

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

AGENDA • JULY 9, 2019

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



City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

CITY COMMISSION MEMBERS

Mayor
Chris Via

District 1 - Commissioner
John Penny

District 3 - Commissioner
John C. Danio

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Roy Johnson

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. CALL TO ORDER

- a. Roll Call
- b. Invocation
- c. Pledge of Allegiance

2. PRESENTATION

- 1. Recognizing Officer of the Year Statewide - Jared Bionelli
(Requested by Valerie Manning, City Clerk)

3. POSITIVITY AWARD - NONE**4. PUBLIC COMMENTS****5. APPROVAL OF MINUTES**

- 1. Minutes - June 25, 2019 FY18-19 Mid-Year Budget Workshop, June 25, 2019 Regular City Commission Meeting and July 2, 2019 FY2020 Preliminary Budget Workshop
(Requested by Valerie Manning, City Clerk)

6. CONSENT AGENDA - NONE

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items. Is there anyone in the audience who wishes to speak on any item on the Consent Agenda?

- 1. Social Media Policy and Terms of Use
(Requested by Scott Gutauckis, Information Technology)

7. REGULAR AGENDA

- 1. Ordinance -2019-O-3017 FIRST READING - an Ordinance of the City of Holly Hill, Florida, Amending Section 70-49 of the Holly Hill Code of Ordinance to Change When Water and Sewer Impact Fees Are Paid; Providing for Conflicting Ordinances; Providing for Severability; and Providing an Effective Date.
(Requested by Joseph Forte, City Manager)

8. PUBLIC HEARINGS

Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant and supporters will be heard first. Those in opposition to the request will be heard next. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that speakers keep their comments brief and try to limit these comments to information not previously discussed. Speakers should state their name and address clearly for the record. The City Clerk's office is required to retain any documents, photographs, drawings, etc. that are shown to the City Commissioners in support of a position. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor.

Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

9. COMMUNICATIONS

- A. City Manager & Staff Comments
- B. City Attorney Comments
- C. City Commission Comments
- D. Mayor's Comments

10. ADJOURNMENT

Website Address – www.hollyhillfl.org (City Clerk)

NOTICE – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.



For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441



Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk's Office no later than three (3) days prior to the proceedings.



City Commission

1065 Ridgewood Ave
Holly Hill, FL 32117

SCHEDULED

PRESENTATION (ID # 2576)

2.1

Meeting: 07/09/19 07:00 PM
Department: City Clerk
Category: Presentation
Prepared By: Valerie Manning
Initiator: Valerie Manning
Sponsors:
DOC ID: 2576

Recognizing Officer of the Year Statewide - Jared Bionelli

The American Legion Post 120 has awarded Officer Jared Bionelli as *2019 Officer of the Year Statewide*.



**STAFF REPORT
CITY OF HOLLY HILL, FLORIDA**

**City Commission
Agenda Item**

5.1

MEETING DATE: July 9, 2019
FROM: Valerie Manning
SUBJECT: Minutes - June 25, 2019 FY18-19 Mid-Year Budget Workshop, June 25, 2019 Regular City Commission Meeting and July 2, 2019 FY2020 Preliminary Budget Workshop
NUMBER: (ID # 2574)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the following meetings:

1. June 25, 2019 - FY18-19 Mid-Year Budget
2. June 25, 2019 - Regular City Commission meeting
3. July 2, 2019 - FY2020 Preliminary Budget Workshop

MOTION:

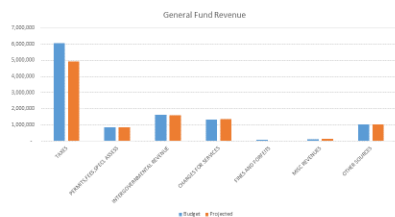
Approve all three sets of minutes as submitted by staff.

- Minutes - WORD DOC format (PDF)
- Minutes - June 25, 2019 - Regular City Commission meeting (PDF)
- Minutes - July 2, 2019 - Budget Workshop (PDF)

Mr. Forte stated on their regular agenda tonight, they will see a Resolution acknowledging the mid-year budget adjustment. The purpose of this workshop is to kind of give you where the city is with a snapshot. Typically, this would have been done a month or two ago but with the transitions of Finance Directors, it has been put off. Out of this you may feel compelled to talk about next year's budget, which is okay but just remember this is this year's snapshot of the mid-year budget. Anything that you want to talk about in next year's budget, they can certainly talk about it but keep in mind that they will do that at the budget proposal or if you have ideas, let staff know so that they can plan for it in the upcoming budget year.

