



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • MAY 8, 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
Arthur J. Byrnes	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John C. Danio	District 3 - Commissioner	Present	
Chris Via	District 4 - Commissioner	Present	
John Penny	Mayor	Present	

b. Invocation

Commissioner Via led the Invocation.

c. Pledge of Allegiance

Mayor Penny led the Pledge of Allegiance to the Flag.

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Mr. Forte informed the Mayor and Commissioners that on the Consent Agenda, Item #5 to the May 22, 2018 City Commission meeting at 7:00 PM.

### 2. PRESENTATION - HONORING DONNA AMAYA'S RETIREMENT FROM POLICE DEPARTMENT

**A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, RECOGNIZING  
DONNA AMAYA FOR HER YEARS OF SERVICE TO THE CITY OF HOLLY HILL  
AND ITS CITIZENS.**

**WHEREAS,** Donna Amaya began her career with the City of Holly Hill, December 2, 2005 as a Police Service Clerk; and

**WHEREAS,** Donna Amaya was later promoted to the position of the Police Staff Assistant due to her outstanding performance work ethic; and

**WHEREAS,** Donna Amaya has worked tirelessly to accurately account for the accuracy of the Uniform Crime Report (UCR) information that is submitted semi-annually to the State of Florida for its inclusion in the Federal Bureau of Investigations' annual Uniform Crime Report; and

**WHEREAS,** Donna Amaya has participated in the organization of a variety of Police Department sponsored events, most notable the *National Night Out Against Crime*; and

**WHEREAS,** Donna has personally helped each and every coworker to gather and present information and a wide range of topics to keep the public informed; and

**WHEREAS,** Donna's ability to brighten everyone's day had paid dividends as she greets every citizen that comes to the Police Department lobby for assistance. Her strong desire to help others is always readily apparent as she helps citizens and coworkers alike; and

**WHEREAS,** Donna Amaya has been instrumental in bringing many positive changes to the service delivery of the Police Department's Records Division, making the City of Holly Hill a better place to live, work and play; and

**WHEREAS,** Donna is well respected by her coworkers for the professionalism and dedication to service that she has demonstrated every day of her career with the City of Holly Hill; and

**WHEREAS,** Donna Amaya has proven to be a dependable employee, dedicated worker and a friend to many and has selflessly served the City of Holly Hill and its citizens with the highest level of integrity, professionalism, and commitment.

**NOW, THEREFORE BE IT RESOLVED, BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, HEREBY ACKNOWLEDGES ITS GRATEFUL APPRECIATION OF DONNA AMAYA FOR HER YEARS OF OUTSTANDING SERVICE AND DEDICATION TO THE CITY OF HOLLY HILL AND WISH HER WELL IN HER RETIREMENT AND THROUGH HER FUTURE ENDEAVORS.**

**BE IT RESOLVED BY THE CITY COMMISSION, ADOPTED THIS 8<sup>th</sup> DAY OF MAY, 2018.**

**3. POSITIVITY AWARD - NONE**

None.

**4. RECESS THE CC MTG & RECONVENE AS THE CRA**

**5. CRA AGENDA**

1.

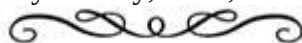
Resolution 2018-R-26 A Resolution of the Community Redevelopment Agency (CRA) of the City of Holly Hill, Florida, Awarding Change Order #3 in the Amount of \$39,800 to RJ Landscaping, Inc., and Authorizing the City Manager to Execute the Appropriate Contract Documents for Same; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

Mayor Penny opened public participation. No one spoke.

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | Arthur J. Byrnes, District 1 - Commissioner |
| <b>SECONDER:</b> | Chris Via, District 4 - Commissioner        |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

Enacted and approved this 8th day of May, 2018, in Holly Hill



**6. ADJOURN AS THE CRA & RECONVENE THE CC MTG**

**7. PUBLIC COMMENTS**

The following individuals spoke to the Mayor and City Commissioners: Mike Medford and Patricia Firouzadi from the Holly Hill Boys and Girls Club of Volusia/Flagler Counties briefly shared the 2017 Annual Report with the Mayor and Commissioners and thanked them for the recent work done at the Club and appreciate the city's involvement throughout the year.

**8. APPROVAL OF MINUTES**

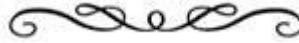
1.

Minutes - April 24, 2018 - Regular City Commission Meeting and April 25, 2018 - Workshop Session

(Requested by Valerie Manning, City Clerk)

|                  |                                          |
|------------------|------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>              |
| <b>MOVER:</b>    | Penny Currie, District 2 - Commissioner  |
| <b>SECONDER:</b> | John C. Danio, District 3 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny        |

Enacted and approved this 8th day of May, 2018, in Holly Hill

**9. CONSENT AGENDA - ITEMS ( 1 - 8 )**

Mayor Penny asked if any member from the Commission or any one from the audience would like to discuss any item on the Consent Agenda? There was no one.

