CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● NOVEMBER 10, 2015

City Commission Chamber	Regular City Commission Meeting	7:00 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

A. Roll Call

Attendee Name	Title	Status	Arrived
Arthur J. Byrnes	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John F. Capers	District 3 - Commissioner	Present	
Elizabeth Albert	District 4 - Commissioner	Present	
John Penny	Mayor	Present	

B. Invocation
Mayor Penny led the invocation.

C. Pledge of Allegiance to the Flag
Sheriff Forrest Currie and his son, Aston led the Pledge of Allegiance.

2. PRESENTATION

1. -DOC-2015-48

Commercial Solid Waste Audit

(Requested by Kurt Swartzlander, Finance)
Bill Redman, Redman Consulting Group, Inc., gave a brief presentation from his report to the Mayor and City Commissioners. Mr. Redman was asked to perform an audit to insure the City, Waste Management, and the Commercial
customers were uniform in the services being provided and the charges associated with those services. The presentation from Mr. Redman this evening are the findings from the completed audit.

RESULT:	PRESENTATION

Enacted and approved this 10th day of November, 2015, in Holly Hill

3. RECESS THE CITY COMMISSION MEETING & CONVENE AS THE CRA

4. PUBLIC PARTICIPATION

Mayor Penny opened public participation.

The following individual spoke to the Mayor and City Commissioners: Jim Legary, 342 Burleigh Avenue, Holly Hill.

Mayor Penny closed public participation.

5. CRA AGENDA ITEMS

1.

Re-Roof the Market Phase I

(Requested by Mark Juliano, Public Works)
Mark Juliano, Public Works Director discussed the staff report as it pertains to the re-roofing phase 1 at The Market for the restaurant.

Mr. Juliano mentioned that it has been determined that the conditions of the roofs on all wings of the Market, located at 101 2nd Street are in considerable disrepair. As such, a timetable of repair has been proposed in three discrete phases. The first of these phases is to repair the roof of the west wing of the Market, which is home to the Chucherias Hondurenas restaurant. The current roof on the west wing has no insulation, which is assumed to elevate the cost of heating and cooling the building. In addition, the shingles of this roof are in significant disrepair.

The specifications for this re-roofing project include adding 6” of insulation to the roof, adding 2 layers of modified bitumen membranes, adding a reflective cap sheet and new asphalt shingles. Mr. Juliano discussed the cost for the re-roofing to be $150,000 which was allocated towards this project in the 2014-2015 budget. These funds have been carried over into the current fiscal year. On July 16, 2015 a bid opening was held for this project. The low responsive bid for this work was a base bid of $48,426 offered by R&R Industries. Staff is asking for approval of R&R Industries to repair the roof on the west wing of The Market as discussed.

Mayor Penny opened public participation.

The following individual spoke to the Mayor and City Commissioners: Arthur Morris, 397 Silver Beach Drive, Holly Hill.

Mayor Penny closed public participation.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Elizabeth Albert, District 4 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

Enacted and approved this 10th day of November, 2015, in Holly Hill

2.

US1 Trash Receptacles

(Requested by Kurt Swartzlander, Finance)
Mr. Forte discussed the staff report and showed the Mayor and Commissioners what the trash receptacles would look like. In an effort to add to the beautification of the US1 corridor and to encourage an environment of public-private partnership, the purchasing of (10) decorated trash receptacles with matching poles is proposed.

This program is anticipated to be similar to that of the Adopt-a-Highway program. The receptacles will be placed near bus stops along US1, with businesses encouraged to adopt and maintain the receptacle and area. Participating businesses will benefit from this program as signs will be placed near the receptacles stating that the area is being maintained by the participating businesses. Business owners will be responsible for the installation, location, and maintenance of the receptacles.