Stella Gurnee, Finance Director showed a PowerPoint presentation to the Mayor, Commissioners, and staff present for the FY18-19 Mid-Year Budget. The overview of the workshop will be to discuss FY2019 Budget Performance, review budget Resolution request, and discuss upcoming FY2020 budget calendar. The following slides were presented for discussion:

FY2019 Budget Review - General Fund Revenue

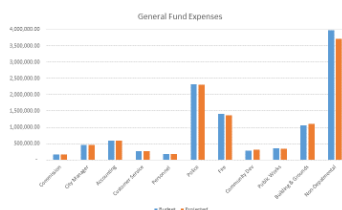


Note: Overall tax revenue is not in a deficit position. Ad-valorem CRA Tax revenue Budget will be reclassified to the CRA Fund for consistency with Finance reporting.

FY2019 Budget Review - General Fund Revenue

- Total revenue reduction \$1,154,299
- Ad-valorem Taxes were budget at full value of \$3,894,211 in the General Fund (i.e. General Fund and CRA fund portions). A transfer expense was also budgeted which moved \$1,169,299 to CRA fund. This is not consistent with required financial reporting nor previous fiscal year budgets. The proposed budget resolution will reduce revenue and corresponding expense in the General fund by \$1,169,299.
- The Aggressive driving grant from FDOT in the amount of \$40,000 was not available for fiscal year 2019.
- Utility Service tax for electricity is projected to be \$40,000 greater than budget and will offset the deficit from the aggressive driving grant.
- Development and related fees are expected to be over budget by \$15,000.

FY2019 Budget Review - General Fund Expense



FY2019 Budget Review - General Fund Expense

- Total expense reduction \$1,154,299
 - The proposed budget resolution will reduce transfer expense in the General fund by \$1,169,299.
 - Operating costs for development review services are anticipated to be approximately \$15,000 over budget. There is additional revenue to fund for these costs.
- Expenses proposed funding from contingency \$165,999
 - Building and grounds \$45,000 due to unbudgeted leave pay out for an employee who retired.
 - The purchase of police vehicles approved in June 2018 for \$101,999. The purchase did not occur until November 2018. Budget funds were not carried over for this expense.

FY2019 Budget Review - General Fund Cash Reserves

Cash in Funded Reserves	4/30/19
General Fund	7,897,254
GE - Cash on Hand Petty	1,575
Local Opt Fuel tax	391,108
Paving	32,825
Fare Donations	2,600
Hurricane Mitigation	(1,318,773)
Hurricane Intra	(601,832)
Impact Fees	342,417
Police Expenses	2,846
CRA	5,800,246
CRA - Foundation	552,120
CRA - Projects	(12,909)
Capital Projects	601,160
Water & Sewer	4,444,220
Water Impact Fee	266,532
Sewer Impact Fee	829,088
Proprietary R&B Fund	1,486,845
Water & Sewer Reserve	77,059
Stormwater Utility	2,946,051
Stormwater Cap Projects	9,102
Stormwater Reserve	164,566
Solid Waste	4,466,071
IT	82,385
Fleet	(54,007)
Property & Casualty	(14,671)
Health Benefits	88,705
Performance Bonds	83,500
Total	\$ 28,762,328

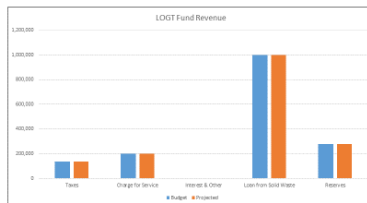
- General fund cash on hand including deficit for hurricanes is \$5,975,651

- \$2,033,089 is assigned
- \$3,942,562 is unrestricted
- Required reserve 20% to 25%
- Reserve is currently 36%

- Solid Waste fund cash on hand is \$4,466,071

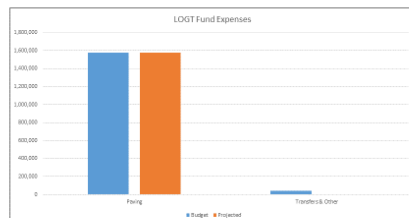
- Required reserve 20-100%
- Minimum reserve \$492,414
- Budget does not include \$1.0 million planned for paving.

