



6-8-2026 Commission Meeting - AMENDED

Meeting Minutes

June 8, 2026, 6:00 PM

234 US. 1, Oak Hill, FL 32759, US

A. OPENING

1. Call to Order

Mayor Taylor called the meeting to order at 6:00 PM at City Commission Chambers, 234 South US 1, Oak Hill, FL 32759.

2. Invocation

Mayor Taylor led a moment of silence.

3. Pledge of Allegiance

The Pledge of Allegiance was recited in unison.

4. Roll Call

Present: Mayor Ricky Taylor, Vice Mayor Joseph Catigano, Commissioner Linda Hyatt, Commissioner Carrie Werning, Commissioner Mark Drollinger. A quorum was established.

B. AGENDA MODIFICATIONS

1. Commission's opportunity to add, move and/or remove items from the agenda.

No modifications were made. The Commission reached consensus to proceed with the agenda as presented.

C. PRESENTATIONS / ANNOUNCEMENTS

1. Regional Planning Grant - Contribution Request: Tara McCue, Executive Director, CFRPC (Central Florida Regional Planning Council)

Tara McCue, Executive Director of the East Central Florida Regional Planning Council, presented a recently submitted grant application to the Economic Development Administration under the EDA Disaster

Supplemental program. The grant, totaling \$275,000, funds a Space and Advanced Manufacturing Regional Gap Analysis to evaluate parcels within the commercial space industry overlay and identify infrastructure needs including stormwater, utilities, and transportation. The project is planned over an 18-month period on an 80/20 match basis. The match was covered by Edgewater, New Smyrna Beach, Volusia County, and the Regional Planning Council, resulting in no cost to the City of Oak Hill. Ms. McCue thanked the Commission for its previously submitted letter of support.

2. Crime Statistics Report: Volusia Sheriff's Office

Captain Eric Dietrich introduced himself as the newly appointed Captain for District 3 South of the Volusia County Sheriff's Office. Captain Dietrich reported that for the month of May, there were two property crimes: a shoplifting incident at Dollar General, for which an affidavit was filed with the State Attorney's Office, and a reported theft of jewelry alleged to have been taken by a delivery driver, which remains under investigation. Of the 474 total calls for service, 324 (68 percent) were deputy initiated. Captain Dietrich expressed his commitment to working collaboratively with the city.

D. CITIZEN PARTICIPATION / PUBLIC INPUT (NONAGENDA ITEMS)

Dru Ann Welch, representing the Board of Trustees of Oak Hill Saints and Sinners Cemetery, Incorporated, thanked the Commission and Public Works Director Travis Allen for their support of the organization's Memorial Day service, noting attendance of nearly 100 people, the largest in the event's history.

E. CONSENT AGENDA

1. Meeting Minutes

a. May 11, 2026, Commission Meeting

Motion to approve May 11, 2026, Commission Meeting minutes were made by Vice Mayor Catigano and seconded by Commissioner Hyatt. The motion was 5-0.

F. CITY ADMINISTRATOR

1. Canal Avenue Stormwater and Flood Mitigation Project

City Manager John Barkley reported that surveying of the Canal Avenue corridor has been completed by consulting engineer Meade and Hunt. The project will proceed to design, engineering, permitting, and right-of-way

acquisition. The city previously received \$186,888 from the state legislature for design and engineering. City Manager Barkley noted that while the requested \$1 in construction funding was not fully appropriated, approximately half is anticipated. He acknowledged Mayor Taylor's direct engagement with the legislative delegation in Tallahassee as instrumental in securing funding. Project Manager Chris Fagerstrom of Meade and Hunt were present to address questions Vice Mayor Catigano inquired about a potentially existing pipe near the Oak Hill Country Store that, if confirmed as a county-maintained asset, could reduce the City's cost and scope. Mr. Fagerstrom confirmed that surveyors had been tasked with investigating that specific location and that the county would be consulted if an existing pipe is identified.

2. FY 2026-2027 Budget Process

City Manager Barkley announced that the budget development schedule is available on the City's website and that a series of public workshops will be conducted beginning with the first workshop scheduled for June 22, 2026. He invited commissioners and citizens to participate and share priorities.

3. Update to the 2026 Florida Legislative Session

City Manager Barkley acknowledged the work of city lobbyist Georgia McKeown and expressed appreciation for the Commission's support in building legislative relationships. He noted uncertainty regarding future revenue streams due to a looming referendum on ad valorem taxes, which could reduce the City's general fund by an estimated \$400,000 to \$500,000 if fully phased in. The City Manager indicated that Mr. Arman is exploring alternative revenue strategies including industrial growth and business development.

