

**CITY OF OAK HILL**

**CITY COMMISSION MEETING**

CITY COMMISSION CHAMBERS – CITY HALL  
234 South US Highway 1  
Oak Hill, FL 32759  
(386) 345-3522

February 24, 2014  
6:00PM  
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. CDBG – 2<sup>nd</sup> Public Hearing

The Mayor closed the Commission meeting and opened the Public Hearing.

The City Clerk stated the following:

The City of Oak Hill is applying to the Florida Department of Community Affairs (DCA) for a grant in the amount of \$650,000 under the FFY2013 Small Cities Community Development Block Grant (CDBG) Program in the Housing Rehabilitation category. For each activity that is proposed, at least 51% of the funds must benefit low and moderate-income persons. The activities, dollar amounts and estimated percentages benefit to low and moderate-income persons for which the City is applying are:

Activity No.	Activity Name	CDBG Funds	Estimated LMI Benefit
21 A	Administration	\$97,500.00	N/A
14 A	Housing Rehab/		
	Demolition/Replacement	\$542,500.00	100%
08	Temporary Relocation	\$10,000.00	100 %

Exact budget figures will be available no later than five (5) days prior to the application due date; however, at no time will the CDBG budget exceed \$650,000.

This application is requesting funds to provide Housing Rehabilitation to Low-to-Moderate Income (LMI) residents. The activities include rehabilitation, demolition/replacement (where necessary) and temporary relocation for a minimum of 9 LMI housing units. All housing units will be addressed in accordance with the current Florida Residential Building Code, relevant local housing codes (whichever is more stringent for each code-related item) and the City's adopted Housing Assistance Plan (HAP).

The City Clerk went on to explain the Commission will also be voting on Resolution 2014-02 which is an update of the 2013-23 Resolution which authorizes the Mayor and the City Clerk to execute the documents in conjunction with the CDBG. The only item that was changed was the fiscal year from 2010 to 2013.

The City Clerk also stressed to the Commission and the public that the City of Oak Hill strongly supports its Fair Housing Ordinance and if anyone had any questions in regards to the ordinance, please feel free to contact City Hall and the City whom is also the Fair Housing Coordinator.

The Mayor asked if there was any public participation.  
The Mayor closed the Public Hearing and opened the Commission Meeting.

The City Clerk read Resolution 2014-02 by heading only.

#### **RESOLUTION NO. 2014-02**

**A RESOLUTION AUTHORIZING THE CITY COMMISSION OF THE CITY OF OAK HILL, FLORIDA, AUTHORIZING THE CHIEF ELECTED OFFICIAL TO MAKE APPLICATION TO THE STATE OF FLORIDA, DEPARTMENT OF COMMUNITY AFFAIRS, SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT, FY 2013; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.**

Commissioner Livingston made a motion to approve Resolution 2014-02 as read; it was seconded by Commissioner Bittle. . Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

Commissioner Engele made a motion to apply for the Small Cities Community Block Grant for the purpose of Housing Rehabilitation; it was seconded by Commissioner Bittle. Roll Call Vote: Mayor Gibson, Yes; Vice Mayor Bracy, Yes; Commissioner Engele, Yes; Commissioner Livingston, Yes; Commissioner Bittle, Yes. The motion carried, 5-0.

The City Clerk informed the Commission that Maximum Fire Services submitted two change orders to install three tees that were missing. One change order was for \$5400 and the Second was for \$3750, the difference being the lower cost change order required boil water notices.

The City Clerk stated she had spoken with Scott Mays of Volusia County and he stated the County would reimburse the City up to \$3750 for the installation of the missing tees.

The Commission agreed by consensus to accept the second change order in the amount of \$3750.

#### **D. CITY ATTORNEY NON AGENDA ITEMS**

##### **1. Attending Commission Meetings**

Vice Mayor Bracy stated he has spoken to the City Attorney in regards to the billing for the Golf Carts; he then read a portion of the Attorney's email which will be made part of the agenda pack.

The Vice Mayor stated he would like the City Attorney to attend all the Commission meetings.

Commissioner Livingston stated he would like to be able to call the City Attorney if needed, without contacting the City Clerk first.

The City Attorney stated he does not see an issue with an elected official calling him; the protocol as he observes has the City Clerk/Administrator as the central person to go to for information as she may have already researched and/or addressed the subject.

Vice Mayor Bracy made a motion to require the City Attorney to be at all meetings; it was seconded by Commissioner Livingston.

The City Attorney stated that the way it is handled now is as follows: the City Clerk sends him the Agenda, and he tells her if he has any comment; then if the Clerk feels the attorney's presence is needed she asks him to attend the meeting. Mr. Simpson stated this way has worked well but he expressed his willingness to change it to however the Commission sees fit.

Commissioner Bittle stated requiring the attorney at every meeting may be a bit more than the City needs.

After a discussion the Commission agreed if a Commissioner feels the attorney is needed at the meeting the City Clerk will arrange it.

Vice Mayor Bracy rescinded his motion.

## **2. Golf Carts – Traffic Study**

The City Attorney explained the state statute requires the Commission to decide if the roads are safe for golf cart usage. The statute goes on to state the items that need to be considered are speed, volume and type of vehicles on the road. The statute does not outline how this should be done.

The City Attorney stated the City Clerk could gather information and then together the attorney and clerk would prepare the information gathered to present to the Commission.