FY2019 Budget Review - LOGT Fund Revenue



Note: Includes \$1 million loan from Solid Waste
\$617,600 available without loan

FY2019 Budget Review - LOGT Fund Expense



Note: Includes \$1 million loan from Solid Waste

FY 2018-2019 Priority Paving Program List of Roadways

1. Walker Street (10)	Nova Rd To Riverside Dr
2. Alabama Ave (9)	Nova Rd to Selma Ave
3. LPGA Blvd (9)	Ridgewood Ave to Riverside Dr
4. 6 th Street (8)	Nova Rd to Center Ave
5. Bender Ave (8)	LPGA to 15 th Street
6. 15 th Place (8)	Daytona Ave to Riverside Dr
7. May Avenue (7)	8 th Street to 10 th Street
8. Cavanah Drive (7)	3 rd St to Dead End
9. Scituate Lane (7)	Daytona Ave to Moravia Ave
10. 14 th Street (6)	Ridgewood Ave to Daytona Ave
11. Westward Circle (6)	6 th Street to Magnolia Ave



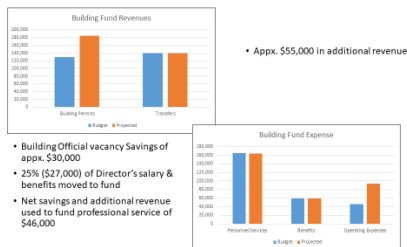
Status Update

- Construction plans are complete
- Bids are in for the Roadways listed in the previous slide
- The asphalt mix is specified to be with friction Course
- Not necessary for all of the roadways and the bid can be reduced by \$15,000 to \$17,000 if we switch the mix without the friction course
- Bid is at \$480,000 and the lowest bidder is P&S

Options for FY 2018-2019

- Option 1: Move forward with the program as is and start preparing Flomich and Daytona Plans for next Fiscal Year
- Impacts: Need to borrow money from the Solid Waste Fund up to \$500,000 for next fiscal year
- Option 2: Eliminate ranked 7 and 6 roadways and move forward with list 1 through 6 move forward with the construction plans for Flomich and Daytona.
- Impacts: Reduce the amount borrowed from the solid waste Fund approximately \$200,000 to \$300,000 for next fiscal year.
- Option 3: Just do Walker, LPGA this year and then do Daytona and Flomich.
- Impacts: Reduce amount borrowed from the solid waste fund approximately \$100,000 to \$150,000.

FY2019 Budget Review – Building Fund (004)

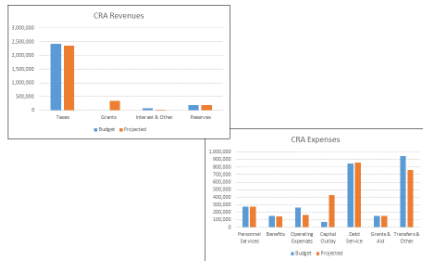


FY2019 Budget Review – Governmental Impact Fee Funds

Governmental Impact Fee Funds							
FY2019 Projected							
Fund	Description	Revenue			Expense		
		Budget	Projected	Variance	Budget	Projected	Variance
101	LAW ENFORCEMENT IMPACT FEE	70,225	73,529	3,304	70,225	-	70,225
102	FIRE IMPACT FEE TRST ACCT	48,620	56,687	8,067	48,620	-	48,620
103	ROAD IMPACT FEE TRST ACCT	109,725	151,932	42,207	109,725	-	109,725
104	PARK IMPACT FEE TRST ACCT	49,799	77,629	27,830	49,799	47,000	2,799

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Mid Year – Community Redevelopment Fund



Mid Year – Community Redevelopment Fund (CRA)

- Revenue \$218,518 above budget
 - Ad valorem Taxes are projected to be \$70,693 below budget
 - Grant Revenue from the US1 median project was not budgeted in the amount of \$348,348
 - Interest and other revenues are projected to be \$59,317 below budget
- Expenses
 - Capital outlay \$348,348 budget for US1 median project was not shown in carryover budget. The grant revenue will cover this deficit.
 - Savings are anticipated in other operating expense (Compliance costs, professional services, and mowing services) of \$100,511.
 - Legal services projected deficit of \$6,221
 - Debt Service costs deficit of \$12,501
 - Capital outlay for police vehicles is \$11,136 over budget.
 - Tax revenue shortfall \$70,693
 - Contingency funds savings
 - Interest & other revenue shortfall \$59,317

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Mid Year – Capital Projects Fund (301)