G. OLD BUSINESS

1. Second Reading: Ordinance 2026.03: Administrative Approval of Plats

City Attorney Christian Waugh read the title of Ordinance 2026.03, an ordinance amending Article 3, Division 5, Section 24-193 of the City Code to establish preliminary and final plat approval procedures incorporating statutory requirements pursuant to Florida Statutes Sections 177.071 and 177.073. A public hearing was opened, and no public objections were raised.

Motion to approve Ordinance 2026.03 on second reading was made by Commissioner Werning and seconded by Commissioner Hyatt. The motion was 5-0.

H. NEW BUSINESS

1 . Halifax Septic to Sewer Project Award

City Manager Barkley presented a bid tabulation for the Halifax Septic to Sewer Project. Twelve bids were received through the DemandStar procurement system. Meade and Hunt consulting engineer Chris Fagerstrom recommended Hazen Construction as the lowest responsive bidder, noting the firm's established record of quality work and that the bid came in substantially below the engineer's cost estimate. The total grant funding available for construction is approximately \$2,200,000, with Volusia County contributing approximately \$1 toward the water main portion per a previously executed memorandum of agreement. Commissioner Werning raised questions regarding the source of additional funding, the status of the grant extension amendment, and a reported pending lawsuit involving the recommended bidder. City Attorney Waugh and Mr. Fagerstrom clarified that the Commission was approving the recommended bidder to proceed to contract negotiations, not approving a final contract, and that the contract would be returned for Commission review. Mr. Fagerstrom confirmed that the grant amendment (Amendment No. 7) had been reissued by DEP and was pending the City Manager's signature, and that the project must be complete by August of the following year. The scope includes replacement of undersized drainage infrastructure at the Halifax and Gaines intersection with 36-inch reinforced concrete pipe.

Motion to award the Halifax Septic to Sewer Project to Hazen Construction as the recommended low bidder was made by Vice Mayor Catigano and seconded by Commissioner Drollinger. The motion was 5-0.

2. Ordinance 2026.04: Annexation and Lot Split — 645 Ohana Road

City Manager Barkley introduced Ordinance 2026.04 for first reading, pertaining to the voluntary annexation of property located at 645 Ohana Road. City Attorney Waugh read the title of the ordinance. The property agent, Mr. Rakowski, was present. City Attorney Waugh clarified that this reading addresses annexation only, and that comprehensive plan amendment, rezoning, and the lot split are separate subsequent processes.

The property owner's intent is to ultimately rezone to low-density residential (R-1) and split the approximately 7.5-acre parcel to allow a family member to build a residence.

Motion to approve Ordinance 2026.04 on first reading was made by Commissioner Werning and seconded by Commissioner Hyatt. The motion was 5-0.

3. Elite 386 Baseball Club: Proposed Seasonal Contract

Sheena Joyce, representing the Elite 386 Baseball Club, a nonprofit organization, presented a proposed seasonal contract for use of the Mary DeWees Baseball Field beginning June 1, 2026, through the summer season for 8U and 9U travel teams. The program is provided at no cost to players and is substantially sponsor-funded. City Attorney Waugh identified several required modifications to the contract, including: removal of Section 1.1 permitting admission charges (as no fees are charged), addition of the City as an additional insured on the organization's insurance policies, inclusion of a human trafficking prohibition certification required under Florida Statute Section 787.06, execution of participant liability waivers to be provided to the City, and a provision that any promotional materials posted via City channels be subject to reasonable staff approval. Ms. Joyce, who is also a licensed insurance agent, confirmed that all modifications were acceptable.

Motion to approve the Elite 386 Baseball Club seasonal contract with the modifications discussed on the record was made by Commissioner Werning and seconded by Commissioner Hyatt. The motion was 5-0.

4. Committee Appointments/Resignations

City Manager Barkley reported that Rachelle Lee had expressed intent to resign from the Planning, Land Development, and Regulatory Commission (PLDRC) and requested appointment to the Parks and Recreation Advisory Board, including a request to serve as Vice Chair. City Attorney Waugh noted that officer positions are determined by the board itself, not the Commission. Although a formal written resignation had not yet been received due to illness, the Commission proceeded based on the prior written expression of intent.

