# CITY OF HOLLY HILL, FLORIDA

**CITY COMMISSION**

**MINUTES ● DECEMBER 8, 2020**

| City Commission Chamber | Regular City Commission Meeting | 7:00 PM |
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**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
b. Invocation by City Commissioner John Danio
   Commissioner Danio led the invocation.

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

## 2. PUBLIC COMMENTS

Jim Schultz, 117 Harvard Drive, Ormond Beach.

## 3. APPROVAL OF MINUTES

1.

Minutes - August 11, 2020, Regular City Commission Meeting, September 22, 2020, Regular City Commission and Second Public Hearing on Budget Meeting and November 10, 2020, Regular City Commission, CRA and Installation of Elected Officials Meeting; and the November 17, 2020 Workshop Session.

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

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| **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 8th day of December, 2020, in Holly Hill

## 4. CONSENT AGENDA - ITEMS ( 1 - 6 )

Mayor Via pulled Consent Agenda Items 1, 3, and 5 for further discussion.

**Mayor Via opened public participation.**

Heidi Heller, Holly Hill, asked about publishing the board application for the public when the current board members terms get ready to expire and to update the website where the application is location as well.

No one else spoke to Consent Agenda Items 2, 4, and 6.

**Mayor Via closed public participation.**

1. 2020-R-68 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Appointing One Member to the Firefighters Pension Fund Board of Trustees; Setting Forth the Term and Expiration Date for Said Member; and Providing for an Effective Date.

(Requested by Valerie Manning, City Clerk)
Mayor Via mentioned this agenda item will have to be moved to the January 12, 2021 City Commission meeting because Laurie Taylor is not a resident of Holly Hill and no longer works in Holly Hill. Therefore, the City Commission cannot appoint her because they have to appoint two citizens to the board but it's his understanding that she was an at-large member to begin with and actually doesn't have that residency requirement. She loves Holly Hill and wants to continue to serve. For her to continue serving, she will have to be appointed by the board at their meeting. The Firefighters appoint two and the Commissioners appoint two and then the board elects an at-large representative, which the Commission approves. The Commission needs to find one more person to serve on the board.

Mr. Forte stated he would like to make a recommendation to the Commission. The board's terms expire December 30th and there is one person within the Resolution that can serve and if the Commission approves her, that will give him at least three members for that board. If, for some reason, and they needed to call a pension board meeting, he will have a quorum. The Commission can approve the Resolution minus Laurie Taylor's name from it.

**Mayor Via asked if there were any questions from the Commission and there was none. Mayor Via opened public participation for this Consent Agenda item. No one spoke.**

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | John C. Danio, District 3 - Commissioner |
| **SECONDER:** | Roy Johnson, District 4 - Commissioner |
| **AYES:** | Via, Penny, Currie, Danio, Johnson |

**RESOLUTION**
**2020-R-68**
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING ONE MEMBER TO THE FIREFIGHTERS PENSION FUND BOARD OF TRUSTEES; SETTING FORTH THE TERM AND EXPIRATION DATE FOR SAID MEMBER; AND PROVIDING FOR AN EFFECTIVE DATE.**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING ~~TWO~~ ONE MEMBER TO THE FIREFIGHTERS PENSION FUND BOARD OF TRUSTEES; SETTING FORTH THE TERM AND EXPIRATION DATE FOR SAID MEMBER; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** in accordance with City Code Section 42-63, Board of Trustees, states the following: (a) The Board shall consist of five trustees, two of whom, unless otherwise prohibited by law, shall be legal residents of the city, who shall be appointed by the Holly Hill City Commission, and two of whom shall be members of the system, who shall be elected by a majority of the firefighters who are members of the system. The fifth trustee shall be chosen by a majority of the previous four trustees as provided herein, and such person's name shall be submitted to the Holly Hill City Commission. Upon receipt of the fifth person's name, the Holly Hill City Commission shall, as a ministerial duty, appoint such person to the board as a fifth trustee; and

**WHEREAS**, the Board shall consist of five trustees, two of whom, unless otherwise prohibited by law, shall be legal residents of the city, who shall be appointed by the Holly Hill City Commission.

