CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● JULY 27, 2021

City Commission Chamber	Regular City Commission 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

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 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. BUDGET AGENDA ITEM

1. -DOC-2021-2

Maximum Millage - Fiscal Year 2021-2022

(Requested by Stella Gurnee, Finance)
Commissioner Penny made a motion to ***SET THE MAXIMUM MILLAGE RATE FOR FY2021-2022 TO 6.25 AND APPROVED SEPTEMBER 13, 2021 AND SEPTEMBER 28, 2021 DATES FOR THE FIRST AND SECOND READINGS OF THE MILLAGE RATE AND BUDGET***, seconded by Commissioner Johnson.

Mayor Via opened public participation. No one spoke.

PASSED, 5-0.

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 27th day of July, 2021, in Holly Hill

3. PRESENTATION

1.

FY2020 Annual Comprehensive Financial Report Presentation Presented by James Halleran, James Moore & Co., CPAs.

(Requested by Stella Gurnee, Finance)
James Halleran, CPA with James Moore Certified Public Accountants and Consultants went over the PowerPoint presentation of the ***Annual Audit for the Year Ended September 30, 2020*** with the Mayor and City Commissioners.

RESULT:	**NO VOTE NEEDED**

4. PUBLIC COMMENTS

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

5. APPROVAL OF MINUTES

1.

Minutes - July 13, 2021, Budget Workshop and July 13, 2021, Regular City Commission and CRA Meeting

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

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

Enacted and approved this 27th day of July, 2021, in Holly Hill

6. CONSENT AGENDA - ITEMS (1 - 5)

Mayor Via asked if there was anyone in the audience who wishes to speak on any item on the Consent Agenda. There was no one.

1. –2021-R-43 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the First One (1) Year Extension of the Continuing Architectural Services Agreement Between the City of Holly Hill and Hall & Ogle Architects and Authorize the City Manager to Execute the Same; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

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

RESOLUTION
2021-R-43
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE FIRST ONE (1) YEAR EXTENSION OF THE CONTINUING ARCHITECTURAL SERVICES AGREEMENT BETWEEN THE CITY OF HOLLY HILL AND HALL & OGLE ARCHITECTS AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE FIRST ONE (1) YEAR EXTENSION OF THE CONTINUING ARCHITECTURAL SERVICES AGREEMENT BETWEEN THE CITY OF HOLLY HILL AND HALL & OGLE ARCHITECTS AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the agreement with Hall & Ogle Architects to provide architectural services was approved by the City Commission on August 14, 2018 with a term of three (3) years with two (2) one-year extension options; and

WHEREAS, it is recommended to keep an architectural continuing service active in the event that design services for City facilities are required.

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

SECTION 1. The City Commission approves the first one (1) year extension of the continuing architectural services agreement between the City of Holly Hill and Hall & Ogle Architects.

SECTION 2. The City Commission authorizes the City Manager to execute the first (1) year extension year extension of the continuing architectural services agreement between the City of Holly Hill and Hall & Ogle Architects.

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

APPROVED AND AUTHENTICATED on this 27th day of JULY, 2021.

Enacted and approved this 27th day of July, 2021, in Holly Hill

2. –2021-R-44 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Approving Change Order #7 for RJ Landscape Contractors for $27,090.00, and Authorizing the City Manager to Execute Any Contract Documents; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

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

RESOLUTION
2021-R-44
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING CHANGE ORDER #7 FOR RJ LANDSCAPE CONTRACTORS FOR $27,090.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY CONTRACT DOCUMENTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING CHANGE ORDER #7 FOR RJ LANDSCAPE CONTRACTORS FOR $27,090.00, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ANY CONTRACT DOCUMENTS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City desires to utilize the existing contract unit pricing with RJ Landscape Contractors for landscaping and irrigation revamping at SICA Hall; and

WHEREAS, the purpose is to enhance and improve the look of the building along with reestablishment of an irrigation system; and

WHEREAS, the requested amount for this authorization is $27,090.00; and

WHEREAS, funding for this authorization will be from accounts 301-8110-580-6200 and 001-4172-572-4663.

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 Change Order #7 in the amount of $27,090.00

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 27th day of JULY, 2021.

Enacted and approved this 27th day of July, 2021, in Holly Hill

3. -2021-R-45 Resolution

A Resolution of the City of Holly Hill, Florida, Approving the Agreement and Authorizing the City Manager to Execute a Renewal Lease Agreement Between the City of Holly Hill and the Holly Hill Historic Preservation Society, Inc.; Establishing Terms and Conditions of the Agreement; and Providing an Effective Date.