- Revenue are project to be at expected levels of \$3,618,589 which includes \$1,283,040 of grant funds.
- Expenses fiscal year to date are \$399,672 with projected annual expenditures of \$3.6 million. Projects include:
 - Various Building roofs \$243,000
 - Ross Point bathroom \$100,000-Could fund from Impact fee fund in FY2020
 - Sunrise Park Improvements \$2,880,440
 - Fitness Park \$140,000 (ECHO grant)
 - Boat Ramp \$1,140,440 (ECHO grant)
 - Pier Improvements \$1,600,000 (FEMA but not yet awarded)
 - ERP upgrade \$395,149

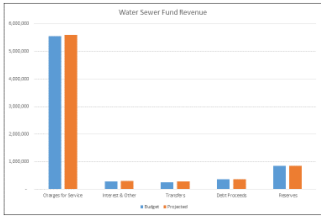
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Mid Year – Community Redevelopment
Project Fund (139)

- Revenue are project to be at expected levels of \$2,800,000 which includes \$2.6 million of carryover funds.
- Expenses fiscal year to date are \$970,743 (\$755,307 utility underground project, \$114,508 US1 median, \$100,928 Shirley Heyman park)
- Projected annual expenditures of \$1.8 million.
- Expenditures for Pickleball project of \$1 million are not expected until next fiscal year.

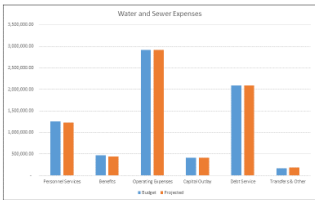
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Mid Year – Water & Sewer Fund (400)



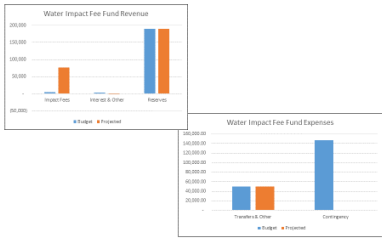
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Mid Year – Water & Sewer Fund (400)

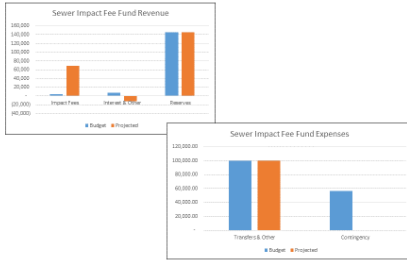


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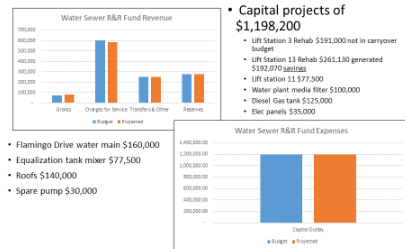
Mid Year – Water Impact Fee Fund (401)



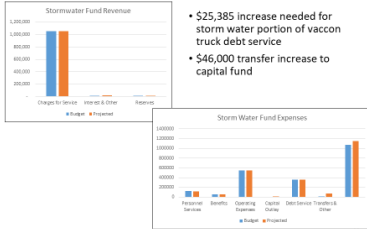
Mid Year – Sewer Impact Fee Fund (402)



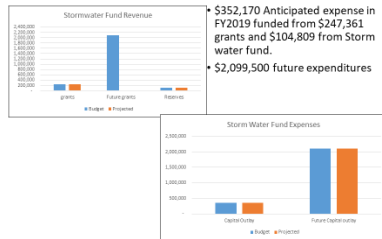
Mid Year – Water/Sewer R&R Fund (407)



Mid Year – Storm Water Waste Fund (460)



Mid Year – Storm Water Waste Capital Fund (461)



Storm Water Fund project Status (461)

- **7Flomich Street/Riverside Storm Pipe**
 - Budget \$186,000 – rebudget to next year
 - Replacing outfall from west of Riverside to river @ Flomich Park
 - Will be put out with Lift Station #9 (same property) in October
 - Project design is at 90%
- **Espanola Avenue Drainage Improvements**
 - Phase I cost: \$28,150
 - Phase I HMGP reimbursement: \$21,112.50
 - Phase I expiration: October 31, 2019
 - Phase I status: Awaiting (2) copies of signed and sealed drawings and permit exemption letters. All else will be provided by me to FDEM.
 - Total project cost estimate \$330,000. Will apply for phase II at conclusion of phase I
 - Phase I will be complete once items are received from Zev Cohen. Phase II likely 2019/2020 at this point.

