



CITY COMMISSION MEETING

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

**August 26, 2013
6:00 P.M.
MINUTES**

A. OPENING

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

B. PRESENTATIONS – Douglas Conniff – Business Plan

Douglas was running late, therefore his presentation was moved till later in the agenda and Waverly Media's proposal was moved to the beginning of the agenda.

Kim Was of Waverly Media introduced herself and welcomed questions from the Commission.

The Commission is concerned with the current benches and the legality of moving them; therefore they directed the City Clerk to ask the City Attorney's opinion.

The Commission requested this item be addressed on the next agenda.

C. CITY ADMINISTRATION REPORTS

1. Request for Proposal for Road Repair

The City Clerk stated the City needs to advertise for Request for Proposal for the repair and/or paving streets in Oak Hill and the Commission needs to decide what streets should be repaired and/or paved.

After some discussion the Commission agreed to a Request for Proposal for repair of the following streets: Lagoon Avenue, Palm Avenue, Wood Avenue. The Commission also agreed to a Request for Proposal to pave the following streets: West Church Street and Bradbury Lane.

2. Copier Lease

The City Clerk stated she received a quote for a new lease for a copier; the new copier would have features that would assist the administration in records retention and also have color options the current copier does not have.

The Commission agreed by consensus to enter the new copier lease.

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

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

F. CITY PLANNER ITEMS (Montye Beamer)

1. Morehead Property

The City Planner explained to the Commission a portion of Mr. Morehead's property can be changed to Commercial and presented as a scrivener error and she will only need the Commission's direction no vote is needed at this time.

Mr. Morehead stated he feels a large error was made and the solution that the Planner has suggested does not clear that error. He handed out a letter and various maps for the Commission to review.

The Mayor stated he felt that Mr. Morehead needs to apply for a Land Use change.

The Vice Mayor state he would like to know what the Land Use was when Mr. Morehead purchased the property in 1981.

After a lengthy discussion the Commission decided to put this item on the next agenda so the City Clerk and Mr. Morehead could do further research.

Commissioner Engele stated that he and the Planner and the City Clerk met with Steve Unatin in reference to Mr. Unatin's property in Oak Hill and the future Land Use designation as Activity Center. The state asked for a definition of Activity Center in regards to the Comp Plan and the future Land Use. The Planner presented to Mr. Unatin her suggestion to explain the Use as Mixed Use with 25% Commercial and 75% Medium Density Residential. Mr. Unatin expressed his satisfaction with that designation. He also complimented the Planner for completing the Comp Plan so efficiently.

The Mayor suggested the Planner get something in writing from Mr. Unatin stating he agrees with the definition of the Activity Center in reference to his property. The Planner agreed.

G. CONSENT AGENDA

1. Approval of the Bills and Paid Interim Bills for August 26, 2013
2. Approval of the minutes of the August 12, 2013 Regular meeting and Workshop.

Commissioner Bittle 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

The Mayor asked Douglas Conniff to come forward and begin his presentation.

Douglas Conniff introduced himself and stated to the Commission the reason he was here was to ask the Commission permission to write a Business Plan on the City's Fishing Pier. He stated he would like to write a plan that would ultimately measure the erosion and salinity of that area.

The Mayor reiterated that the property surrounding the Fishing Pier does not belong to the City therefore the Commission could not give him permission to write a plan for that property.

Commissioner Engele suggested Mr. Conniff compile a sample of the Business Plan he wants to do and then present it to the Mayor and then the Mayor could in turn place it on the Agenda.

The Commission agreed.

1. Public Works – Mowers

The Commission agreed they would like more time to research the mowers and therefore will place this item on the next agenda.

2. Bench Advertising Proposal

Addressed at the beginning of the agenda

3. Julie Woods – Grant direction

The City Clerk explained she had received a call from Julie Wood in reference to obtaining a grant for Water for the City; she asked if the Commission would like to pursue its own facility.

The Commission agreed they did not want to pursue its own facility; they want to pursue grant funds that would bring the water pipes throughout the City.

The Commission also directed the City Clerk to ask Florida Rural Waters Association how far along they have on the Final feasibility study.

I. NEW BUSINESS

1. Parks Bathrooms

Vice Mayor Bracy stated there was an incident at Mary Dewees Park in which a gentleman was sleeping in the bathroom. He suggested the Public Works employees lock the bathrooms every day at 3PM.

The Commission agreed.

2. Background Checks for Vendors who work for the City

Commissioner Engele suggested the City get background checks on all the Vendors the City uses.

After a short discussion the Commission concluded there was not an immediate need to perform background checks at this time.

3. TPO 2013/2014 Funding Agreement

The Commission agreed by consensus to renew membership for the TPO and approve the funding agreement.

The Mayor asked if the Commission wanted to renew with VCOG, with the fee being \$639.

The Commission agreed not to renew VCOG at this time.

J. BOARDS & COMMITTEES

EZDA (Enterprise Zone Development Agency)

Mike Arman, EZDA chair, stated he has turned in the quarterly report for the Economic Development Zone and he will email a copy the City Clerk.

He also stated he is working on getting a good deal for pens, bags and other items to showcase the new City Motto.

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

K. CITIZEN PARTICIPATION (Non-agenda – 15 Minutes) - NONE

L. COMMENTS/CONCERNS FROM COMMISSION MEMBERS

Commissioner Livingston mentioned a letter from Representative Santiago in reference to possibly coming to the City for a meeting with elected officials.

The Mayor stated he spoke to Santiago's office and scheduled a meeting for September 5, 2013 at 10AM. Commissioner Bittle and Engele expressed the desire to also attend that meeting.

The Commission agreed to post this meeting as to avoid any Sunshine violations.


Commissioner Engele inquired about the voluntary annexation letter. The City Clerk stated she was working on it and she could really use some suggestions from the Commission.

M. ADJOURNMENT – 9:20PM



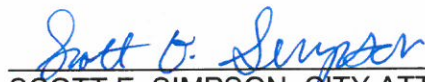
DOUGLAS GIBSON, MAYOR

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.