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

**SECTION 1.** That the City Commission does hereby appoint the following individual to the Firefighters Pension Fund Board of Trustees:

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| **Sharon H. Miller** | **Commission Representative** |
| ~~**Laurie Taylor**~~ | **Commission Representative** |

**SECTION 2.** That the term for said member is set for two (2) years, expiring December 31, 2022.

**SECTION 3.** That this Resolution shall take effect immediately upon its adoption.

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

2. –2020-R-69 Resolution

A Resolution of the City of Holly Hill, Florida, Appointing Two Members to the Police Pension Board of Trustees; Setting Forth the Term and Expiration Dates for Said Members; and Providing an Effective Date.

(Requested by Valerie Manning, City Clerk)

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | John Penny, District 1 - Commissioner |
| **SECONDER:** | Roy Johnson, District 4 - Commissioner |
| **AYES:** | Via, Penny, Currie, Danio, Johnson |

**RESOLUTION**
**2020-R-69**
**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING TWO MEMBERS TO THE POLICE PENSION BOARD OF TRUSTEES; SETTING FORTH THE TERM AND EXPIRATION DATES FOR SAID MEMBERS; AND PROVIDING AN EFFECTIVE DATE.**

**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING TWO MEMBERS TO THE POLICE PENSION BOARD OF TRUSTEES; SETTING FORTH THE TERM AND EXPIRATION DATES FOR SAID MEMBERS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** in accordance with Section 42.86, City Code, the City of Holly Hill has a Police Pension Board as defined by Florida Statute Chapter 185; and

**WHEREAS**, the Board of Trustees shall consists of five members, two of whom, unless otherwise prohibited by law, shall be legal residents of the City of Holly Hill and must be appointed by the City Commission, and two of whom shall be police officers as defined in F.S., Section 185.02, elected by a majority of the active police officers who are members of the plan. The fifth member shall be chosen by a majority of the stated four members, and such person's name shall be submitted to the city commission. Upon receipt of the fifth person's name, the city commission shall, as a ministerial duty, appoint such person to the board of trustees. The fifth member shall have the same rights as each of the other four members appointed or elected, shall serve as trustee for a period of two years, and may succeed himself or herself in office. Each resident member shall serve as trustee for a period of two years, unless sooner replaced by the legislative body at whose pleasure the member serves, and may succeed himself or herself as a trustee. Each police officer member shall serve as trustee for a period of two years, unless he or she sooner leaves the employment of the municipality as a police officer, whereupon a successor shall be chosen in the same manner as an original appointment. Each police officer may succeed himself or herself in office.

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

**SECTION 1.** That the City Commission does hereby appoint the following individuals to the Police Pension Board of Trustees.

**Robert W. Taylor** **Commission Representative**

**Charlie Sharp** **Commission Representative**

**SECTION 2**. That the term for said members is set for two (2) years, expiring December 31, 2022.

**SECTION 3.** That this resolution shall take effect immediately upon its adoption.

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

3. 2020-R-70 Resolution

A Resolution of the City of Holly Hill, Florida, Appointing Members to the Board of Planning and Appeals and Setting Forth Term and Expiration Date for Said Members; and Providing for an Effective Date.

(Requested by Valerie Manning, City Clerk)
Mayor Via mentioned there was just a change to Dennis Smith's term, which would be December 2022.

