M I N U T E S
REGULAR COMMISSION MEETING
CITY OF HOLLY HILL, FLORIDA

August 9, 2011

1. CALL TO ORDER

A. Roll Call

Vice-Mayor Patton called the meeting to order in the Commission Chambers at City Hall, 1065 Ridgewood Avenue, at approximately 7:00 pm. Attending with Vice-Mayor Patton were Commissioners John Penny, Rick Glass, and Donnie Moore.

Also attending were the following staff members: City Manager James McCroskey, City Attorney Scott Simpson, Accounting Manager Catherine Cowell, Police Chief Mark Barker, Captain Steve Aldrich, Officer Ivan Robinson, Fire Chief Ron Spencer, Community Services Director Jackie Maswary, Economic Development Director Lynn Dehlinger, and City Clerk/Administrative Assistant Valerie Manning.

*Commissioner Glass made a motion to **EXCUSE** Mayor Roy Johnson from the August 9, 2011 Regular City Commission meeting and CRA meeting, seconded by Commissioner Moore.*

The motion **CARRIED** 4-0 by roll call vote: Glass – Yes, Moore – Yes, Penny – Yes, Vice-Mayor Patton – Yes

B. Invocation

Commissioner Penny led invocation.

C. Pledge of Allegiance to the Flag

Vice-Mayor Liz Towsley-Patton led the Pledge of Allegiance.

2. MINUTES

Minutes from the Regular City Commission meeting – July 26, 2011

*Commissioner Glass moved **APPROVAL** for the **MINUTES**, seconded by Commissioner Penny.*

The motion **CARRIED** 4-0 by roll call vote: Glass – Yes, Penny – Yes, Moore – Yes, Vice-Mayor Patton – Yes

3. PRESENTATIONS AND DISCUSSIONS

A. Swearing-In Ceremony of new Holly Hill Police Officers *(Police Chief Mark Barker)*

B. Recognition of City Employees

1) Ronald Boniarski – Utilities Mechanic / Public Works Department ~ **5 Years**
2) Todd Plank – Utilities Maintenance Worker / Public Works Department ~ **10 Years**
3) Woodrow Shropshrie – Equipment Operator / Maintenance Worker / Public Works Department ~ **30 Years**
4) Dennis Stout – Equipment Operator / Maintenance Worker / Public Works Department ~ **20 Years**
5) Patricia Zuegg – Administrative Assistant / Police Department ~ **30 Years**

The City Commission recessed at approximately 7:20 pm for refreshments.

The City Commission reconvened at approximately 7:45 pm.

4. PUBLIC PARTICIPATION – Regarding items not on the agenda.

Vice-Mayor Patton opened public participation. No one spoke.

5. CONSENT AGENDA

A. Traffic Engineering Data Solutions, Inc. *(Community Services Director)*

B. Volusia County Mutual Aid Agreement Renewal – *(Fire Chief Ron Spencer)*

Commissioner Moore asked for clarification regarding the Mutual Aid Agreement with the County. Chief Spencer spoke briefly.

*Commissioner Penny moved **APPROVAL** for the **CONSENT AGENDA**, seconded by Commissioner Glass.*

The motion **CARRIED** 4-0 by roll call vote: Penny – Yes, Glass – Yes, Moore – Yes, Vice-Mayor Patton – Yes

6. PUBLIC HEARINGS

A. PUBLIC HEARING – SECOND READING OF ORDINANCE 2899, FLORIDA POWER AND LIGHT – FRANCHISE AGREEMENT *(City Manager)*

Attorney Simpson read by short title only:

ORDINANCE NO. 2899

AN ORDINANCE GRANTING TO FLORIDA POWER & LIGHT COMPANY, ITS SUCCESSORS AND ASSIGNS, AN ELECTRIC FRANCHISE, IMPOSING PROVISIONS AND CONDITIONS RELATING THERETO, PROVIDING FOR MONTHLY PAYMENTS TO THE CITY OF HOLLY HILL, AND PROVIDING FOR AN EFFECTIVE DATE.

*Commission Penny moved **APPROVAL** for **Second Reading of Ordinance 2899**, seconded by Commissioner Moore.*

Mr. McCroskey updated the City Commission about the Ordinance regarding Section 18.

