CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● NOVEMBER 27, 2018

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
Chris Via	Mayor	Present	
John Penny	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John C. Danio	District 3 - Commissioner	Present	
Roy Johnson	District 4 - Commissioner	Present	

b. Invocation
Mayor Via led the invocation.

c. Pledge of Allegiance
Mayor Via led the Pledge of Allegiance to the Flag.

2. POSITIVITY AWARD - NONE

3. PUBLIC COMMENTS

The following individuals spoke to the Mayor and City Commissioners:

Jim Schultz, 117 Herbert Drive, Ormond Beach came forward to thank and appreciate the owners of the Twilight Hotel for the Christmas decorations they do every year. He is amazed by their decorations, the quantity and number of lights and displays they have each year. It becomes more of a city event than a light display. Holly Avenue is as nice as the Twilight Hotel in quality.

Heidi Heller, 460 Ridgewood Avenue, Holly Hill came forward to thank Mr. Forte for having a bench put in at the Publix bus stop.

4. APPROVAL OF MINUTES

1.

Minutes - November 13, 2018 - Regular City Commission and Installation of Newly Elected Officials Meeting

(Requested by Valerie Manning, City Clerk)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John C. Danio, District 3 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

Enacted and approved this 27th day of November, 2018, in Holly Hill

5. CONSENT AGENDA - ITEMS (1 - 4)

Mayor Via asked if any member of the Commission would like to pull any item on the Consent Agenda for further discussion.

Commissioner Johnson asked to pull item number 2, Boys and Girls Club Memorandum of Understanding because he had a question about it.

There was no one else from the Commission or the audience that wanted to discuss any other item on the Consent Agenda.

Commissioner Johnson wanted to know about number 12 (B) in the original agreement where it mentions the Holly Hill schools. Mr. Forte informed him this was the original agreement and when they renew with the Boys and Girls Club when this expires, that section will be updated.

There was no further discussion at this time.

Commissioner Penny made a motion to ***APPROVE CONSENT AGENDA ITEM 2, BOYS AND GIRLS CLUB MEMORANDUM OF UNDERSTANDING****, seconded by Commissioner Danio.*

Mayor Via opened public participation. No one spoke.

PASSED, 5-0.

1. Resolution

   Resolution 2018-R-71 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the Agreement with Mead & Hunt to Perform the Scope of Services for the Flomich Street and Riverside Drive Stormwater Improvement Project; and Providing for Severability; and Providing for an Effective Date.

   (Requested by Antoine Khoury, Public Works)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	John Penny, District 1 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

RESOLUTION

Enacted and approved this 27th day of November, 2018, in Holly Hill

2.

Boys and Girls Club - Memorandum of Understanding

(Requested by John McKinney, Finance)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Penny, District 1 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

Enacted and approved this 27th day of November, 2018, in Holly Hill

3.

ITB 19-PR-02 Fitness Court Installation

(Requested by John McKinney, Finance)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Penny, District 1 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

Enacted and approved this 27th day of November, 2018, in Holly Hill

4.

Police Vehicle Acquisition FY2019

(Requested by John McKinney, Finance)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John Penny, District 1 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

Enacted and approved this 27th day of November, 2018, in Holly Hill

6. REGULAR AGENDA

1. Ordinance

SECOND READING - Ordinance 3012 An Ordinance of the City Commission of the City of Holly Hill, Florida, Repealing Ordinance 3010 and Adopted Pursuant to Florida Statute, Section 166.031, Incorporating into the City of Holly Hill Charter Amendments, a Referendum was Passed During the Municipal General Election Held on Tuesday, August 28, 2018, Repealing the Civil Service Act and Approving the 4-Year Staggered Terms for the Mayor and City Commissioners; Repealing All Ordinances in Conflict Herewith; Providing for Severability; and Providing for an Effective Date.

(Requested by Valerie Manning, City Clerk)
Mayor Via opened public participation. No one spoke.