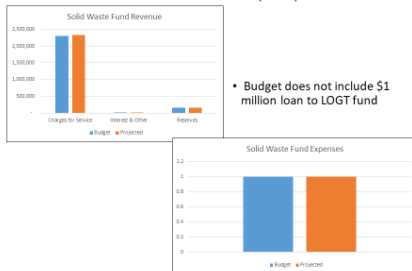
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Storm Water Fund project Status (461)

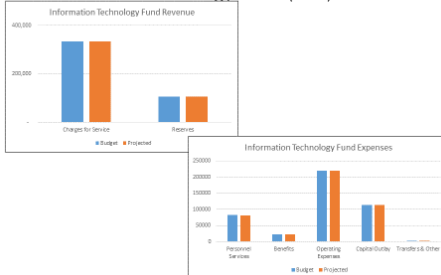
- **Cardova Avenue Exfiltration Trenches**
 - Phase I cost: \$104,694
 - Phase I HMGP reimbursement: \$75,821.00
 - Phase I expiration: October 31, 2019
 - Phase I status: Awaiting (2) copies of signed and sealed drawings and permit exemption letters. All else will be provided by me to FDEM.
 - Total project cost estimate: \$1,412,674. Will apply for phase II at conclusion of phase I
 - Phase I will be complete once items are received from Need & Hunt. Phase II likely 2019/2020 at this point.
- **Duckbill Valve Installation**
 - Project estimated cost: \$167,870
 - Project estimated reimbursement: \$125,978
 - Project expiration: December 31, 2019
 - Project Status: Scope change approved in writing from FDEM. I developed the bid specification packet but am awaiting scope specifications from drainage division
 - Project to be set at 120 days to substantial completion, 150 days to final completion
 - Want to have this out to bid within the month

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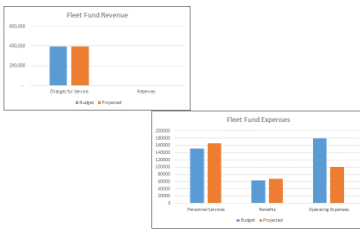
Mid Year – Solid Waste Fund (495)



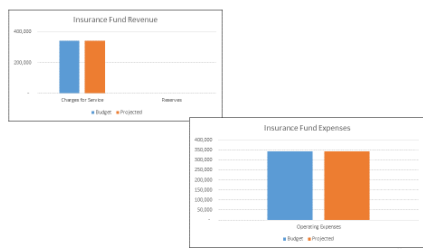
Information Technology Fund (501)



Fleet Fund (502)



Insurance Fund (503)



Summary of proposed mid-year adjustments

Exhibit "A"				
FY 2018 - 2019 BUDGET AMENDMENT				
FUND BUDGET DETAIL				
REVENUES AND EXPENSES FY 2018 - 2019	REVENUES	EXPENSES	VARIANCE	
001- GENERAL FUND	\$ (2,154,299)	\$ (2,154,299)	\$ -	
004- BUILDING AND ZONING	\$ 55,000	\$ 55,000	\$ -	
150- CRA	\$ 218,518	\$ 218,518	\$ -	
460- STORMWATER	\$ 71,385	\$ 71,385	\$ -	
TOTAL ALL FUNDS	\$ (809,396)	\$ (809,396)	\$ -	

Budget Calendar

- 7/2/2019 General & Special Revenue Funds FY2019/2020 Proposed budget workshop @ 6pm
- 7/9/2019 Enterprise Funds FY2019/2020 Proposed budget workshop @ 6pm
- 7/23/2019 FY2019/2020 Budget workshop @6pm
- 7/23/2019 Establish maximum millage for FY2019/2020 @ 7pm Commission meeting
- 9/9/2019 Adopt Tentative millage & budget for FY 2019/2020 @ 7pm Commission meeting (note meeting on Monday night)
- 9/24/2019 Conduct Public Hearing to adopt final millage and budget @ 7pm Commission meeting



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • JUNE 25, 2019

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

Commissioner Danio let the invocation.

c. Pledge of Allegiance

Mayor Via led the Pledge of Allegiance to the Flag.

2. POSITIVITY AWARD - NONE

3. PUBLIC COMMENTS

Rentha Flowers, President of the Holly Hill Historic Preservation Society, Inc., came forward to ask about a portlet at Hollyland Park for people that may be walking back and forth and can't get to the one in the park during construction of the Pickleball project. There was consensus from the Commission and Mr. Forte that one was not going to be placed out front. Ms. Flowers encouraged everyone that would like to become a member of the Society, that she had brochures with her.

