



CITY OF OAK HILL

CITY COMMISSION MEETING

**COMMISSION CHAMBERS - CITY HALL
234 South US Hwy 1
Oak Hill, FL 32759
386-345-3522**

**June 24, 2013
6:00 P.M.
MINUTES**

A. OPENING

1. **Invocation – led by Euda Mary Alderman**
2. **Pledge of Allegiance**
3. **Roll Call:**

Present at Roll Call: Mayor Douglas Gibson, Vice Mayor Jeff Bracy, Commissioner Ron Engele, Commissioner Robert Livingston. Excused Absence: Commissioner Kathy Bittle.

B. PRESENTATIONS –

1. **2011/2012 FY Audit – Brent Milliken Company, PA**

Alex Kish presented the results of his company's audit of Fiscal Year ending 9/30/2012. The charts show expenditures staying down and assets greater than liabilities. Mr. Kish noted that the City is virtually debt-free and that the report shows the City in a favorable to-be-envied situation. Commissioner Engele commented that we should also soon see the financial difference that annexations will be making.

2. **Samantha Bishop, Southeast Volusia Chambers of Commerce**

Ms. Bishop invited everyone to a Public Meeting at the Brannon Center June 25, with Space Florida, sponsored by the SEV Chamber of Commerce and hosted by Senator Dorothy Hukill and Volusia County Council Member Deb Denys.

C. CITY ADMINISTRATION REPORTS

1. **Jordan and Associates – CDBG Small Cities Grant**

Ronnie Vanzant presented the following items ready for approval:

- 1) Client# OH-01 (LaRosa) – ACP Package #3 in the amount of \$32,655.76 requested by Conner Construction, LLC. Included within the attached file is a copy of the required Final Affidavit and Lien Waiver.
- 2) Client# OH-05 (Robinson) – ACP Package #3 in the amount of \$17,002.00 requested by Conner Construction, LLC. Included within the attached file is a copy of the required Final Affidavit and Lien Waiver.
- 3) Client# OH-08 (Howland) – ACP Package #2 in the amount of \$5,173.60 requested by Conner Construction, LLC. Included within the attached file is a copy of the required Partial Affidavit and Lien Waiver.
- 4) Client# OH-09 (Westberry) – ACP Package #2 in the amount of \$12,761.60 requested by Conner Construction, LLC. Included within the attached file is a copy of the required Partial Affidavit and Lien Waiver.

Commissioner Engele made a motion, seconded by Vice Mayor Bracy to approve the four payments. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion carried, 4-0.

Mr. Vanzant addressed Change Order #3 to the agreement between Conner Construction, LLC, and Client #OH01 (LaRosa) for 150 LF of gutters with down-spouts costing \$699 and the removal of two trees costing \$1750. Commissioner Engele objected to approving CDBG funds for this purpose, suggesting that the homeowners find another solution.

Vice Mayor Bracy agreed and moved that the Change Order #3 be declined. Commissioner Engele seconded the motion. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion to deny the Change Order carried, 4-0.

D. CITY ATTORNEY NON-AGENDA ITEMS (Scott Simpson) -- NONE

E. POLICE DEPARTMENT RELATED ITEMS (Captain Summers) -- NONE

F. CITY PLANNER ITEMS (Montye Beamer)

The Planner announced the status of the Comprehensive Plan, and explained the procedure and timeline up to its final hearing. She expects approval by our September 23 Commission meeting.

G. CONSENT AGENDA

1. Approval of the Bills and Paid Interim Bills for June 24, 2013

2. Approval of the Regular meeting minutes of the June 10, 2013

Commissioner Engele pointed out a few corrections to the minutes, and made a motion, with a second by Vice Mayor Bracy, to accept the Consent Agenda with the minutes amended. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion passed, 4-0.

H. OLD BUSINESS

1. Golf Carts (Commission)

Mayor Gibson led a discussion about creating an ordinance to allow golf carts in the City (except for U.S. 1), and what will make them street-legal. He stressed following Florida Statute 316.212 regulations for safety. He asked that we address the portions under County control because we would need a lot of signage posted prohibiting golf carts on River Road, on Canal Avenue, and Brooks Circle. Captain Summers stated that the Sheriff's deputies would have to enforce existing County restrictions in those places.

Commissioner Livingston reminded everyone to consider, with City Attorney's careful review, the prevention of liability to the City in allowing golf carts.

City Planner Montye Beamer suggested studying Holly Hill's golf cart regulations as an example. Commissioner Engele added that he has met the Holly Hill Mayor and that consulting him would be good.

Gray Ames, Randle Avenue, suggested we look at the provisions for golf carts that work in The Villages, a retirement community in Citrus County.