RESULT:	**APPROVED AT 1ST READING [UNANIMOUS] Next: 12/11/2018 7:00 PM**
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

2. Ordinance

FIRST READING - Ordinance 3013 An Ordinance of the City of Holly Hill, Florida, Amending the Land Development Regulations by Amending Section 114-707 Titled, "Outdoor Display of Merchandise" to Add Outdoor Display Regulations; Providing for Severability; Providing for Codification; and Providing for an Effective Date.

(Requested by Brian Walker, City Planner)

RESULT:	**PULLED FROM AGENDA TO A DATE CERTAIN Next: 12/11/2018 7:00 PM**

7. PUBLIC HEARING

1. Resolution

Resolution 2018-R-72 A Resolution of the City Commission of the City of Holly Hill, Florida, Amending the Final Budget for the City of Holly Hill for the Fiscal Year 2017-2018; and Providing for Severability; and Providing for an Effective Date.

(Requested by John McKinney, Finance)
John McKinney, Finance Director stated this is the required final amended budget that must be completed per Florida Statute within 60-days of the close of the fiscal year. In front of everyone is the revised copy that staff made some more tweaks today. Within all the funds, the General Fund, 301 fund, 400 fund, 407 fund, all of the major operating funds, staff made adjustments to all of the Capital Projects that weren't completed that staff was able to place it in the future year carry forward accounts so that they can utilize it when the projects are completed in fiscal year 2019 that the city is currently in. By amending the budget that the Commission already approved which was at $35,359,399 staff is making a total adjustment of $7,258,840 bringing the total final amended budget to $28,100,559. If there's any particular questions he can answer regarding these, he can answer them for the Commission.
Commissioner Penny stated the $7.2 million will be added to this year so it will inflate the budget by $7.2 million.
Mr. McKinney stated, that's correct because it was all for Capital Projects. By the end of December or first part of January staff will be bringing the budget amendment for the current fiscal year to allocate funds for those projects. The city has some major projects. The biggest one being the US1 Undergrounding Project so they didn't complete that in the last fiscal year and also the city didn't do the watermain replacement. Those are all projects that will be coming back in future Commission meetings for approval for the budget.
Mr. Forte stated Commissioner Penny is exactly right. When the city does carry forward projects like this and it appears in the budget, it looks as though the city got this…
Commissioner Penny stated it looks like the city had a landfall of money.
Mr. Forte stated right and that's not the case. These are carry forward projects that have been budgeted and encumbered, not completed and staff moves the money forward into the next year in order to complete it. That's just how government finance works.
Mr. McKinney stated like the two police vehicles that were purchased in May. Those didn't get delivered until a couple of weeks ago so he has to move the money from last fiscal year to current fiscal year to pay for them now that they've been received. There's no windfall of any money. These are all for projects that the Commission has approved. They are still ongoing projects. They are just being completed, hopefully, in the current fiscal year.
Mayor Via opened public participation.
Karen Van Dusen, 1201 Daytona Avenue, Holly Hill stated she didn't exactly understand. Does this mean that the money wasn't spent, the city still has the money and the city is going to spend it on what the city had already budgeted?
Mr. McKinney stated yes, ma'am, that's correct. This is all money for projects that the Commission has approved that are still in the harbor to be completed. The city has two projects coming next Commission meeting for approval that the city will have to amend the budget to pay for them. So, yes. This is all for projects that did not get completed in fiscal year 2017-2018 and they should be completed in fiscal year 2018-2019.

