



**CITY OF OAK HILL**

**CITY COMMISSION MEETING**

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

**July 8, 2013  
6:00 P.M.  
MINUTES**

**A. OPENING**

1. Invocation
2. Pledge of Allegiance
3. Roll Call

**Present at Roll Call: Mayor Douglas Gibson, Vice Mayor Jeff Bracy, Commissioners Kathy Bittle, Robert Livingston and Ron Engele.**

**B. PRESENTATIONS - NONE**

**C. CITY ADMINISTRATION REPORTS**

1. Jordan and Associates – CDBG Small Cities Grant – Ronnie Vanzant
- 1) Client# OH-02 (Jaeger) – ACP Package #2-Final in the amount of \$42,948.00 requested by Merrick Construction Services, Inc. Included within the attached file is a copy of the required Final Affidavit and Lien Waiver. (This document will be provided later in the day as the original received from Merrick Construction Services, Inc. included the incorrect amounts and was not notarized.)
- 2) Client# OH-04 (Goodrich) – Payment of a lead clearance test with report performed by Lead Paint Solutions in the amount of \$275.00.
- 3) Client# OH-09 (Westberry) – Temporary Relocation Payment #2 in the amount of \$105.44.

**Mr. Vanzant also presented Jordan & Associates Invoice #11-H06-09.**

**Commissioner Engele made a motion, seconded by Vice Mayor Bracy, to approve the requests for payments as presented by Jordan and Associates. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, abstained. The motion carried, 4-0.**

**2. Budget Hearing Schedule**

**The City Clerk explained it is coming up on budget season and the Commission needs to approve the Public Hearing dates and Workshop dates. The Clerk proposed September 9, 2013 at 6pm for the Tentative Budget Hearing and September 23, 2013 at 6pm for the Final Budget Hearing. The Commission agreed by consensus.**

**The Commission chose August 12, 2013 at 5pm for the first Budget Workshop, by consensus.**

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

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

**F. CITY PLANNER ITEMS (Montye Beamer) - NONE**

## **G. CONSENT AGENDA**

1. Approval of the Bills and Paid Interim Bills for July 8, 2013
2. Approval of the Regular meeting minutes of the June 24, 2013.

**Commissioner Engele made a motion and it was seconded by Commissioner Livingston to approve the consent agenda. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.**

## **H. OLD BUSINESS**

1. Animal Control (Mayor)

**The Mayor explained he had spoken with Captain Summers and from now on the Deputies will be enforcing the Animal Ordinance. They will begin by giving warnings and then fining repeat offenders.**

**Commissioner Engele suggested the City create a flyer to educate citizens and let them know the benefit of getting a license for their animals. The Commission agreed.**

## **I. NEW BUSINESS**

- 1.

### **RESOLUTION 2013-03**

**A RESOLUTION SUPPORTING THE PLANNING AREA BOUNDARY ADJUSTMENT AND MEMBERSHIP REAPPORTIONMENT PLAN TO EXPAND THE METROPOLITAN PLANNING AREA BOUNDARY AND TO REAPPORTION THE VOTING MEMBERSHIP OF THE VOLUSIA TRANSPORTATION PLANNING ORGANIZATION**

**The Commission agreed to support Resolution 2013-03 by consensus.**

2. ECONOMIC DEVELOPMENT BOARD/ECONOMIC DEVELOPMENT DIRECTOR

**The City Clerk stated she needed clarification of the Commission's direction in regards to the Economic Development Board. Did the Commission want to write an ordinance to create the board or would they prefer to appoint Mr. Arman as an Economic Development Director and create an agreement to that effect?**

**The Commission agreed to make Mr. Arman the Economic Development Director and directed the City Clerk to compile an agreement and bring it to them for approval.**

## **J. BOARDS & COMMITTEES**

**EZDA (Enterprise Zone Development Agency)**

**Mike Arman, EZDA chairperson, stated that the EZDA contact information has been updated and he is insuring all reports have been submitted.**

**Mr. Arman also suggested the City have someone who knows about launch safety come and talk to the citizens to help educate them on the process.**

**Waterfront Committee  
PLDRC (Planning & Land Development Regulation Commission)  
Parks and Recreational Advisory Board**

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

Douglas Conniff, North Putnam Road, stated he has been working on a permit that will benefit the City. He handed out information for the Commission to review.

**L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS**

Vice Mayor Bracy stated he had spoken with Mayor Mike Thomas of Edgewater about the concerns of the 'Brown Tide' affecting the river; and he feels we should keep a close eye on this and work to find a cause.

The Vice Mayor also suggested the Public Works use a different supplier for lawnmower parts as he feels we are paying too much. The City Clerk stated she would be happy to try a different company.

Commissioner Engele stated he would like to see about acquiring follow-up background checks on the current employees. The City Clerk stated she would look into it.

Commissioner Engele also stated we should make sure that parts we buy for the mowers are of good quality.

**M. ADJOURNMENT – 6:55PM**



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.