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Moore – Yes, Glass – Yes, Vice-Mayor Patton – Yes

B. PUBLIC HEARING – FIRST READING OF ORDINANCE 2900, CHARTER REVIEW COMMITTEE – RECOMMENDATIONS TO THE CITY COMMISSION *(City Manager)*

Attorney Simpson read by short title only:

ORDINANCE NO. 2900

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTED PURSUANT TO FLORIDA STATUTE SECTIONS 101.161 AND 166.031 SETTING FORTH PROPOSED AMENDMENTS TO THE CITY'S CHARTER TO BE SUBMITTED TO THE VOTERS OF THE CITY AT A SPECIAL ELECTION; PROVIDING FOR A BALLOT SUMMARY AND TITLE FOR EACH PROPOSED AMENDMENT; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Attorney Simpson clarified the language for the ballot summary for question one in the ordinance to the City Commission. Attorney Simpson stated that the language that should be added to the ballot question is, *"If approved, the change to 4 year staggered terms would take effect immediately".*

*Commission Glass moved **APPROVAL** for **First Reading of Ordinance 2900**, seconded by Commissioner Moore.*

Vice-Mayor Patton opened public participation.

The following individuals came forward to speak:

- Jim Legary, Holly Hill – Addressed the City Commission asking where could he find the recommendations from the Charter Review Committee. Commissioner Penny informed Mr. Legary that he can get them at the City Clerk's Office or online.
- Bill Arthur, Holly Hill – Came forward to recognize and thank the members of the Charter Review Committee for their hard work and wanted them to know he enjoyed working with them and their discussions.

Vice-Mayor Patton closed public participation.

The motion **CARRIED** 4-0 unanimously: Glass – Yes, Moore – Yes, Penny – Yes, Vice-Mayor Patton – Yes

7. RECESS THE REGULAR CITY COMMISSION MEETING - approx. 7:55 pm

8. CONVENE THE COMMUNITY REDEVELOPMENT AGENCY (CRA) MEETING

BUSINESS AGENDA

A. RESOLUTION 2011-R-51, HOLLY HILL MARKET COURTYARD IMPROVEMENTS *(Economic Development Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-51

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH BEAN CONSTRUCTION, INC. FOR CONSTRUCTION SERVICES FOR THE PROJECT "HOLLY

HILL MARKET COURTYARD IMPROVEMENTS"; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

*Commission Glass moved **APPROVAL** for **Resolution 2011-R-51**, seconded by Commissioner Moore.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Glass – Yes, Moore – Yes, Penny – Yes, Vice-Mayor Patton – Yes

B. RESOLUTION 2011-R-53, CHANGE ORDER 1 – HOLLY HILL MARKET CONSTRUCTION SERVICES ~ PAVERS *(Community Services Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-53

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE CITY MANAGER'S EXECUTION OF CHANGE ORDER 1 TO THE CONTRACT HOLLY HILL MARKET CONSTRUCTION SERVICES WITH T&T CONTRACTING GROUP, INC; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

*Commission Penny moved **APPROVAL** for **Resolution 2011-R-53**, seconded by Commissioner Glass.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Glass – Yes, Moore – Yes, Vice-Mayor Patton – Yes

C. RESOLUTION 2011-R-57, CHANGE ORDER 1 – 2010 CRA DISTRICT WATER SYSTEM IMPROVEMENTS *(Community Services Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-57

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER 1 TO THE CONTRACT 2010 CRA DISTRICT WATER SYSTEM IMPROVEMENTS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mr. McCroskey asked the City Commission if they would prefer to just be notified of these kinds of change orders or would they like to continue to have them placed on the agendas. There was consensus from the City Commission to bring them forward on the agendas for transparency to the public.

*Commission Penny moved **APPROVAL** for **Resolution 2011-R-57**, seconded by Commissioner Glass.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Glass – Yes, Moore – Yes, Vice-Mayor Patton – Yes

9. RECONVENE THE REGULAR CITY COMMISSION MEETING – approx. 8:00 pm

<u>BUSINESS AGENDA</u> – for the Regular City Commission meeting

A. RESOLUTION 2011-R-51, HOLLY HILL MARKET COURTYARD IMPROVEMENTS *(Economic Development Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-51

A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH BEAN CONSTRUCTION, INC. FOR CONSTRUCTION SERVICES FOR THE PROJECT "HOLLY HILL MARKET COURTYARD IMPROVEMENTS"; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

*Commission Glass moved **APPROVAL** for **Resolution 2011-R-51**, seconded by Commissioner Moore.*

Vice-Mayor Patton opened public participation.

The following individual came forward to speak:

- Jim Legary, Holly Hill – Addressed the City Commission asking how much is involved in these contracts? Lynn Dehlinger, Economic Development Director came forward and explained it to Mr. Legary and the City Commission.

Vice-Mayor closed public participation.