1. Resolution

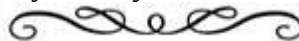
Resolution 2018-R-27 A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Agreement with J & H Waterstop Utilities, Inc., to Perform the Project "Lift Station #3 Rehabilitation" in the Amount Not to Exceed \$230,300 and Authorizing the City Manager to Execute the Agreement; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

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|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                  |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

**RESOLUTION**

Enacted and approved this 8th day of May, 2018, in Holly Hill



2. Resolution

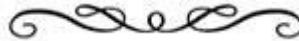
Resolution 2018-R-28 A Resolution of the City of Holly Hill, Florida, Supporting the One Year Renewal / Extension to the Interlocal Agreement for Distribution of Proceeds of Local Option Fuel Tax for the Period September 1, 2018 - August 31, 2019; and Providing for an Effective Date.

(Requested by Valerie Manning, City Clerk)

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                  |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

**RESOLUTION**

Enacted and approved this 8th day of May, 2018, in Holly Hill

3. Resolution

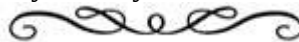
Resolution 2018-R-29 A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Proposed FY2018-2019 CDBG Annual Plan Applications and Authorizing the City Manager to Submit the Approved Annual Plan to Volusia County Community Assistance; and Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                  |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

**RESOLUTION**

Enacted and approved this 8th day of May, 2018, in Holly Hill

4. Resolution

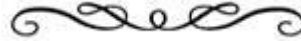
Resolution 2018-R-30 A Resolution of the City Commission of the City of Holly Hill, Florida, Creating the City of Holly Hill's Purchasing Policy; Providing for Legislative Findings and Intent; Repealing All Resolutions in Conflict Herewith; Providing for Authority to the City Manager for Implementing Administrative Actions; and Providing for Scrivener's Errors, Conflicts Severability; and Providing an Effective Date.

(Requested by John McKinney, Finance)

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                  |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

### RESOLUTION

Enacted and approved this 8th day of May, 2018, in Holly Hill



#### 5. Resolution

Resolution 2018-R-31 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Enter into a Grant Agreement H0018 with the Florida Division of Emergency Management and Perform a Budget Appropriation in the Amount of \$167,970 to the Stormwater Fund; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

Mr. Forte pulled this agenda item at the beginning of the meeting and this will be brought back at the May 22, 2018 meeting at 7:00 PM.

|                |                               |                                |
|----------------|-------------------------------|--------------------------------|
| <b>RESULT:</b> | <b>PULLED BY CITY MANAGER</b> | <b>Next: 5/22/2018 7:00 PM</b> |
|----------------|-------------------------------|--------------------------------|



#### 6. Resolution

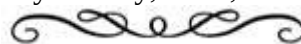
Resolution 2018-R-32 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Execute an Agreement with Florida Power and Light (FPL) to Perform the LED Conversion of Street Lights; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                  |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

### RESOLUTION

Enacted and approved this 8th day of May, 2018, in Holly Hill



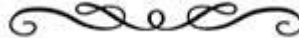
7.

## COHH Equal Employment Opportunity Program Plan 2018

(Requested by Valerie Manning, City Clerk)

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

Enacted and approved this 8th day of May, 2018, in Holly Hill



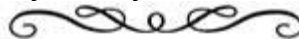
8.

## Sign Easement Agreement with RNR CenterCorp, LLC

(Requested by Valerie Manning, City Clerk)

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

Enacted and approved this 8th day of May, 2018, in Holly Hill

**10. REGULAR AGENDA**1. Resolution

Resolution 2018-R-33 A Resolution of the City Commission of the City of Holly Hill, Florida, Awarding Change Order #3 in the Amount of \$39,800 to RJ Landscaping, Inc., and Authorizing the City Manager to Execute the Appropriate Contract Documents for Same; Providing for Severability; and Providing for an Effective Date.

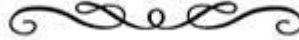
(Requested by Antoine Khoury, Public Works)

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

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                  |
| <b>MOVER:</b>    | John C. Danio, District 3 - Commissioner    |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

**RESOLUTION**

Enacted and approved this 8th day of May, 2018, in Holly Hill



2.

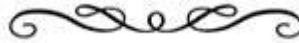
Paint the Future of Holly Hill Grant Program

(Requested by Valerie Manning, City Clerk)

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

|                  |                                             |
|------------------|---------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>                 |
| <b>MOVER:</b>    | Chris Via, District 4 - Commissioner        |
| <b>SECONDER:</b> | Arthur J. Byrnes, District 1 - Commissioner |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny           |

Enacted and approved this 8th day of May, 2018, in Holly Hill



## 11. PUBLIC HEARINGS

### 1. Ordinance

Chapter 30 - FINANCE CODE OF ORDINANCES ARTICLE IV SPECIAL ASSESSMENTS SECOND READING - Ordinance 3003 An Ordinance of the City of Holly Hill, Florida, Amending Chapter 30 (FINANCE), Article VI (SPECIAL ASSESSMENT), Sections 30-80 - 30-83 Amending Terms and Conditions of the Special Assessments for Unreimbursed Expenses for Remedying Code Violations and Special Assessments; Providing for Conflicting Ordinances; Providing for Severability; and Providing for an Effective Date.