**Mayor Via opened public participation. No one spoke.**

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Roy Johnson, District 4 - Commissioner |
| **SECONDER:** | John C. Danio, District 3 - Commissioner |
| **AYES:** | Via, Penny, Currie, Danio, Johnson |

**RESOLUTION**
**2020-R-70**
**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING MEMBERS TO THE BOARD OF PLANNING AND APPEALS AND SETTING FORTH TERM AND EXPIRATION DATE FOR SAID MEMBERS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPOINTING MEMBERS TO THE BOARD OF PLANNING AND APPEALS AND SETTING FORTH THE TERM AND EXPIRATION DATE FOR SAID MEMBERS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Holly Hill created a Board of Planning and Appeals for the purpose of hearing and deciding appeals in reference to Development Code Administration, and to make recommendations to the Commission in regards to variance requests, zoning issues, the land development regulations, and to perform other related duties as defined by City Code; and

**WHEREAS,** members of said board shall not be an elected City official or City employee; and

**WHEREAS,** members of said board shall either be a resident of the City or own a business within the City; and

**WHEREAS,** the terms of office for regular members of said board shall be two years.

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

**SECTION 1.** That the City Commission does hereby appoint the following individuals to the Board of Planning and Appeals:

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| **Dennis Smith** | **Regular Member** | **Term Expires December 2022** |
| **Michael Myer** | **Regular Member** | **Term Expires December 2022** |
| **Robin D. Hanger** | **Regular Member** | **Term Expires December 2022** |
| **Tony Cassata** | **Regular Member** | **Term Expires December 2022** |
| **Arthur J. Byrnes** | **Regular Member** | **Term Expires December 2022** |

**SECTION 2.** That this Resolution shall take effect immediately upon its adoption.

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

4. –2020-R-71 Resolution

A Resolution of the City of Holly Hill, Florida, Adopted Pursuant to Section 30-71 of the Code of Ordinances to Approve the Contract and Authorize the City Manager to Execute Department of Corrections Contract Number W1191, and Addendum "A" to the Contract Allowing Florida Department of Corrections to Provide an Inmate Labor Work Squad(S) for the Three Year Contract Period Ending to April 8, 2024 Without Complying with the Formal Purchasing Procedure; Providing for Severability; Providing for Conflicting Resolutions; and Providing for an Effective Date.

(Requested by Joseph Forte, City Manager)

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | John Penny, District 1 - Commissioner |
| **SECONDER:** | Roy Johnson, District 4 - Commissioner |
| **AYES:** | Via, Penny, Currie, Danio, Johnson |

**RESOLUTION**
**2020-R-71**
**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTED PURSUANT TO SECTION 30-71 OF THE CODE OF ORDINANCES TO APPROVE THE CONTRACT AND AUTHORIZE THE CITY MANAGER TO EXECUTE DEPARTMENT OF CORRECTIONS CONTRACT NUMBER W1191, AND ADDENDUM "A" TO THE CONTRACT ALLOWING FLORIDA DEPARTMENT OF CORRECTIONS TO PROVIDE AN INMATE LABOR WORK SQUAD(S) FOR THE THREE YEAR CONTRACT PERIOD ENDING TO APRIL 8, 2024 WITHOUT COMPLYING WITH THE FORMAL PURCHASING PROCEDURE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.**

**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTED PURSUANT TO SECTION 30-71 OF THE CODE OF ORDINANCES TO APPROVE THE CONTRACT AND AUTHORIZE THE CITY MANAGER TO EXECUTE DEPARTMENT OF CORRECTIONS CONTRACT NUMBER W1191, AND ADDENDUM "A" TO THE CONTRACT ALLOWING FLORIDA DEPARTMENT OF CORRECTIONS TO PROVIDE AN INMATE LABOR WORK SQUAD(S) FOR THE THREE YEAR CONTRACT PERIOD ENDING TO APRIL 8, 2024 WITHOUT COMPLYING WITH THE FORMAL PURCHASING PROCEDURE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE**

**WHEREAS,** the City has historically utilized inmate labor pursuant to a contract the Florida Department of Corrections; and

**WHEREAS,** the inmate labor provides a cost effective methodology for the City; and

**WHEREAS,** the City entered into contract WS962 with the Florida Department of Corrections on January 13, 2015, which had an effective date of April 8, 2015 and has used all of the allowable extensions; and

**WHEREAS,** the City would like to enter into a new contract W1191 with the Florida Department of Corrections without going through the formal bidding process; and

**WHEREAS,** the Agreement and Addendum "A" contain the entire agreement; and

**WHEREAS,** Section 30-71 of the Code of Ordinances allows the purchase of services without following the formal purchasing procedures under certain situations; and

**WHEREAS,** this Contract may be renewed for up to an additional three (3) year term, in whole or part, after the initial Contract term, and upon the same terms and conditions contained herein.

