HOLLY HILL
FLORIDA

City Commission
Minutes • 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

1. Call to Order

The meeting was called to order at approximately 6:00 PM.
Present:
Mayor John Penny
City Commissioner Debra Snow
City Commissioner Penny Currie
City Commissioner Jeffrey DeLanoy
City Commissioner Roy Johnson
Absent: N/A

2. Presentations

Retirement proclamation for Sergeant Denise Marquez for serving over 20 years of service to the Holly Hill Police Department.

3. Recess the CC Mtg and Convene as the CRA

The City Commission meeting was recessed at approximately 6:05 PM to convene as the Community Redevelopment Agency (CRA) for the CRA meeting.

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)

   RESOLUTION 2025-R-91
   A RESOLUTION OF THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING AN AGREEMENT WITH MEAD & HUNT, INC., FOR THE PROVISION OF CEI SERVICES FOR THE ELECTRICAL SERVICE CONVERSIONS PORTION OF PHASE III OF THE OVERHEAD TO UNDERGROUND UTILITY CONVERSIONS PROJECT AT A COST OF $68,720.40 AND AUTHORIZING THE CITY MANAGER TO EXECUTE

THE SAME; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the conversion of electrical services for commercial customers is required as a part of the overhead to underground project; and

WHEREAS, construction administration, inspection and project management services are needed to ensure that all work is completed according to project design; and

WHEREAS, Mead & Hunt, Inc., is a continuing services consultant with the city who has designed the electrical conversion portions of the Overhead to Underground Utility Conversions Project; and

WHEREAS, staff have analyzed the proposal submitted and found it to be reasonable.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF HOLLY HILL, Florida:

SECTION 1. That the Community Redevelopment Agency of the City of Holly Hill, Florida, approve an agreement with Mead & Hunt, Inc., for the provision of CEI services for the electrical service conversions portion of the Phase 3 Overhead to Underground Utility Conversions Project at a cost of $68,720.40 and authorize the City Manager to execute the same.

SECTION 2. Severability. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 11th day of NOVEMBER 2025.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	Vice Mayor/City Commissioner Roy Johnson
Seconder:	City Commissioner Penny Currie
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

5. Adjourn as the CRA & Reconvene the CC Mtg

The Community Redevelopment Agency (CRA) meeting adjourned at approximately 6:06 PM. The City Commission regular meeting reconvened at that approximate time.

6. Public Comments

None

7. Approval of Minutes

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

(Requested by Valerie Manning, City Clerk)

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	City Commissioner Debra Snow
Seconder:	City Commissioner Penny Currie
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

8. Consent Agenda

Mayor Penny asked if there was anyone in the audience that wished to speak on any item on the Consent Agenda or if any member of the Commission wished to pull an item for further discussion. There was no one.

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

(Requested by Steven Juengst, Deputy Public Works Director)

RESOLUTION 2025-R-92

A Resolution of the City of Holly Hill, Florida, approving the Piggyback of Pasco County contract # IFB-RR-21-042, awarding the purchase of a 2027 Ford F-750 dump truck at a cost of $94,628.06 to Bartow Ford and authorizing the City Manager to execute the same; Providing for Severability; and Providing for an Effective Date.

WHEREAS, a Ford F-750 Dump Truck was approved to be purchased in fiscal year 2025-2026; and

WHEREAS, the City of Holly Hill desires to purchase the vehicle under Pasco County Vehicle Purchase contract #IFB-RR-21-042, under the same terms and applicable conditions as that agreement; and

WHEREAS, Chapter 287, Florida Statutes, grants the authority to piggyback the purchase of goods and services as a form inter-governmental cooperative purchasing in which a public purchaser requests competitive sealed bids, enters into a contract, and arranges, as part of the contract, for other public purchasing units to purchase from the selected vendor under the same terms and conditions as itself in order to take advantage of the better pricing that large purchasers are able to obtain in order to reduce administrative time and costs involved in the procurement process (i.e., cost of preparing bid specifications, advertising, etc.); and

WHEREAS, pursuant to the City's purchasing policy, "piggyback" contracts are allowed for existing government contracts; and

WHEREAS, the City Commission of the City of Holly Hill now desires to authorize and approve the form of the contract by Pasco County and any other related documents; and

WHEREAS, the city has determined that in this circumstance, piggybacking onto an agreement entered into by Pasco County is the most economically advantageous way to procure these goods and services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. Pursuant to the City's purchasing policy, "piggyback" contracts are allowed for existing government contracts.