Ms. Van Dusen stated but the city has the money. The money wasn't spent. The city still has the money that was originally budgeted.
Mr. McKinney stated that's correct. The cash is still there.
Ms. Van Dusen stated, okay. Thank you.
Mayor Via closed public participation.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	Roy Johnson, District 4 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

RESOLUTION

Enacted and approved this 27th day of November, 2018, in Holly Hill

8. COMMUNICATIONS

A. City Manager & Staff Comments

Mr. Forte informed the Mayor and Commissioner that the LED Light program throughout the city is completed. There has been a small number of complaints from people that say they are too bright. The city isn't going out and making individual light changes because that can become very problematic. So if they get complaints about it shining too bright into their house, staff will go out and take a look and see if it's actually shining "in" a house. A lot of times what it is, the roadway is brighter and it appears brighter but it's not shining "in" the house. There was an article in Sunday's News-Journal about the Pickleball, not a bad article but it didn't have any city input. The city is moving forward with that and he anticipates bringing forward the Pickleball contract to the Commission on December 11th. That will have the full details of the construction agreement, maintenance agreement, the relationships between the city and the Martin's who are the financing partners for the capital project and the Pickleball of Daytona in Holly Hill. The Commission will be aware of all of that. The construction plans are not complete. What the Commission might have seen in the paper or what, if they come to his office he can show them the conceptual plans. They're still changing as they speak until it becomes final. Dana Smith from DJ Designs is the architect that is doing the work on that and they are working with a Civil Engineer to try and get the site work completed. His point is, tomorrow they anticipate them signing their portion of the contract so he can get that contract on the agenda for December 11th. While they are here, they are going to meet with the News-Journal representative so there will be more articles coming out on it and as they've talked recently, this is the opportunity for them to sell the project on a number of levels. One is, the fact that the City Commission, the CRA is supporting this project with the $1 million encumbrance in exchange for the Martin's $3 million funding for the project that will total a $4 million Capital Project that will be "owned" by the city and that's real important that everybody understands that for the $1 million that the city is investing, the city will "own" a $4 million project. In addition to that, it's an opportunity for them to raise interest, seek new members to join their organization, to join the club, to grow the participation. He thinks that's a great opportunity. Most of all, it's another economic development tool that hopefully will get people coming here on a daily basis the same way they are going to the Daytona Beach Shores to play Pickleball and they're sitting there and waiting, where if they come to Holly Hill to play Pickleball there will be plenty of courts, there will be refreshments, locker rooms, breakrooms. He thinks it's going to really be another item that's going to recognize the City of Holly Hill in this area. If the News-Journal reaches out to the Commissioners for comments, he thinks they all know where the city is at with that.

Mayor Via asked for his knowledge and the publics, what is the approval process like for this entire project? Is there going to be a lot of different meetings about this?

Mr. Forte stated, no. The million dollars was approved in the budget encumbered as a CRA project so that part has already been taken care of in the budget. As far as the agreements, that will come to the Commission "one" time, which will be on December 11th to execute those agreements. As far as the development itself, the property is zoned properly. The city doesn't have to do any zoning amendments for that. It's considered an R Zoning but the use that the city is proposing fits within that R Zoning because it's still going to be city-owned and recreational activities. There will only be this one public meeting where they will be presenting these contracts for the Commission to approve.

Mayor Via stated, okay. And as we have spoken about, he wants to be sure to get out as much information as possible about the project to the general public. Thank you for bringing that up.

Commissioner Danio asked what's the estimated time of completion?

Mr. Forte stated they would like to see it completed at the end of 2019. At least a year away. By the time they go through everything, the site work and the development it could possibly be a year to year and a half away. With that being said, the timelines on the FPL project, the Overhead to Underground project is moving forward. The city did get the final designs from FPL so that's moving forward. Because there was a little delay on that, the city do go ahead and authorize AT&T to start doing their work and then the only thing left is Spectrum and some of the other smaller providers that are on the lines. That project is moving forward. You see them out there working in the street everyday but a big ticket item was waiting for the FPL design to get done and it's now done.

a.