(Requested by Joseph Forte, City Manager)

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

RESOLUTION
2021-R-45
A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE AGREEMENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE A RENEWAL LEASE AGREEMENT BETWEEN THE CITY OF HOLLY HILL AND THE HOLLY HILL HISTORIC PRESERVATION SOCIETY, INC.; ESTABLISHING TERMS AND CONDITIONS OF THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A RENEWAL LEASE AGREEMENT BETWEEN THE CITY OF HOLLY HILL AND THE HOLLY HILL HISTORIC PRESERVATION SOCIETY, INC.;

ESTABLISHING TERMS AND CONDITIONS OF THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Holly Hill Historic Preservation Society, Inc., has been leasing the city annex building for several years for $1.00 per year; and

WHEREAS, the Holly Hill Historic Preservation Society, Inc., has proven to provide a service of maintaining historic artifacts with their custody; and

WHEREAS, the Holly Hill Historic Preservation Society, Inc., has requested the City renew this lease agreement for a period of three (3) years.

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

SECTION 1. That the City Manager is hereby authorized to sign the lease agreement attached hereto.

SECTION 2. That the term of this agreement shall commence on October 1, 2015 and end on September 30, 2024.

SECTION 3. 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, or force, or effect of any other section or part of this Resolution.

SECTION 4. That this Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 27th day of JULY, 2021.

Enacted and approved this 27th day of July, 2021, in Holly Hill

4. –2021-R-46 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Execute a One (1) Year Contract Extension and $30,000.00 Annual Purchase Amount to Increase the Purchase Order for the Purchase of High Calcium Quicklime for the Water Treatment Plant for the Remainder of FY20-21; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

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

RESOLUTION
2021-R-46
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A ONE (1) YEAR CONTRACT EXTENSION AND $30,000.00 ANNUAL PURCHASE AMOUNT TO INCREASE THE PURCHASE ORDER FOR THE PURCHASE OF HIGH CALCIUM QUICKLIME FOR THE WATER TREATMENT PLANT FOR THE REMAINDER OF FY20-21; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE FIRST ONE (1) YEAR EXTENSION PRICE AGREEMENTS FOR THE PURCHASE OF HIGH CALCIUM QUICK LIME FOR FISCAL YEAR 2020-2021 SUPPLY OF WATER TREATMENT CHEMICALS FOR THE PUBLIC WORKS DEPARTMENT AND AUTHORIZE THE CITY MANAGER TO EXECUTE ANY NECESSARY PRICE AGREEMENTS; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City has secured pricing agreements by piggybacking on the City of Palm Coast Contract TB-UT-20-64 Master Agreement permitted under the City's purchasing guidelines; and

WHEREAS, the contract with Carmeuse Lime to provide High Calcium Quick Lime chemicals was approved by the City Commission on November 12, 2019 with a term of one (1) year with two (2) one-year extension options; and

WHEREAS, the City of Holly Hill is in need of High Calcium Quick Lime chemicals for water treatment; and

WHEREAS, Chapter 287, Florida Statutes, grants the authority to piggyback the purchase of goods and services as a form of intergovernmental 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, By Policy 2.24, Section F of the Holly Hill purchasing policy manual; "Standardization procurement is exempt from bidding procedures". Negotiated contracts with a cost in excess of $25,000.00 must be approved by the City Commission prior to execution by the city"; and

WHEREAS, the City Commission approves the price agreements and contract extension for the purchase of Fiscal Year 2020-21 supply of High Calcium Quick Lime water treatment chemicals for the Public Works Department.

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

SECTION 1. The City Commission does hereby approve the first one (1) year extension of the High Calcium Quick Lime chemicals price agreement between the City of Holly Hill and Caremuse Lime of the Fiscal Year 2020-2021 supply of water treatment chemicals for the Public Works Department in an amount of $104,800 and authorizes City Manager to execute any necessary price agreements.

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 27th day of JULY, 2021.

Enacted and approved this 27th day of July, 2021, in Holly Hill

5.

SunTrust Deposit Account Resolution and Authorization for Business Entities

(Requested by Stella Gurnee, Finance)

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

Enacted and approved this 27th day of July, 2021, in Holly Hill

7. REGULAR AGENDA

1. –2021-R-47 Resolution

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 2020-2021; Providing for Severability; and Providing for an Effective Date.

(Requested by Stella Gurnee, Finance)
Mayor Via opened public participation. No one spoke.

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

RESOLUTION
2021-R-47
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 2020-2021; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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 2020-2021; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill, by Resolution 2020-R-47, adopted an operating budget for Fiscal Year 2020-2021; and

WHEREAS, the City of Holly Hill, by Resolution 2021-R-36, amended the operating budget for Fiscal Year 2020-2021; and

WHEREAS, the City of Holly Hill, by Resolution 2021-R-39, amended the operating budget for Fiscal Year 2020-2021; and

WHEREAS, the budget adjustment of ($571,211) revenues and expenditures in total pursuant to itemizations contained in Exhibit “A”, which is attached hereto and incorporated herein; and

WHEREAS, the budget adjustments will allow the City of Holly Hill to adjust the Fiscal Year 2020-2021 budget.