SECTION 2. It is hereby ascertained, determined and declared that it is in the best interest of the City to enter into a contract with Bartow Ford for the purchase of a 2027 Ford F-750 Dump Truck at a cost of $94,628.06.

SECTION 3. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on the 11th day of NOVEMBER 2025.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	Vice Mayor/City Commissioner Roy Johnson
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

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

(Requested by Scott Gutauckis, Information Technology Manager)

RESOLUTION 2025-R-93

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, TO APPROVE THE DISPOSAL OF ITEMS IDENTIFIED TO BE SURPLUS ACCORDING TO PURCHASING POLICY SECTION 13.2; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the IT Department has identified three (3) Apple iPads, ten (10) Hewlett Packard computers, and two (2) Panasonic computers that are no longer in use or have been replaced for a total value of $8,093.33;

and
WHEREAS, proceeds from the sale of the surplus items will generate revenue for the City to be placed in the fund that acquired the fixed asset.
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:
SECTION 1. That the City Commission does hereby declare the items identified as surplus and authorize the disposal of the surplus equipment via auction, donation, scrap, or trade-in as determined appropriate
SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.
SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Commission.

APPROVED AND AUTHENTICATED on this 11th day of NOVEMBER 2025.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	Vice Mayor/City Commissioner Roy Johnson
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

3. 2025-R-94 -The Alternative Asphalt

(Requested by Michele Moore, Finance Director)

RESOLUTION 2025-R-94
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, WAIVING THE BIDDING REQUIREMENTS FOR ASPHALT REPAIRS AND MAINTENANCE AND APPROVING EXPENDITURES FOR AN ANNUAL AMOUNT NOT TO EXCEED $75,000 TO THE ALTERNATIVE ASPHALT, LLC AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY NECESSARY PRICE AGREEMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
WHEREAS, the city anticipates the need for asphalt repair services; and
WHEREAS, the city has identified The Alternative Asphalt, LLC of Holly Hill to be very cost-effective and responsive; and
WHEREAS, the City's repairs will be project location specific and will be charged to the appropriate funding available within repair and maintenance accounts for Streets, Stormwater, Water and Wastewater Divisions of the Public Works Department; and
WHEREAS, the city requests that the City Commission of Holly Hill, Florida waive the bidding requirements for asphalt repairs and maintenance and approve expenditures in an annual amount not to exceed $75,000 to The Alternative Asphalt, LLC of Holly Hill, FL.
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:
SECTION 1. That the City Commission of the City of Holly Hill approve the waiver of bidding requirements for asphalt repairs and maintenance and approve annual expenditures in an amount not to exceed $75,000 to The Alternative Asphalt, LLC and authorize the City Manager to execute the same.
SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.
SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on the 11th day of NOVEMBER 2025.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	Vice Mayor/City Commissioner Roy Johnson
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

9. Regular Agenda

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

(Requested by Byron Williams, Police Chief)

RESOLUTION 2025-R-95

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, AMENDING THE ADOPTED BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2025-2026; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill amends its annual budget as changes occur throughout the fiscal year, and has amended the current budget by the following Resolutions: 2025-R-1; and

WHEREAS, this Resolution amends the budget to account for additional revenue from the State Board of Immigration Enforcement, Local Law Enforcement Immigration Grant Program (Grant Award Agreement IG037), which provides reimbursement funding for officer overtime participation in ICE Task Force operations within the Holly Hill Police Department; and

WHEREAS, participation in ICE Task Force operations enhances intergovernmental collaboration, strengthens investigative capacity, and improves community safety through the enforcement of immigration-related laws; and

WHEREAS, the IG037 grant award totals **$32,468.83** for the period **February 17, 2025, through June 30, 2026**, with **no local match required**, and will fully fund the overtime costs for four (4) participating officers; and

WHEREAS, the continuation of this program aligns with the City Commission's goals of maintaining a sound and sustainable financial plan and providing proficient public health and safety services through intergovernmental collaboration and innovative policing initiatives.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission of the City of Holly Hill hereby amends the Fiscal Year 2025-2026 budget by revising the budget in total pursuant to itemizations contained in Exhibit "A," which is attached hereto and incorporated herein.

SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution is found to be invalid, unlawful, or unconstitutional, it shall not affect the validity, force, or effect of any other section or part of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 11th day of November 2025.

Mayor Penny opened public participation. No one spoke.
Commissioner Currie shared her concerns and thoughts regarding the Immigration Grant Program (IG037).