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

**SECTION 1.** Pursuant to Section 30-71 the City Commission hereby waives the formal bidding procedure and authorizes the Mayor and City Manager execute the Department of Corrections contract number W1191 and Addendum "A" to the contract allowing Florida Department of Corrections to provide an inmate labor work squad(s) for a three year period ending to April 8, 2024.

**SECTION 2.** If any section, subsection, sentence, clause, phrase, or portion of this Resolution, 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 resolutions made in conflict with this Resolution are hereby repealed.

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

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

5. -2020-R-72 Resolution

A Resolution of the City of Holly Hill, Florida, Adopted Pursuant to Section 30-71 of the Code of Ordinances to Approve the Contract and Authorize the City Manager to Execute Florida Power and Light for the Period of Seven Years with Three, One (1) Year Renewals, Without Complying with the Formal Purchasing Procedure; Providing for Severability; Providing for Conflicting Resolutions; and Providing an Effective Date.

(Requested by Joseph Forte, City Manager)
Mayor Via asked Attorney Simpson if he could help clarify Item #4 within the Agreement, "Payment of Electricity", more specifically to where the language says,

"company-tariffed rate" and if that could possibly increase and Item #7, "Insurance" clarification or if they need to modify the agreement.
Attorney Simpson briefly discussed these and clarified them for the Commission.
**There was consensus to bring this item back with the modifications to the agreement to the January 12, 2021 meeting.**

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| **RESULT:** | **CONSENSUS TO BRING BACK TO NEXT CC MTG** |

6. –DOC-2020-9

FDOT Grant - 2021 Speed / Aggressive Driving Enforcement Program Project Number : SC-2021-00021 FDOT Contract Number : G1S35

(Requested by Steve Aldrich, Police)

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | John Penny, District 1 - Commissioner |
| **SECONDER:** | Roy Johnson, District 4 - Commissioner |
| **AYES:** | Via, Penny, Currie, Danio, Johnson |

Enacted and approved this 8th day of December, 2020, in Holly Hill

**5. REGULAR AGENDA**

Mr. Forte informed the Mayor and City Commissioners at the beginning of the Regular Agenda Items, that Item #5, Towing Service Contract, is being pulled because the city has a protest to the recommended bid award from the Committee and the city is in the middle of that protest response. Until that is resolved, this item shouldn't be on the agenda. This will come back at the January 12, 2021 Commission meeting. They are only at Phase 1 of that response. The city is waiting for the protestor to respond back to the city's administrative' s response and then based on that, if they agree with the administrative response, it's done. If they don't agree with it then the City Manager provides a final decision.

1. –2020-R-73 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Establishing the Start Time for City Commission Meetings to be Set at 6:00 PM Beginning January 2021, and Providing for Severability; and Providing for an Effective Date.