The motion **CARRIED** 4-0 unanimously: Glass – Yes, Moore – Yes, Penny – Yes, Vice-Mayor Patton – Yes

B. RESOLUTION 2011-R-54, CHANGE ORDER 1 – HOLLY HILL MARKET CONSTRUCTION SERVICES ~ PAVERS *(Community Services Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-54

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE CITY MANAGER'S EXECUTION OF CHANGE ORDER 1 TO THE CONTRACT HOLLY HILL MARKET CONSTRUCTION SERVICES WITH T&T CONTRACTING GROUP, INC; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Commission Moore moved ***APPROVAL*** *for* ***Resolution 2011-R-54****, seconded by Commissioner Glass.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Moore – Yes, Glass – Yes, Penny – Yes, Vice-Mayor Patton – Yes

C. RESOLUTION 2011-R-52, GROUP HEALTH INSURANCE PROPOSALS *(Finance Director)*

Attorney Simpson read by short title only:

RESOLUTION NO. 2011-R-52

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH FLORIDA HEALTH CARE FOR MEDICAL INSURANCE COVERAGE FOR THE EMPLOYEES BEGINNING THE FISCAL YEAR OCTOBER 1, 2011 TO SEPTEMBER 30, 2012; AND PROVIDING AN EFFECTIVE DATE.

Commission Penny moved ***APPROVAL*** *for* ***Resolution 2011-R-52****, seconded by Commissioner Glass.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Glass – Yes, Moore – Yes, Vice-Mayor Patton – Yes

D. RESOLUTION 2011-R-55, FY 2010-2011 SANITARY SEWER REHABILITATION PROGRAM *(Community Services Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-55

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH LANZO LINING SERVICES, INC., TO PROVIDE THE CONTRACT SERVICES OF THE PROJECT "FY 2010 & FY 2011 SANITARY SEWER REHABILITATION PROGRAM"; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

*Commission Penny moved **APPROVAL** for **Resolution 2011-R-55**, seconded by Commissioner Moore.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Moore – Yes, Glass – Yes, Vice-Mayor Patton – Yes

E. RESOLUTION 2011-R-56, CHANGE ORDER 1 – FY 2010 & FY 2011 SANITARY SEWER REHABILITATION PROGRAM *(Community Services Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-56

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER 1 TO THE CONTRACT FY 2010 & FY 2011 SANITARY SEWER REHABILITATION PROGRAM WITH LANZO LINING SERVICES, INC.; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

*Commission Glass moved **APPROVAL** for **Resolution 2011-R-56**, seconded by Commissioner Penny.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Glass – Yes, Penny – Yes, Moore – Yes, Vice-Mayor Patton – Yes

F. RESOLUTION 2011-R-58, CHANGE ORDER 1 – 2010 CRA DISTRICT WATER SYSTEM IMPROVEMENTS *(Community Services Director)*

Attorney Simpson read by short title only:

RESOLUTION 2011-R-58

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER 1 TO THE CONTRACT 2010 CRA DISTRICT WATER SYSTEM IMPROVEMENTS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

*Commission Penny moved **APPROVAL** for **Resolution 2011-R-58**, seconded by Commissioner Moore.*

Vice-Mayor Patton opened public participation. No one spoke.

The motion **CARRIED** 4-0 unanimously: Penny – Yes, Moore – Yes, Glass – Yes, Vice-Mayor Patton – Yes

10. COMMUNICATIONS

A. City Manager

Mr. McCroskey informed the City Commission that they are moving forward with the Chamber, Library and Museum across the street. The hours of operation will be 8:00 am to 5:00 pm.

Ms. Dehlinger came forward and spoke briefly about the Resource Center (Chamber, Library and Museum).

Mr. McCroskey stated that the Resource Center will be staffed with someone from Experience Works.

There was consensus from the City Commission to have a grand opening for the Resource Center instead of separate openings.

B. City Attorney

None.

C. City Clerk

None.

D. Commissioners

Commissioner Penny appreciated all the sworn-in Officers and thanked everyone for coming out tonight.

Commissioner Glass stated that he is sorry to hear that Mayor Johnson isn't feeling well.

Commissioner Moore thanked Chief Barker, Chief Spencer and Captain Aldrich and the other Officers for coming out tonight.

Vice-Mayor Patton reminded the Commission about the Florida League of Cities this weekend; thanked all the Officers for coming out tonight and asked that everyone continue to pray for the fallen soldiers, military and their families.

11. ADJOURNMENT

Vice-Mayor Patton officially adjourned the meeting at approximately 8:20 pm.

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Valerie Manning
City Clerk/Administrative Assistant