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 3 - 2**
Mover:	City Commissioner Jeffrey DeLanoy
Seconder:	Vice Mayor/City Commissioner Roy Johnson
Ayes:	John Penny
Nays:	Debra Snow, Penny Currie

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

(Requested by Steven Juengst, Deputy Public Works Director)

RESOLUTION 2025-R-96

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING AN AGREEMENT WITH MEAD & HUNT, INC., FOR THE PROVISION OF CEI SERVICES FOR THE ELECTRICAL SERVICE CONVERSIONS PORTION OF PHASE III OF THE OVERHEAD TO UNDERGROUND UTILITY CONVERSIONS PROJECT AT A COST OF $68,720.40 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; PROVIDING FOR SEVERALBILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the conversion of electrical services for commercial customers is required as a part of the overhead to underground project; and

WHEREAS, construction administration, inspection and project management services are needed to ensure that all work is completed according to project design; and

WHEREAS, Mead & Hunt, Inc., is a continuing services consultant with the city who has designed the electrical conversion portions of the Overhead to Underground Utility Conversions Project; and

WHEREAS, staff have analyzed the proposal submitted and found it to be reasonable.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, Florida:

SECTION 1. That the City Commission of the City of Holly Hill approve an agreement with Mead & Hunt, Inc., for the provision of CEI services for the electrical service conversions portion of the Phase 3 Overhead to Underground Utility Conversions Project at a cost of $68,720.40 and authorize the City Manager to execute the same.

SECTION 2. Severability. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 11th day of NOVEMBER 2025.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	Vice Mayor/City Commissioner Roy Johnson
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

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

(Requested by Michele Moore, Finance Director)

RESOLUTION 2025-R-97

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE FISCAL YEAR 2025-2026 ANNUAL OPERATING BUDGET, APPROPRIATING OPEN ENCUMBRANCES AND PROJECT CARRYOVER FUNDS FROM THE FISCAL YEAR 2024-2025 TO THE FISCAL YEAR 2025-2026 BUDGET; SETTING FORTH REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill has certain Purchase Orders issued encumbering funds and projects initiated prior to the fiscal year commencing October 1, 2025, which remain incomplete and will carry over from Fiscal Year 2024-2025 into the ensuing fiscal year; and

WHEREAS, the City of Holly Hill City Commission adopted Resolution 2025-R-71 approving the Annual Operating Budget for Fiscal Year 2025-2026; amendments 2025-R-89 and 2025-R-90; and

WHEREAS, the City of Holly Hill City Commission desires to appropriate the necessary carryover funds for continuation and completion of certain City operations and continuing projects and to set forth and appropriate certain revenues and expenses.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. BUDGET AMENDMENT. The project carryover funds and funds encumbered with open Purchase Orders are hereby appropriated as set forth in Composite Exhibit "A" attached hereto, which reflects revenues and corresponding expenditures for the designated projects for the Fiscal Year 2025-2026 budget.

SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 3. EFFECTIVE DATE. The Budget item adopted in the preceding section shall govern the expenditures relating to operations and projects for the City during the current fiscal year effective October 1, 2025, through September 30, 2026. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 11th day of NOVEMBER 2025.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	City Commissioner Debra Snow
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

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

(Requested by Michele Moore, Finance Director)

RESOLUTION 2025-R-98
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, APPROVING A FINAL AMENDMENT TO THE ADOPTED BUDGET FOR FISCAL YEAR 2024–2025; PROVIDING FOR THE ADJUSTMENT OF REVENUES AND EXPENDITURES TO REFLECT CURRENT OPERATIONAL PRIORITIES AND FINANCIAL CONDITIONS; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.
WHEREAS, the City Commission of the City of Holly Hill adopted the annual operating budget for Fiscal Year 2024–2025 to guide the City's financial operations and capital improvement planning; and
WHEREAS, the City Commission recognizes the need to amend the adopted budget to reflect current operational needs, updated revenue and expenditure projections, and other financial adjustments necessary for accurate and transparent financial management; and
WHEREAS, the proposed amendment provides for accurate revenue and expenditure projections as of the first quarter of the fiscal year and ensures the maintenance of a sound and sustainable financial plan; and
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:
SECTION 1. AMENDED BUDGET. The City Commission of the City of Holly Hill amends the Fiscal Year 2024-2025 budget
SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.
SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.
APPROVED AND AUTHENTICATED on the 11th day of NOVEMBER 2025.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	Vice Mayor/City Commissioner Roy Johnson
Seconder:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