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

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| **RESULT:** | **ADOPTED [4 TO 1]** |
| **MOVER:** | John Penny, District 1 - Commissioner |
| **SECONDER:** | Penny Currie, District 2 - Commissioner |
| **AYES:** | Penny, Currie, Danio, Johnson |
| **NAYS:** | Via |

**RESOLUTION**
**2020-R-73**
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, ESTABLISHING THE START TIME FOR CITY COMMISSION MEETINGS TO BE SET AT 6:00 PM BEGINNING JANUARY 2021, AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, ESTABLISHING THE START TIME FOR CITY COMMISSION MEETINGS TO BE SET AT 6:00 PM BEGINNING JANUARY 2021, AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission shall regularly meet on the second and fourth Tuesday of each month, except that the mayor or acting mayor may determine to cancel or amend the date of not more than one meeting per month; and

**WHEREAS**, notice of a cancelled or amended meeting shall be provided to each City Commissioner and shall be published in the same manner that the notice of the Commission meeting is published; and

**WHEREAS**, the tentative agenda shall be prepared with explanatory information where necessary and forwarded to the City Commissioner by the preceding Friday; and

**WHEREAS**, the City Commission may set the start time of.

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

**SECTION 1.** That the City Commission does set the start of the City Commission meeting to be at 6:00 PM beginning January 2021.

**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.** That the Resolution shall take effect immediately upon its adoption.

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

2. –2020-R-74 Resolution

A Resolution of the City of Holly Hill, Florida, Amending the Fiscal Year 2020-2021 Annual Operating Budget, Appropriating Open Encumbrances and Project Carry Over Funds from the Fiscal Year 2019-2020 to the Fiscal Year 2020-2021 Budget; Setting Forth Revenues and Expenditures; Providing for Severability; and Providing for an Effective Date.

(Requested by Stella Gurnee, Finance)

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

**RESOLUTION**
**2020-R-74**
**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE FISCAL YEAR 2020-2021 ANNUAL OPERATING BUDGET, APPROPRIATING OPEN ENCUMBRANCES AND PROJECT CARRY OVER FUNDS FROM THE FISCAL YEAR 2019-2020 TO THE FISCAL YEAR 2020-2021 BUDGET; SETTING FORTH REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE FISCAL YEAR 2020-2021 ANNUAL OPERATING BUDGET, APPROPRIATING OPEN ENCUMBRANCES AND PROJECT CARRY OVER FUNDS FROM THE FISCAL YEAR 2019-2020 TO THE FISCAL YEAR 2020-2021 BUDGET; SETTING FORTH REVENUES AND EXPENDITURES 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, 2020, which remain incomplete and will carryover from fiscal year 2019-2020 into the ensuing fiscal year; and

**WHEREAS**, the City of Holly Hill City Commission adopted Resolution 2020-R-47 approving the Annual Operating Budget for Fiscal Year 2020-2021; 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 fiscal year 2019-2020 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, 2020 through September 30, 2021. This Resolution shall become effective immediately upon its adoption.

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

3. 2020-R-75 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Enter into an Agreement with Mead and Hunt, Inc., to Provide Professional Services for the Project Lift Station 17B Rehabilitation (21WW02) Not to Exceed $49,671.00; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

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

**RESOLUTION**
**2020-R-75**
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL SERVICES FOR THE PROJECT LIFT STATION 17B REHABILITATION (21WW02) NOT TO EXCEED $49,671.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL SERVICES FOR THE PROJECT LIFT STATION 17B REHABILITATION (21WW02) NOT TO EXCEED $49,671.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the City Commission of the City of Holly Hill approved the proposed capital project as part of the fiscal year 2020-21 budget; and

**WHEREAS,** the proposed capital project has been submitted as part of the fiscal year 2020-2021 CDBG Annual Plan; and

**WHEREAS,** the City has a continuing services agreement with and has received a proposal from Mead and Hunt, Inc., to perform the engineering services for this project.

**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 does hereby authorize the City Manager to enter into an agreement with Mead and Hunt, Inc., to provide professional services for the project Lift Station 17B Rehabilitation not to exceed $49,167.00.

**SECTION 2.** 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.** This Resolution shall take effect immediately upon its adoption.