Mayor Penny opened public participation. No one spoke.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	John F. Capers, District 3 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

Enacted and approved this 10th day of November, 2015, in Holly Hill

3. <u>Resolution</u>

1225 : CRA Master Plan Update - Financial Incentives

(Requested by Joseph Forte, City Manager)
Mr. Forte discussed the staff report with the Mayor and City Commissioners for the CRA Master Plan Update. Mr. Forte stated the CRA Master Plan is in need of updating the Financial Incentives Section of the plan. In the backup material, there is a recommendation to provide for grants as well as public/private partnerships to assist in the development of properties in the CRA area. Mr. Forte stated the amendment to the plan will be mailed to all taxing authorities at least 15 days before the proposed action, the adoption of the amendment which will take place at December's City Commission meeting.

Mayor Penny opened public participation. No one spoke.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Elizabeth Albert, District 4 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

RESOLUTION

Enacted and approved this 10th day of November, 2015, in Holly Hill

6. ADJOURN AS THE CRA & RECONVENE THE CITY COMMISSION MEETING

7. APPROVAL OF MINUTES

1.

Minutes - October 27, 2015 - Regular City Commission Meeting

(Requested by Valerie Manning, City Clerk)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	Elizabeth Albert, District 4 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

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8. CONSENT AGENDA - ITEMS (1-4)

Mayor Penny asked if there was anyone from the Commission or the audience that wanted to pull an item from the Consent Agenda for further discussion. There was no one who wanted to pull an item.
Mayor Penny opened public participation. No one spoke.

1.

Fire Department Breathing Apparatus Purchase

(Requested by Valerie Manning, City Clerk)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John F. Capers, District 3 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

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2.

US1 Trash Receptacles

(Requested by Valerie Manning, City Clerk)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John F. Capers, District 3 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

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3.

Re-Roof the Market Phase I

(Requested by Valerie Manning, City Clerk)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John F. Capers, District 3 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

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4.

Police Department - Purchase of Used Patrol Vehicles

(Requested by Steve Aldrich, Police)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John F. Capers, District 3 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

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9. REGULAR AGENDA

1. <u>Resolution</u>

General Engineering Services Contracts

(Requested by Mark Juliano, Public Works)
Mayor Penny opened public participation. No one spoke.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Elizabeth Albert, District 4 - Commissioner
SECONDER:	John F. Capers, District 3 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

RESOLUTION

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10. PUBLIC HEARING

1. Resolution

A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Amending the Final Budget for the City of Holly Hill for the Fiscal Year 2014-2015; and Providing for Severability; and Providing for an Effective Date.

(Requested by Kurt Swartzlander, Finance)
Mayor Penny opened public participation.

The following individual spoke to the Mayor and City Commissioners: Jim Legary, 342 Burleigh Avenue, Holly Hill.

Mayor Penny closed public participation.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	Elizabeth Albert, District 4 - Commissioner
AYES:	Byrnes, Currie, Capers, Albert, Penny

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11. COMMUNICATIONS

a. City Manager & Staff Reports
Mr. Forte asked the Mayor and City Commissioners if they would like for him to gather information on selling The Market, get an appraisal done and report back to them. There was consensus from the Commission to move forward.
Mr. Forte reminded them that they are still in need of a Grand Marshal and spoke about the Jingle Bell Jog.

b. City Attorney
None.

c. Mayor's Report
Mayor Penny showed the Mile 417 Holly Hill window stickers that he had made up and asked if anyone would like to take some and place on their vehicles. Asked the Commission if it would be okay for the employees who drive city vehicles to place them on the rear window and it was okay to do that.

d. District Commissioners Reports
Commissioner Currie thanked her son and her husband for doing the Pledge of Allegiance tonight and thanked everyone who has been supportive during their adoption process.
Commissioner Byrnes spoke about his experience with the Canvassing Board and how well he thought it went and was pleased with the turn out.
Commissioner Albert agreed with Byrnes in the process of the Canvassing Board, it went very well; received a call with a compliment on the medians that the inmates are mowing.
Commissioner Capers spoke about the Canvassing Board and how interesting the process was; asked if they could look into getting information on a small water park for the kids and congratulated Commissioner Currie and Forrest on their adoption of their son, Aston.

12. ADJOURNMENT

The meeting adjourned at approximately 8:20 PM.

Valerie Manning
Valerie Manning, City Clerk CMC 11/10/2015

John Penny, Mayor 11/10/2015