5. FIRST READING - Ordinance 3093 - Proposed Charter Amendments

(Requested by Joseph Forte, City Manager)

ORDINANCE 3093
AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTED PURSUANT TO FLORIDA STATUTE SECTIONS 101.161 AND 166.031 SETTING FORTH A PROPOSED AMENDMENT TO THE CITY'S CHARTER TO BE SUBMITTED TO THE VOTERS OF THE CITY AT THE GENERAL ELECTION ON NOVEMBER 3, 2026; PROVIDING FOR THE BALLOT TITLE, TITLE FOR THE PROPOSED AMENDMENT; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY, PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission appointed a Charter Review Committee that reviewed the Charter and recommended three (3) charter amendments; and

WHEREAS, the Charter Review Committee has recommended that there be three (3) separate ballot questions, each addressing a separate proposed Charter amendment, one proposing changes to the process for filling vacancies in the office of Mayor and City Commission; one clarifying when the Charter Review Committee shall be appointed and the last one proposing changing to eliminate the requirement the City add fluoride in the City's public water supply.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. The City Commission of the City of Holly Hill hereby proposes the following proposed amendments to the City's Charter.

FILLING OF VACANCIES IN THE OFFICE OF MAYOR OR CITY COMMISSIONER

BALLOT SUMMARY

The City Charter currently provides a vacancy in elected office is filled at the next regularly scheduled election unless said election is more than one year in the future, in which case a special election is called to fill the vacancy. This amendment requires the City Commission to appoint a qualified resident within 30 days of such a vacancy to serve on a temporary basis until the next election.

BALLOT QUESTION

Shall the City Charter be amended to require the temporary filling of a vacancy in an elected office by appointment by the City Commission to serve on a temporary basis until the next election?

______ Yes. Approve amending the City Charter.

______ No. Reject amending the City Charter.

CHARTER REVIEW COMMITTEE

BALLOT SUMMARY

The City Charter only requires the City Commission to have a Charter Review Committee every ten (10) years. The proposed amendment requires the City Commission to create the Charter Review Committee by September 30th of the year before the 10-year anniversary for the Charter Review, requires Committee members to be registered voters of the City and the Mayor's appointment shall serve as Chairman of the Committee.

BALLOT QUESTION

Should the City Charter be amended to require the Charter Review Committee be created by September 30th of the year before the 10-year anniversary date for the Charter Review, require only registered voters of the City be on the Committee and the Mayor's appointment shall serve as Chairman of the Committee?

______ Yes. Approve amending the City Charter.

______ No. Reject amending the City Charter

REMOVE REQUIREMENT TO ADD FLOURIDE TO THE CITY PUBLIC WATER SUPPLY

BALLOT SUMMARY

The City Charter requires fluoride to be added to the City's public water supply. State law was recently amended to not allow the city to add fluoride to the City's potable water supply. The proposed amendment removes the requirement that the city add fluoride to the City's potable water supply so that the City's Charter will be compliant with the current State law.

BALLOT QUESTION

Should the City's Charter be amended to remove the requirement that the city add fluoride to the city public water supply?

______ Yes. Approve amending the City Charter.

______ No. Reject amending the City Charter.

SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all ordinances made in conflict with this Ordinance are hereby repealed.

SECTION 4. That this Ordinance shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 11th day of NOVEMBER 2025 for first reading.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**

Mover:	City Commissioner Jeffrey DeLanoy
Seconder:	Vice Mayor/City Commissioner Roy Johnson
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

6. Request for Lien Reduction - 1100 Ridgewood Avenue

(Request by Joseph Forte, City Manager)

Mr. Forte briefly went through the staff report. The city received a request for a Reduction of a Code Enforcement Lien that has been placed on the property located at 1100 Ridgewood Avenue, Holly Hill, FL 3217. The current property owner is in the name of Patricia Oliva, Life Estate. The property is under contract with Jason Stern dba Stern & Stern Properties, who intend to have the property developed into a Murphy USA fuel station and convenience store. This property has fallen in and out of compliance for many years dating back to the summer of 2017. The Special Master heard testimony on this property on November 14, 2017, with the below Findings of Fact, which are included in the agenda packet. The violations were corrected with the exception of IPMS 505.3 which is a violation involving the water supply system. The Conclusions of Law states, “The respondent and owner of the property is in violation IPMA 505.3, the water supply system shall be installed and maintained to provide supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks.” Furthermore, The Special Master heard testimony on this property again on July 24, 2018 with the below Findings of Fact. Typically, the City Manager would negotiate, with the buyers, a reduction of lien since the property is not in compliance. However, in this particular situation, because the property is likely to have additional unintended costs associated with the clean-up of the environmental concerns, costs associated with the development are expected to increased. Therefore, to support the elimination of the blighted area which is located at a major entrance into the city’s Community Redevelopment Area, the city manager is requesting the outstanding liens be eliminated and only the associated real and staff costs be paid. The city has requested the following as compensation to release the lien once the property is brought into compliance within 9 months. Staff's recommendation is to reduce the lien from $806,325.00 to the amount $3,999.53. This lien reduction offer will remain in place for 9 months while the developer continues their due diligence on obtaining the required permits for all agencies. The lien will not be released until the property is brought into compliance by the demolition of all the existing buildings on the property.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	Vice Mayor/City Commissioner Roy Johnson
Seconder:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

