

**City of Holly Hill, Florida
City Commission
Agenda | November 11, 2025**

City Commission Chamber

**Regular City Commission and CRA
Meeting**

6:00 PM

**City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117**

City Clerk's Office: (386) 248-9441 – Fax: (386) 248-9448



City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

CITY COMMISSION Members

Mayor
John Penny

District 1 - Commissioner
Debra Snow

District 3 - Commissioner
Jeffrey DeLanoy

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Roy Johnson

City Manager
Joseph Forte

City Clerk
Valerie Manning

1. Call to Order

- a. Roll Call
- b. Invocation by City Commissioner Jeffrey DeLanoy
- c. Pledge of Allegiance

2. Presentations - None**3. Recess the CC Mtg and Convene as the CRA****4. CRA Agenda Item(s)**

1. 2025-R-91 - CRA - Overhead to Underground Conversion Project - Electrical Conversion CEI

(Requested by Steven Juengst, Deputy Public Works Director)

5. Adjourn as the CRA & Reconvene the CC Mtg**6. Public Comments**

This is the time for the public to come forward with any comments they may have on any subject related to city business not listed on the Regular Agenda or under Public Hearings. Prior to commenting, individuals are asked to clearly state their name and city of residence for the record. Each individual shall be afforded no more than 3 minutes to speak unless such time is extended by a majority vote of the City Commission. The City Clerk's Office is required to retain any documents, photographs, drawings, etc., that are shown to the City Commissioners. All comments shall be directed to the presiding officer.

7. Approval of Minutes

1. Minutes - October 28, 2025 Regular City Commission Meeting

(Requested by Valerie Manning, City Clerk)

8. Consent Agenda

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. Is there anyone in the audience who wishes to speak on any item on the Consent Agenda?

1. 2025-R-92 - Ford F-750 Dump Truck Purchase

(Requested by Steven Juengst, Deputy Public Works Director)

2. 2025-R-93 - Declaring Identified Items as Surplus

(Requested by Scott Gutauckis, Information Technology Manager)

3. 2025-R-94 -The Alternative Asphalt

(Requested by Michele Moore, Finance Director)

9. Regular Agenda

1. 2025-R-95 - Immigration Grant Program (IG037) - FY25-26

(Requested by Byron Williams, Police Chief)

2. 2025-R-96 - Overhead to Underground Conversion Project - Electrical Conversion CEI

(Requested by Steven Juengst, Deputy Public Works Director)

3. 2025-R-97 - Budget Resolution Carry Over Funds from FY24-25 to FY25-26

(Requested by Michele Moore, Finance Director)

4. 2025-R-98 - FY2024-2025 Adopted Budget - Final Amendment

(Requested by Michele Moore, Finance Director)

5. FIRST READING - Ordinance 3093 - Proposed Charter Amendments

(Requested by Joseph Forte, City Manager)

6. Request for Lien Reduction - 1100 Ridgewood Avenue

(Request by Joseph Forte, City Manager)

10. Public Hearings

Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant will be heard first. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that members of the public keep their comments brief and try to limit these comments to information not previously discussed. Members of the public who wish to speak, should state their name and city of residence clearly for the record. Each individual shall be afforded no more than 3 minutes to speak unless such time is extended by a majority vote of the City Commission. The City Clerk's office is required to retain any documents, photographs, drawings, etc., that are shown to the City Commissioners. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor. Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

1. Murphy Oil Special Exception

(Requested by Brian Walker, City Planner/Assistant City Manager)

11. Communications

- a. City Manager Comments
- b. City Attorney Comments

- c. Mayor Comments
- d. City Commission Comments

12. Adjournment

Website Address – www.hollyhillfl.org (City Clerk)

Notice – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441.



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's office

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk's Office no later than 3 days prior to the proceedings.