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

4. 2020-R-76 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Enter into an Agreement with Mead and Hunt, Inc., to Provide Professional Services for the Project Lift Station 5 Rehabilitation (21WW03) Not to Exceed $49,671.00; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

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

**RESOLUTION**
**2020-R-76**
**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL SERVICES FOR THE PROJECT LIFT STATION 5 REHABILITATION (21WW03) NOT TO EXCEED $49,671.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH MEAD AND HUNT, INC., TO PROVIDE PROFESSIONAL SERVICES FOR THE PROJECT LIFT STATION 5 REHABILITATION (21WW03) NOT TO EXCEED $49,671.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS,** the City Commission of the City of Holly Hill approved the proposed capital project as part of the fiscal year 2020-21 budget; and

**WHEREAS,** the City has a continuing services agreement with and has received a proposal from Mead and Hunt, Inc., to perform the engineering services for this project.

**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 does hereby authorize the City Manager to enter into an agreement with Mead and Hunt, Inc., to provide professional services for the project Lift Station 5 Rehabilitation not to exceed $49,167.00.

**SECTION 2.** 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.** This Resolution shall take effect immediately upon its adoption.

**APPROVED AND AUTHENTICATED on this 8th day of DECEMBER, 2020.**

Enacted and approved this 8th day of December, 2020, in Holly Hill

5.

Towing Service Contract RFP 2020-PD-02 - Towing Services

(Requested by Steve Aldrich, Police)
Mr. Forte informed the Mayor and City Commissioners that Item #5, Towing Service Contract, is being pulled because the city has a protest to the recommended bid award from the Committee and the city is in the middle of that protest response. Until that is resolved, this item shouldn't be on the agenda. This will come back at the January 12, 2021 Commission meeting. They are only at Phase 1 of that response. The city is waiting for the protestor to respond back to the city's administrative' s response and then based on that, if they agree with the administrative response, it's done. If they don't agree with it then the City Manager provides a final decision.

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| **RESULT:** | **TABLED** | **Next: 1/12/2021 6:00 PM** |

Enacted and approved this 8th day of December, 2020, in Holly Hill

6.

Employee Benefit  Programs Agent of Record Request for Qualifications (RFQ) 2021-HR-01 Award Recommendation

(Requested by Stella Gurnee, Finance)
Mrs. Gurnee mentioned the city did put out for bid the Employee Benefit Programs Agent of Record and followed the normal qualifying bid procedures. After the bids came in the Review Committee met and based on the established criteria of the request for submittal, the Review Committee felt that Brown & Brown's submittal was more closely met to the needs of the City of Holly Hill. This recommendation was based primarily on a higher level of municipal experience, demonstrated financial capability and a large number of rankings as a preferred vendor status among insurance providers. The Review Committee’s bid scores are attached to the agenda item.

At this time the Mayor gave each representative to come forward and give a brief presentation. Alan Florez from Foundation Risk Partners - Acentria Public Risk and Jessica Scott from Brown & Brown spoke.

**Mayor Via opened public participation. No one spoke.**

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| **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 8th day of December, 2020, in Holly Hill

**6. PUBLIC HEARINGS - NONE**

**7. COMMUNICATIONS**

A. City Manager & Staff Comments

Mr. Forte stated in regards to the presentations, he believes the committee will still do their ranking based on the data and then call the vendors in and ask questions based on their rankings. The Chamber State of the City breakfast is on January 21, 2021 and the selection of the Citizen of the Year is needed as well. There is a Chamber member appreciation event on December 17, 2020 at Pictona at 6:00 PM. Mr. Forte wanted to give the Mayor and Commissioners a quick update that the Mayor and himself met with Scott, Rainer and Julie Martens with regards to Pictona considering taking over the YMCA facility and the Holly Hill Fitness and there were a number of items that they discussed in that meeting. He's just going to mention some of the things that were discussed. He is hoping to have a workshop session with the Commission on January 5, 2021 so that they can hopefully get to a 90% or better agreement with this before coming to the Commission on January 12, 2021 with a request for direction to whether or not the city is going to provide 180 day notice to the YMCA. There was some discussion amongst the Mayor, Commissioners and Mr. Forte. Mr. Forte wished everyone a Merry Christmas.