Commissioner Penny asked if Ms. Flowers could inform her board members not to send out group emails to the Mayor and City Commissioners anymore because of it being considered a Sunshine Law violation if more than one Commissioner or the Mayor responds to it. Commissioner Penny asked if she could let the board members know to email them individually.

4. APPROVAL OF MINUTES

1.

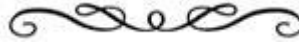
Minutes - June 11, 2019, Regular City Commission Meeting

Attachment: Minutes - June 25, 2019 - Regular City Commission meeting (2574 : Minutes)

(Requested by Valerie Manning, City Clerk)

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

Enacted and approved this 25th day of June, 2019, in Holly Hill



5. **CONSENT AGENDA - ITEMS (1 - 3)**

Mayor Via asked if anyone in the audience wished to speak on any item on the Consent Agenda or if any member of the Commission had anything they would like to further discuss on the Consent Agenda.

Heidi Heller, 460 Ridgewood Avenue, Holly Hill had some questions about the agreement and it's services and wanted to know if it was going to generate taxes if something else went in there besides the YMCA.

1. -2019-R-38 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Approving a Contract with Danus Utilities, Inc., for the Award of the Base Bid and Alternate 1 in the Amount of \$261,130.00, for the "Rehabilitation of Lift Station #13 (CDBG)" and Authorizing the City Manager to Award and Execute the Agreement with Danus Utilities, Inc.; Providing for Severability; and Providing for an Effective Date.

(Requested by Antoine Khoury, Public Works)

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

RESOLUTION

2019-R-38

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING A CONTRACT WITH DANUS UTILITIES, INC., FOR THE AWARD OF THE BASE BID AND ALTERNATE 1 IN THE AMOUNT OF \$261,130.00, FOR THE "REHABILITATION OF LIFT STATION #13 (CDBG)" AND AUTHORIZING THE CITY MANAGER TO AWARD AND EXECUTE THE AGREEMENT WITH DANUS UTILITIES, INC.; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING A CONTRACT WITH DANUS UTILITIES, INC., FOR THE AWARD OF THE BASE BID AND ALTERNATE 1 IN THE

AMOUNT OF \$261,130.00, FOR THE “REHABILITATION OF LIFT STATION #13 (CDBG)” AND AUTHORIZING THE CITY MANAGER TO AWARD AND EXECUTE THE AGREEMENT WITH DANUS UTILITIES, INC.”; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, During an evaluation of the City’s lift stations it was determined that Lift Station #13, located at 397 Dubbs Drive, is in need of refurbishment; and

WHEREAS, This lift station is over 50 years old and has not had any significant upgrades or improvements in that time; and

WHEREAS, This lift station is located within the eligible improvement area of the Community Development Block Grant (CDBG); and

WHEREAS, This lift station was approved by the City Commission as the City’s FY 2018-2019 CDBG Project; and

WHEREAS, as low responsive/responsible bidder, Danus Utilities, Inc., has submitted a base bid and alternate 1 in the amount of \$261,130.00 to the City of Holly Hill to rehabilitate Lift Station #13; and

WHEREAS, the City’s consultant and City staff have evaluated and find the proposal to rehabilitate Lift Station #13 to be acceptable.

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

SECTION 1. Approve a contract with Danus Utilities, Inc. and authorize the City Manager to award and execute a contract with Danus Utilities, Inc., for \$261,130.00 for the “Rehabilitation of Lift Station #13 (CDBG).”

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 25th day of JUNE, 2019.

Enacted and approved this 25th day of June, 2019, in Holly Hill



2. -2019-R-39 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Sign a One Year Lease Agreement Extension Between the City of Holly Hill and the Volusia/Flagler YMCA; Establishing the Terms of This Agreement; Providing for Severability; and Providing for an Effective Date.