10. Public Hearings

1. Murphy Oil Special Exception

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

Joshua Steele, Senior Planner, briefly went through the staff report for the Murphy Oil Special Exception request. The applicant is seeking special exception approval to allow a Service Station/Gas Station and pumps on a series of parcels in the CC-1 zoning district. The subject properties are located at the northwest corner of Ridgewood Ave and LPGA Blvd. The subject property consists of the 5 parcels listed above, which currently contain 5 commercial buildings and access on Ridgewood Ave, LPGA Blvd, and State Ave. The property is located within the redevelopment overlay. The property is zoned CC-1 (Commercial Corridor

District) which allows Service Stations/Gas Stations only as a special exception use subject to the provisions of Section 114-682 of the Land Development Regulations of Holly Hill. The site will be developed as shown on the attached site layout (Exhibit A). The applicant proposes construction of a convenience store and 16 self-service pumps. In order to approve the Service Station/Gas Station at the subject location, the City Commission must find that the site meets the requirements of Section 114-682. These requirements are listed within the agenda packet and staff has reviewed plans for the development (Exhibit A) and finds that the proposed development adheres to all 9 requirements for a special exception. Staff recommends conditional approval of the special exception as requested for a Service Station/Gas Station for properties located at the northwest corner of Ridgewood Ave and LPGA Blvd.

Mayor Penny opened public participation. No one spoke.

Motion to Approve.	
Result:	**Passed [UNANIMOUS] - 5 - 0**
Mover:	City Commissioner Debra Snow
Seconder:	Vice Mayor/City Commissioner Roy Johnson
Ayes:	John Penny, Debra Snow, Penny Currie, Jeffrey DeLanoy, Roy Johnson
Nays:	None

11. Communications

a. City Manager - Mr. Forte mentioned during the elected officials roundtable meeting there was a presentation by Votran and they talked about changes in the routes. He doesn't think that there's necessary a big change in the Holly Hill area, but in the end they offered to make presentations to the Commission. There was consensus that it wasn't necessary because there were no changes to the city's route. Mr. Forte wished everyone a Happy Thanksgiving and he will see them in December for their next meeting.
b. City Attorney - Happy Thanksgiving
c. Mayor Penny mentioned the National Night Out event; Kindness Initiative Program that Becki has been working on and it beings today, November 13th; there is a Mayor's Challenge Food Drive going on that is running from now until November 20th with the help of Pictona. There is information about this on the city's social media pages along with a QR Code that anyone can donate in regards to helping with food donations to the community. The concert series on Friday night with the O-Town Motown was great and well attended.
d. Commissioner Johnson enjoyed the Veteran's Day Ceremony in front of City Hall today; Volusia Sports Center is doing well and it's been open for 3 years now; wished everyone a Happy Thanksgiving and looking forward to the Christmas Tree Lighting Ceremony on Friday, December 5th at 6:00 PM and then Saturday morning, December 6th from 10:00 AM - 12:00 PM.
e. Commissioner DeLanoy enjoyed National Night Out and wished everyone a Happy Thanksgiving.
f. Commissioner Snow enjoyed National Night Out, the Veteran's Day Ceremony this morning was nice and she extended her appreciation to Commissioner Currie for the research that she does for the agenda items and it's helpful and encouraging for all of them to do this because the decisions they make are very important and

wished everyone a Happy Thanksgiving.

g. Commissioner Currie appreciated the kind words from Commissioner Snow. Commissioner Currie said the Kindness program and the Food Drive challenge are great ideas and she asked if Mr. Forte could send her the Task Force reports every 3 months.

12. Adjournment

The meeting adjourned at approximately 6:50 PM.