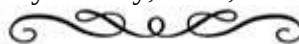
(Requested by John McKinney, Finance)

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

|                  |                                           |
|------------------|-------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED AT 2ND READING [UNANIMOUS]</b> |
| <b>MOVER:</b>    | Penny Currie, District 2 - Commissioner   |
| <b>SECONDER:</b> | John C. Danio, District 3 - Commissioner  |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny         |

## ORDINANCE

Enacted and approved this 8th day of May, 2018, in Holly Hill



### 2. Ordinance

Chapter 30 Finance Code of Ordinances - Article III Purchasing Procedures SECOND READING - Ordinance 3004 An Ordinance of the City Commission of the City of Holly Hill, Florida, Repealing the Existing Chapter 30, "Finance" of the City of Holly Hill and Replacing it with a New Chapter 30, "Finance"; Amending Chapter 30, Article III, Purchasing Procedures of the City of Holly Hill; Providing for Legislative Findings and Intent; Repealing All Ordinances in Conflict Herewith; and Providing for Scrivener's Errors; Providing for Severability; and Providing for an Effective Date.

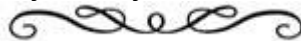
(Requested by John McKinney, Finance)

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

|                  |                                           |
|------------------|-------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED AT 2ND READING [UNANIMOUS]</b> |
| <b>MOVER:</b>    | Penny Currie, District 2 - Commissioner   |
| <b>SECONDER:</b> | John C. Danio, District 3 - Commissioner  |
| <b>AYES:</b>     | Byrnes, Currie, Danio, Via, Penny         |

### ORDINANCE

Enacted and approved this 8th day of May, 2018, in Holly Hill



## 12. COMMUNICATIONS

### A. City Manager & Staff Comments

a.

State Hwy Lighting, Maintenance, & Compensation Agreement Work Order (FY18/19)

(Requested by Antoine Khoury, Public Works)

Mr. Forte informed the Mayor and Commissioners this was for informational purposes only.

Mr. Koury showed the Mayor and Commissioners what the replacement street signs will look like.



### B. City Attorney Comments

None.

### C. City Commission Comments

Commissioner Currie thanked Mike Medford and Patricia Firouzadi for all they do at the Boys and Girls Club; thanked Chief Bland and his staff for helping with her mom the other day.

Commissioner Byrnes asked about the street signs for clarification; thanked the Boys and Girls Club for coming and for all that they do for the community.

Commissioner Via apologized for not attending the ribbon cutting this morning; commended Mr. Conte for bringing businesses into Holly Hill; Holly Hill Boys and Girls Club and all that they do; thanked the Second Harvest Food Bank with the HHK-8 school recently; lots of positivity going and they need to keep that moving forward. Commissioner Danio mentioned that the free meals from Second Harvest Food Bank along with Pastor Chuck did a great job; the Paint Holly Hill program is going to be a good program; the Pizzathon ended and they raised \$3622 and thanked everyone for being generous and coming through, they exceeded their goal and wished everyone a Happy Mother's Day.

**D. Mayor's Comments**

Mayor Penny mentioned that he is part of the Volusia Leagues Advocacy Team and they have retained the services of Kathy Till and Associates who is a lobbyist who helped them last year. The League of Cities retained Ms. Till for another twelve months and over the summer they are going to get started interacting with their legislatures and representatives to form some relationships. Each city has been asked to appoint two citizens as a Citizens Advocacy Team and the League will schedule seven individual round tables with their representatives throughout the County over a three to four month period. They have to wait until after qualifying to see who has opposition and who might be re-elected without opposition before those meetings are actually scheduled. Mayor Penny stated he was tasked with finding two residents of Holly Hill and without any opposition, he will give the two names to the Commissioners and they will appoint them unless anyone is drastically opposed to them. The first one is Mike Myer and the second one is Kelly Ferguson. There was no opposition, therefore, Mayor Penny will notify Ms. Till that they will be representing Holly Hill. As those meetings are announced, everyone from the Commission will be invited to attend those.

Mayor Penny wanted to let everyone know that Pastor Chuck and the organizers couldn't say enough about the city staff, all the people that came out and volunteered. They were very complimentary of the community that it's very apparent that there's a sense of community between the city and the school and it was very evident to all those that were there and extend their "thank you's" to every one that was there. Mayor Penny reminded everyone that the largest fundraiser for the Boys and Girls Club is May 24th, the Steak and Steak dinner so if any of the Commissioners can make it, let Ms. Pat or Mr. Mike know and if you can't make it, they will take a check and give your steak to somebody else.

**13. ADJOURNMENT**

The meeting adjourned at approximately 7:30 PM.

  
Valerie Manning, City Clerk CMC 5/8/2018

A handwritten signature in black ink, appearing to read 'JP', is positioned above a horizontal line.

John Penny, Mayor

5/8/2018