(Requested by Joseph Forte, City Manager)

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

RESOLUTION

2019-R-39

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO SIGN A ONE YEAR LEASE AGREEMENT EXTENSION BETWEEN THE CITY OF HOLLY HILL AND THE VOLUSIA/FLAGLER YMCA; ESTABLISHING THE TERMS OF THIS AGREEMENT; 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 SIGN A ONE YEAR LEASE AGREEMENT EXTENSION BETWEEN THE CITY OF HOLLY HILL AND THE VOLUSIA/FLAGLER YMCA, ESTABLISHING THE TERMS OF THIS AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City of Holly Hill desires to continue its relationship with the Volusia Flagler YMCA in order to provide recreational programs at the recreational facility located at 1046 Daytona Avenue; and

WHEREAS, the YMCA has a nationally recognized reputation and long-term history of providing quality community recreation programs; and

WHEREAS, the City of Holly Hill and the Volusia Flagler YMCA entered into a three agreement on June 1, 2010 and approve a three extension to the lease agreement on January 8, 2003 and another three year extension on September 27, 2016; and

WHEREAS, the City of Holly Hill and the Volusia Flagler YMCA wish to extend this agreement for one additional year.

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, so that the Volusia Flagler YMCA may continue to perform as a recreation provider at the Daytona Avenue facility.

SECTION 2. That the term of this agreement shall commence on October 1,

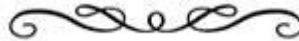
2016 and end on September 30, 2019.

SECTION 3. 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 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 25th day of JUNE, 2019.

Enacted and approved this 25th day of June, 2019, in Holly Hill

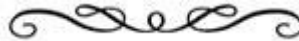


3. -DOC-2019-2

Employee Benefits Insurance Agent of Record Services
(Requested by Valerie Manning, City Clerk)

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

Enacted and approved this 25th day of June, 2019, in Holly Hill



6. **REGULAR AGENDA**

1. -2019-R-40 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 2018-2019; 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 [UNANIMOUS]
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Via, Penny, Currie, Danio, Johnson

RESOLUTION

2019-R-40

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 2018-2019; 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 2018-2019; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill, by Resolution 2018-R-64, adopted an operating budget for Fiscal Year 2018-2019; and

WHEREAS, the budget adjustment decreases 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 2018-2019 budget.

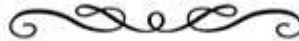
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:

SECTION 1. Amended Budget: The City Commission of the City of Holly Hill amends the Fiscal Year 2018-2019 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 25th day of JUNE, 2019.

Enacted and approved this 25th day of June, 2019, in Holly Hill



7. PUBLIC HEARINGS - NONE

8. COMMUNICATIONS

A. City Manager & Staff Comments

Mr. Forte stated he would like to get their authorization to allow Mr. Khoury to negotiate with the paving contract to reduce the fees based on the different types of resurfacing material.

*Commissioner Penny made a motion to **APPROVE** allowing Mr. Khoury to negotiate with the paving contract to reduce the fees based on the different types of resurfacing material, seconded by Commissioner Currie.*

Mayor Via opened public participation. No one spoke.

PASSED, 5-0

Mr. Forte stated not too long ago he came to the Commission and asked if he could hire a company, Universal Engineering to do the city's inspections for the building department and the city brought on Mike Garrett who is a former building official from Daytona Beach and he's been working part-time, 2.5 days a week catching the city up on the building official items. The city is still struggling to find a building official to fill that spot. Right now, they have a vacant accountant position in the Finance Department that staff is having a hard time filling as well and staff would like to bring on a temp position for about three months to catch up on what they have fallen behind on in the Finance Department. It might not be very apparent to the Commission but his perspective, three years ago he had Kurt here and they went through two hurricanes and then Kurt left and then John was here for 14 months and then John left and now they have Stella. Going through three Finance Directors and two hurricanes and there's a little bit of a turnover in the department, it's been a little bit of a challenge. He would like to get the Commissioner's approval to hire a temp position. It will probably be for three months. He doesn't see it going longer but it might depending on whether or not they can fill that position. They have lapsed salaries that will cover the cost for that. In the meantime, he would like to get their approval to proceed with doing that.

*Commissioner Currie made a motion to **APPROVE hiring a Temporary Position for 3 to 6 months time frame or whatever is needed for the Finance Department**, seconded by Commissioner Danio.*

Mayor Via opened public participation.

Kimberly Dibble, 824 Lakewood Drive, Holly Hill, stated she applied for the job this afternoon.

Mayor Via closed public participation.

Mr. Forte stated even if they hired someone tomorrow, he thinks they will still needs this temp to help them get caught up. He wouldn't change that direction. Mr. Forte mentioned they will be meeting with the Pickleball group for updates every two weeks. Today was their second meeting. When there is a Commission meeting, there will be a Pickleball construction update meeting so he will be able to give the Commission a quick briefing. Today, things are moving forward and they are getting things lined up, the property has been fenced off. The Police Department did a little bit of training last week and the Fire Department is doing a little bit more extensive training this week. They've been working with the Daytona Beach and running some people through some drills. Diane from Hometown News came by this morning to do a nice write up.