B. City Attorney Comments

Attorney Simpson wished everyone a Merry Christmas.

C. City Commission Comments

Commissioner Danio mentioned a few people asked him about the Christmas parade but they understood the Commission's position. Wished everyone a good Holiday Season regardless of what happened all year. Appreciates the Commission and looks back on what has been accomplished and he thinks they have done rather well.

Commissioner Johnson mentioned that he is glad that 2020 is almost coming to an end. Mentioned Pearl Harbor. Encourage the Congressmen to keep the military strong. Remember how blessed we are.

Commissioner Penny commended the Mayor on the tree lighting ceremony. He did a great job. He's a great public speaker; great with the media. He didn't mean to give him such a hard time with his idea about the Christmas Light competition. He supports the Mayor's idea and it's a great idea. Wished everyone a Merry Christmas. Keep those affected by COVID-19 in their prayers. There are many close people that they know who have been affected by it and it affects many people in different ways.

Commissioner Currie mentioned that she also has family members who have been affected by COVID and continues to pray for them. Christmas food packaging is this coming Saturday at R & R Industries in Holly Hill starting at 9:00 AM and all COVID precautions have been taken. Everyone will be required to wear gloves and masks and they will be trying to social distance the food packaging as much as possible; they will be using larger spaces within the warehouse. They will receive 70 boxes for citizens within Holly Hill and Public Works will be helping her on Monday to pick those boxes up from R & R Industries and deliver them to the Holly Hill K-8 School, UBIC, and then they will help out some senior citizens as well. She's been involved with this since 2013 and Holly Hill citizens have received anywhere from 75 to 70 boxes. There will be a release form to sign when you show up to help on Saturday. Wished everyone a Merry Christmas and Happy New Year.

D. Mayor's Comments

Mayor Via mentioned that he would like to see Holly Hill kept in the naming of the building for the fitness center; Christmas tree lighting Facebook Live went good and thanked everyone who helped with that. During the lighting of the tree, the Mayor announced the Christmas Light Competition. Last year they did Light Up Holly Hill but he really wanted to make sure this Christmas people are going to put out lights and create a friendly competition, not putting any money towards it or anything like that. He thought there could be two categories; one residential and one commercial. Either he can choose three of each finalists or the Commission can each choose one and he thought about doing just from their Districts but our Districts are too small. He thinks it would be better citywide. What would happen is they would put it on their Facebook and the Mayor spoke of marketing briefly and sharing it on the city's Facebook page.

Commissioner Penny thinks it's a great idea but it may be too late to get the word out there about it. There are some people who are down and out and he knows that the city wants things to be normal but they aren't and it may be hard for people to find lights at any stores at this time. He agrees with the Mayor if they could start announcing it in July like they did last year.

Mayor Via explained what he was talking about to the Commission and how the winners would be chosen. Spoke about the Citizen of the Year. He has two names, Michael Hoskins. He runs Heroes Hope Network in Holly Hill. The other person is Elizabeth and Ron Bell that live off of Riverside Drive bought gift cards during the pandemic for nurses and doctors that worked overtime at Halifax and bought the gift cards from local restaurants in Holly Hill and also gave gift cards to staff citywide as well. He would like to take either of them into consideration for the Citizen of the Year. Mr. Forte brought up one other name which is Terry Wood for the effort he and some others put in to cleaning up Second Street Park by Marina Grande. Out of those three, they have a few to pick from.

Commissioner Penny was going to include and mention the Marina Grande's Home Owner Association and it may be the same person Mr. Forte mentioned.

Mayor Via mentioned staff will bring this back in January for the Commission to pick Citizen of the Year. Wished everyone a Merry Christmas.

## 8. ADJOURNMENT

The meeting adjourned at approximately 9:00 PM.

Valerie Manning, City Clerk,CMC 12/8/2020

Chris Via, Mayor 12/8/2020