Motion to accept Rachelle Lee's resignation from the PLDRC was made by Vice Mayor Catigano and seconded by Commissioner Hyatt. The motion was 5-0.

Motion to appoint Rachelle Lee to the Parks and Recreation Advisory Board was made by Mayor Taylor and seconded by Commissioner Hyatt. The motion was 5-0.

Mike Arman, PLDRC member, noted that the board currently has only three members and lacks the quorum of five required by City Code, with two alternates also needed. He requested that the Commission recruit additional members. City Attorney Waugh noted that remote attendance options may be worth considering addressing quorum issues.

I. CITY ATTORNEY

1. Mediation: Garden Street Southeast, LLC vs. City of Oak Hill City Attorney Waugh reported that the previously discussed mediation offers from Garden Street Southeast LLC had expired without agreement and are no longer on the table. He further reported that a hearing was held in the case earlier that day, at which the court granted continuance to November. City Attorney Waugh characterized the continuance as favorable to the city, as it provides an opportunity for the city to file its own motion for summary judgment. He also noted that he would be seeking leave to amend the City's defenses based on additional grounds identified at the hearing. City Attorney Waugh indicated that both parties anticipate the matter may be resolved on summary judgment, which could reduce litigation costs. He confirmed that some of the intervenor parties, represented by Attorney Tanner Andrews who was present, would likely be allowed to enter the case, and that discovery obligations exist for both sides. In response to Commissioner Werning's inquiry regarding budget projections, City Attorney Waugh stated that estimating litigation costs remains difficult and depends significantly on the opposing party's conduct and judicial directives.

J. BOARDS & COMMITTEES

1. PLDRC

No report was given. Membership and quorum concerns were addressed under Agenda Item H.4.

2. Comprehensive Plan Committee No report was given.

3. Parks & Recreation Advisory Board

Sara Boyd, Parks and Recreation Advisory Board member, reported on preparations for the Fourth of July event at the Powell property. She noted difficulty convening board meetings due to lack of quorum but anticipated that the new appointment would allow a meeting to be scheduled soon. Key outstanding items included porta-potty rental costs, identification of five judges for the barbecue competition, and vendor coordination. Confirmed vendors include Wicked Tasty food truck, New Smyrna Shark Bite Jerky, Oak Hill Plants (also a \$250 sponsor), and Farmhouse Cats. The event is open to the public at 10:00 AM on July 4th, judging at 2:00 PM. Commissioner Werning raised the question of whether the existing bathroom trailer on the Powell property could be inspected and potentially utilized or sold.

City Manager Barkley indicated that Public Works Director Travis Allen had confirmed the trailer is not functional and not ADA compliant. Commissioner Werning requested that a professional inspection be conducted and that the matter be addressed. Ms. Boyd also requested Commission authorization to close a portion of a city road adjacent to the property for the event. The Commission delegated authority to City Manager Barkley to address road closure logistics and use of the adjacent vacant lot for parking and vendor trailers as needed.

K. COMMENTS FROM THE COMMISSIONERS

Commissioner Drollinger reported that he had located the previously developed list of Commission priorities from a prior workshop session and requested Commission support to revisit and begin implementing items from the list. The Commission concurred. Commissioner Drollinger also noted that Waste Pro collected trash on Gaines Street as previously requested.

Mayor Taylor commended the Memorial Day remembrance at Saints and Center Cemetery and acknowledged the contributions of Dru Ann, American Legion Post 285, and Public Works Director Travis Allen. Mayor Taylor also requested that future meeting minutes be produced in larger font size for accessibility.

Commissioner Werning raised concerns about City Hall accessibility and staffing, noting multiple constituent complaints about the building appearing unstaffed and the front reception desk being unattended during business hours. She noted that she had personally encountered an unstaffed

front desk on three separate occasions. Administrative Assistant staff Tosha Meyer clarified that current hours are 8:00 AM to 4:30 PM and that she personally covers the front desk, noting that most of the public traffic occurs before 2:00 PM. The Commission agreed that a staff member should always be visibly present at the front desk during operating hours. Commissioner Werning & Vice Mayor Catigano additionally expressed support for returning to two Commission meetings per month.

L. ADJOURNMENT

Motion to adjourn was made by Commissioner Werning and seconded by Commissioner Drollinger

The motion carried unanimously and the meeting was adjourned.

x



Ricky Taylor
Mayor

x



~~John Barkley~~ JANET SHIRA
City Administrator