Vice Mayor Bracy stated that some cities require registration, liability insurance, inspections, and driver education for golf cart operators.

He made a motion, seconded by Commissioner Livingston, that the golf cart issue be tabled until after we send a letter to Volusia County asking for an exception to their golf cart restrictions on River Road, Canal Avenue, and Brooks Circle. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes. The motion carried, 4-0.

2. Animal Control Regulations and Fines (Commission)

Mayor Gibson pointed out some outdated wording in the City's Animal Control Ordinance, such as enforcement by "the Chief of Police." The City Planner also brought attention to references to "the Code Enforcement Board," a board which the City no longer uses.

Vice Mayor Bracy asked about law enforcement of the Animal Ordinance, since Volusia County will not provide Animal Control to Oak Hill.

Captain Summers stated that the deputies would enforce the City's Ordinance, and that instead of the Police Chief or the Code Enforcement Board, the City Clerk would be the affiant.

Cheryl Angle of 178 Howes Street asked if a violation of the licensing requirement would be a misdemeanor. The Captain stated that a violation would incur a fine but not be a misdemeanor.

Commissioner Engele suggested that the Mayor, as Administrative Department Head, would further work out the matter of Animal Control Ordinance enforcement with Captain Summers. The Commission agreed by consensus.

I. NEW BUSINESS

1. Economic Development Board (Mike Arman)

Mr. Arman announced that the contest is underway for finding a City Motto for Oak Hill.

He also talked about possibilities for funding assistance: a 0% loan from Wind Hazard Mitigation and the US Department of Agriculture's Rural Repair & Rehabilitation Loan. He would get these links posted to the City website.

Mr. Arman stated that since there is no enabling paperwork organizing members as an Economic Development Board, he cannot yet serve as chairman at this time. He would consult with the Clerk and City Attorney for a solution, and also look into the possibility of serving on a contract basis.

J. BOARDS & COMMITTEES - NONE

EZDA (Enterprise Zone Development Agency)
Waterfront Committee
PLDRC (Planning & Land Development Regulation Commission)
Parks and Recreational Advisory Board

K. CITIZEN PARTICIPATION (Non-agenda – 15 Minutes)

Naomi Weiss, from U.S. Congressman Ron DeSantis's office at 1000 City Center Circle, Port Orange, introduced herself. She offered various ways that Rep. DeSantis might be able to help the City: providing Letters of Support for the City when seeking grants, grant writing assistance, and obtaining attendance by someone on the federal level for our city's meeting on Space Florida. She also suggested we contact Keith Norden from Team Volusia for help with EDB or EZDA matters.

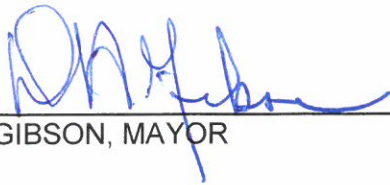
Barbara Newschafer, Randle Avenue, asked for the status of procuring water and sewer in Oak Hill. Mayor Gibson replied that efforts were proceeding. Ms. Newschafer also asked whether there are properties in Indian Harbor Estates still not annexed into the City, and was told that there are addresses on East Ariel, Indian Creek Road, and Indian Harbor Avenue that were not qualified by the County.

L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

Vice Mayor Bracy stated he was concerned about erosion at the railroads crossing Brooks Circle. He also extended an invitation to the upcoming AFL-CIO luncheon, saying he would provide information to anyone interested in attending.

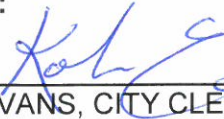
Commissioner Engele stated that he had just returned from a meeting of Volusia Council of Governments (VCOG), at which the idea to merge with Volusia League of Cities failed. Commissioner Engele stated that VCOG emphasizes making priorities for cities, and Strategic Plans, and that he looks forward to attending future meetings.

M. ADJOURNMENT – 7:55 PM




DOUGLAS GIBSON, MAYOR

ATTEST:



KOHN EVANS, CITY CLERK/ADMINISTRATOR

APPROVED FOR LEGALITY AND FORM:



SCOTT E. SIMPSON, CITY ATTORNEY

Note: In accordance with Resolution 2006-17, a three (3) minute time limitation per speaker will be imposed. A speaker may address the Commission for a maximum of three (3) minutes during the Public Participation portion of the meeting, and for a maximum of three (3) minutes during any specific Agenda topic. Pursuant to Florida Statute 166.041 (3) (A), if an individual decides to appeal any decision made with respect to any matter considered at a meeting or hearing, that individual will need a record of the proceedings and will need to ensure that a verbatim record of the proceedings is made.