The Commission agreed with this and requested this to be on the next meeting's agenda.

## **E. VOLUSIA COUNTY SHERIFF ITEMS - NONE**

## **F. CITY PLANNER ITEMS**

The Commission agreed to hold interviews with the consultants who submitted proposals to the City on March 6, 2014 at 6:00PM.

## **G. CONSENT AGENDA**

### **1. Review of the Bills and Paid Interim Bills for February 24, 2014.**

Julie Woods, Cypress Avenue, inquired about a conflict of interest.

The Mayor stated she would need to wait for Citizen Participation.

The City Clerk stated as she understood there was no need to approve the bills as that is done thru the purchasing policy; therefore she would like the paid bills item be moved to City Administration Reports and be presented as a financial report. The Commission would be able to still review the paid bills and ask questions.

The City Attorney stated the Consent Agenda is meant for reoccurring items that need approval and the Commission could limit citizen participation.

The Commission agreed to move the Paid Bills to the City Administration Reports.

## **H. OLD BUSINESS**

### **1. Morehead Property**

Louis Morehead, Scottsmoor, read from his letter dated February 10, 2014, which he requested to be entered into record, stating there was still an error failing to show his waterfront property as commercial. He stated his properties labeled 291 and 292 needs to be corrected.

The Mayor stated after reviewing the audio from the September 23, 2013 minutes, he found it clearly stated that the change did not include the property north or west of the properties labeled 292 and 291 which are clearly shown in the map that was provided as part of the Agenda pack.

The Mayor stated the August 26, 2013 minutes need to be corrected to reflect this state. The Commission agreed by consensus.

The City Attorney stated he advised the City Planner that no changes should be made to the 1994 map. The attorney went on to explain the only recourse Mr. Morehead has is to make application for a Future Land Use change after the Comprehensive Plan that has been submitted is certified.

Mr. Morehead stated his property 291 west of River Road was changed from Conservation to low density residential.

Mr. Morehead entered a letter into record from the adjacent property owners Mr. and Mrs. Slaymaker; the letter states they are opposing this Future Land Use map.

The Mayor stated they would also need to make application for a Future Land Use change.

Mr. Morehead inquired if any neighboring property owners have objected to his land use changes. The Mayor stated no formal complaints have been filed.

## **2. Charter Review Committee Suggestions**

The Mayor suggested the following citizen to serve on the Charter Review Committee;  
Derwin Smothers

Commissioner Engele nominated:

Denise King  
Bernard Scott  
Jupp Norhausen  
Ed Werning

Vice Mayor Bracy nominated:

Chuck Smith

Commissioner Livingston nominated:

Sue Payne  
Melissa Jones

## **I. NEW BUSINESS**

### **J. CITY GOALS**

Public Works Storage Building

Commissioner Engele stated he could sit with the Public Works employee to sketch out an electric wiring diagram and discuss it with the Building Inspector and then the City could go for bids.

The Commission agreed.

Annexations

The Mayor stated Edgewater is annexing Fisherman's Cove just north of Ariel Road and he thinks it is not a legal annexation.

After a short discussion the Commission directed the City Clerk to contact the County for their opinion.

Sunrise Park  
Road Repair  
Water and Sewer

## **K. BOARDS AND COMMITTEES**

EZDA (Enterprise Zone Development Agency)



Mike Arman, EZDA Director, stated he had researched the hat and bags; he has found it would be cheaper to use heat transfer patch rather than embroidery.

Denise King, US Highway 1, stated she has a embroider machine and she would be happy to see if it would work for this.

Mr. Arman stated he would bring this back to the Commission next meeting.

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

#### **L. CITIZEN PARTICIPATION (NON AGENDA ITEMS)**

Denise King, US Highway 1, stated the cell tower's bird deterrent system is disturbing the neighbors and there are birds nesting there right now.

The Commission agreed by consensus to request that Verizon turn off the bird deterrent system.

Julie Woods, Cypress Avenue, stated she had filed a complaint with the Commission of Ethics because a member of the Commission doing business for the City and then voting to approve payment for the service is a conflict of interest.

The City Attorney stated if a complaint has been filed with the Commission of Ethics it is their responsibility to research the matter and make a decision in that matter.

Justin Maurice, Indian Harbor Avenue, requested a streetlight along the road as it is very dark.  
The Mayor stated he would look into it.

Gray Ames, PLDRC Member, stated the Planning Commission put a lot of work into the interviews they conducted with the potential Planners and she urged the Commission to strongly consider their decision.

Cynthia Livingston, Galbraith Avenue, stated she was grateful for the wonderful job the Sheriffs have been doing patrolling the school during drop off and pick up. She would also like to request the crosswalk on Halifax Avenue be repainted as it is fading.

#### **M. COMMENTS AND CONCERNS FROM THE COMMISSIONERS**

#### **N. ADJOURNMENT – 8:40PM**



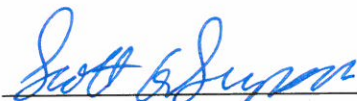
DOUGLAS GIBSON, MAYOR

**ATTEST:**



KOHN EVANS, CITY CLERK/ADMINISTRATOR

**APPROVED FOR LEGALITY AND FORM:**



SCOTT E. SIMPSON, CITY ATTORNEY