Application for Funding Assistance - Justice Assistance Grant for Police Department

(Requested by Valerie Manning, City Clerk)
Mr. Forte stated this is the grant request for the drone. In order for the city to apply for the drone, it requires the Mayor to sign certain documents. In this particular case, historically the Mayor has signed. There's a gap in the city's Charter. It doesn't decipher between whether the Mayor has signature authority or the City Manager has signature authority so just to be sure, staff is asking the Commission to authorize the Mayor to sign this application process so the city can go forward and get their funds

to purchase the drone.

Commissioner Currie made a motion to ***APPROVE the MAYOR TO SIGN THE APPLICATION TO PROCESS THE FUNDING ASSISTANCE TO PURCHASE THE UNMANNED AIRCRAFT (DRONE) FOR THE HOLLY HILL POLICE DEPARTMENT****, seconded by Commissioner Danio.*

Mayor Via opened public participation. No one spoke.

PASSED, 5-0.

B. City Attorney Comments

None.

C. City Commission Comments

Commissioner Johnson asked about possibly getting the city's logo on the water tower on the incoming side of the tower.

Mr. Forte stated next time they paint it, they are going to put two logos on it. One on the east side and one on the west side.

Commissioner Johnson stated the other thing he would like to see looked at in the future about the widening of LPGA Blvd., from Nova Road to US 1 because that was discussed before he was Mayor.

Commissioner Currie and Mr. Forte mentioned that the TPO has in their long-range plan, looking at 3-laning LPGA and the city did a feasibility study and has been completed and submitted to the TPO for funding, it's in that funding cycle but that's going to take several years.

Commissioner Danio stated the Flomich Street/Riverside Drive project, someone called him and suggested some crosswalk paint or something.

Mr. Forte stated he's already talked with the Public Works Director and he's already evaluated all of the streets that "T" into Riverside Drive and everywhere that there is a sidewalk that goes down a side street to Riverside Drive staff will evaluate and put in a crosswalk. Where they have the grass between the street and the sidewalk, the city will have to make that ADA compliant and pour a slab of concrete in there so that they can actually cross and not have to cross the grass and dirt to get up there.

Commissioner Currie thanked Attorney Simpson for the beautiful Christmas tree out front. Reminded everyone about the Christmas Club this year. Packing day will be Saturday, December 15th at 9:00 AM. If anyone is interested in helping to pack food boxes or knows of a family that is in need of a food box, please let her know as soon as possible. Looking forward to the tree lighting ceremony and the parade this weekend.

Commissioner Penny suggested Nelda Johnson, the owner of the Twi-Light II Motel as the Citizen of the Year 2018.

Commissioner Currie made a motion to ***NOMINATE NELDA JOHNSON, OWNER OF THE TWI-LIGHT III MOTEL AS THE 2018 CITIZEN OF THE YEAR****, seconded by Commissioner Danio.*

Mayor Via opened public participation. No one spoke.

PASSED, 5-0.

Commissioner Penny asked that everyone keep Commissioner Byrnes in their thoughts and prayers.

D. Mayor's Comments

Mayor Via informed the Commission that they will continue rotating the invocation as Mayor Penny had done. Each Commissioner can either do the invocation themselves or pick a Pastor of their choice to do the invocation. Most times they will go ahead with a voice vote as they have done previously. It's very efficient and effective to run the meeting but when there is great discussion on items, it will be his discretion to call for a Roll Call vote but he also wants to let the Commission know too that if they ever feel there needs to be a Roll Call vote, they can request one as well. That way they can get their votes on the records one-by-one. Thanked everyone for coming to the meeting.

Commissioner Penny made a motion to ***CANCEL THE DECEMBER 25, 2018 REGULAR CITY COMMISSION MEETING DUE TO THE CHRISTMAS HOLIDAY****, seconded by Commissioner Danio.*

Mayor Via opened public participation. No one spoke.

PASSED, 5-0.

9. ADJOURNMENT

The meeting adjourned at approximately 7:45 PM.

Valerie Manning

Valerie Manning, City Clerk,CMC 11/27/2018

Chris Via

Chris Via, Mayor 11/27/2018