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 2020-2021 budget by revising the budget in total pursuant to itemizations contained in Exhibit “A”, which is attached hereto and incorporated herein.

SECTION 2. Effective Date. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 27th day of JULY, 2021.

Enacted and approved this 27th day of July, 2021, in Holly Hill

2. –2021-R-48 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Approving and Awarding S.E. Cline Construction, Inc., the Contract for the "Sunrise Park North - Northern Bulkhead Replacement", Authorizing the City Manager to Execute the Agreement; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)
Mayor Via opened public participation. No one spoke.

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

RESOLUTION
2021-R-48
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING AND AWARDING S.E. CLINE CONSTRUCTION, INC., THE CONTRACT FOR THE "SUNRISE PARK NORTH - NORTHERN BULKHEAD REPLACEMENT", AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING AND AWARDING S.E. CLINE CONSTRUCTION, INC., THE CONTRACT FOR THE "SUNRISE PARK NORTH - NORTHERN BULKHEAD REPLACEMENT", AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Sunrise Park North - Northern bulkhead was damaged in 2016 during Hurricane Matthew; and

WHEREAS, the bulkhead has been approved by FEMA as an alternate project; and

WHEREAS, the City advertised the replacement of the bulkhead by RFP 21-BG-05; and

WHEREAS, the City received five (6) bids for this project; and

WHEREAS, the low and most responsive bidder is S.E. Cline Construction, Inc., with a bid of $620,649.07.

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 and award S.E. Cline Construction, Inc., the contract for the "Sunrise Park North - Northern Bulkhead Replacement", and authorize the City Manager to execute the agreement.

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 27th day of JUY, 2021.

Enacted and approved this 27th day of July, 2021, in Holly Hill

8. PUBLIC HEARING

1. -2021-O-3041 Ordinance

SECOND READING - an Ordinance of the City of Holly Hill, Florida, Amending the Land Development Regulations, by Rezoning the Parcel Described in Exhibit "A" from CC-1 (Commercial Corridor District) to BPUD (Business Planned Unit Development); Providing for Conflicting Ordinances; Providing for Severability; and Providing an Effective Date.

(Requested by Brian Walker, Board of Planning and Appeals)
Commissioner Johnson completed and filed with the City Clerk before the meeting started, ***FORM 8B - Memorandum of Voting Conflict for County, Municipal, and Other Local Public Officers***. Before any discussion began on this item for Ordinance 3041 - 1137 S. Nova Road, Commissioner Johnson left the Commission Chambers during the discussion. Commissioner Johnson abstained from voting on this item. *(FORM 8B will be included as an attachment with these minutes).*

Harry Newkirk, Newkirk Engineering, spoke briefly about the project at 1137 S. Nova Road and informed the Mayor and Commissioners that the project will be phased. Phase 1 will be all site improvements except the Covered Open-Air Facility (4,747 sf).

Mayor Via opened public participation. No one spoke.

RESULT:	**APPROVED AT 1ST READING [4 TO 0]**	**Next: 8/10/2021 6:00 PM**
MOVER:	Penny Currie, District 2 - Commissioner	
SECONDER:	John Penny, District 1 - Commissioner	
AYES:	Via, Penny, Currie, Danio	
ABSTAIN:	Johnson	

9. COMMUNICATIONS

A. City Manager & Staff Comments

Mr. Forte informed the Mayor and Commissioners that Bud Baldwin passed away at the end of June; spoke about grass clippings when mowing grass needs to be blown out of the road and back onto the grass; Volusia County has a grass clippings Ordinance that Holly Hill can take a look at and it would be enforced by Code Enforcement; reminded the Commission that there is a workshop on August 3rd at 5:00 PM with Fountainhead and immediately afterwards, he would like to hold a SHADE meeting for union negotiations.

B. City Attorney Comments

Not present

C. City Commission Comments

There was consensus from the Mayor and Commissioners to have staff bring back the grass clippings ordinance for consideration.

Commissioner Johnson spoke briefly about TPO and the positive image the city continues to have.

Commissioner Danio mentioned the Chamber breakfast that was held at Pictona and that the Martens did a great job speaking about Pictona and Pictona 2.

D. Mayor's Comments

Mayor Via mentioned the Task Force that met about the truck event that recently took place.

10. ADJOURNMENT

The meeting adjourned at approximately 7:20 PM.

Valerie Manning

Valerie Manning, City Clerk,CMC 7/27/2021

Chris Via, Mayor 7/27/2021