B. City Attorney Comments
None

C. City Commission Comments

Commissioner Penny reminded everyone about the next VLC dinner on July 25th in Lake Helen. It's a very small venue and if you plan to go, you need to RSVP as soon as possible. Complimented Commissioner Danio on his invocation tonight. He always does

a good job.

Commissioner Currie attended Crime Stoppers dinner, it was a nice event. Congratulations to Sergeant Hutchinson for receiving the Crime Stoppers of the Year award for Holly Hill. Attended the Urban Surf 4 Kids First Responders dinner, Lynne and Dennis Smith do so much for our community but you also do so much for other communities, thank you for everything that you do. That was a lot of work for that event. Commissioner Currie continues to emphasize on our Code Enforcement going out into the community in what needs to be done to improve our community. Mentioned the sales tax issue; the Commissioners are very transparent about what's been going on or what was going on pertaining to that and they continue to do.

Commissioner Danio glad to see all the dust settle at the old middle school property. Things are improving and glad to see that. He won't be at the next meeting because he will be on vacation with his family.

Commissioner Johnson mentioned the sales tax issue and was sure that it could have possibly passed if the County would have waited to put it on the 2020 ballot and more people would have been able to come out and vote. Asked about the underground to overhead project and Mr. Forte gave them an update and mentioned that the demolition for the Pickleball project will start tomorrow or Thursday. Just so they know, the playground equipment is unusable and can't be relocated. That's going to be disposed of.

D. Mayor's Comments

Mayor Via mentioned the possibility of creating a volunteer board and maybe calling it the Positivity Board, which is when the Positivity Award would be given out. He wanted to see if there was any interest from the other Commissioners.

Commissioner Danio suggested doing the Positivity Award once in a while since it is hard to find people because a lot of have chosen already. The problem with creating a board there's a possibility of it disbanding and then they have to try and fill those spots.

Commissioner Penny thinks it's an admirable idea if volunteers want to do this but he thinks it's a bad idea to call it a city board. If it's a city board, they will be required to keep minutes, there are attendance requirements, which has gotten all the boards in the past in trouble.

Commissioner Currie said it's a good idea but having the additional board has always created an issue of finding people that want to fill those boards and right now they may have two or three that want to fill that board but in two or three years their life may change to where they can't be involved with it then the Commission is struggling to find people. With the pension boards, there have been times where it's been hard to get people to apply. She isn't in favor of creating a board but will support a volunteer group.

Mayor Via brought up speed tables/bumpers to see where the Commissioners were at with it. Mayor Via referenced a post that was on Facebook pertaining to this and how he was called out on it/tagged. Listening to previous Commissions, there are probably more "no" for speed tables than "yes" but he wanted to see where this Commission was at with them.

Commissioner Currie mentioned that she knows what the Mayor is speaking about because she belongs to the same group that tagged him. There's a lot of misinformation on that thread. She did not make any comments because of the Sunshine Law. Commissioner Currie shared some information she had with her about the speed tables/speed bumps.

Commissioner Penny mentioned this comes up every so often and he relies on the Police Department and he's asked Chief Aldrich about this several times and the layperson thinks it's a traffic calming device and it's not and he relies on the facts of the speed trailer.

There was **consensus** to allow the Police Department to start writing tickets for speeders, especially within the neighborhoods but Mr. Forte will get some more details before anything is posted on social media or website informing the public.

9. ADJOURNMENT

The meeting adjourned at approximately 8:00 PM.



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • JULY 2, 2019

City Commission Chamber

Budget Workshop

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	

c. Invocation

d. Pledge of Allegiance

2. GENERAL FUND & SPECIAL REVENUE FUNDS

1.

FY 2020 - General Fund and Special Revenue Funds

(Requested by Valerie Manning, City Clerk)

Stella Gurnee, Finance Director discussed the handout of the FY2020 Preliminary Budget with the Mayor, City Commissioners and staff. The following departments were discussed during the workshop: City Commission, City Manager, Finance, Human Resources, Police, and Fire Departments.

A spreadsheet of the FY2020 Preliminary Budget workshop for tonight's discussion is available in the City Clerk's Office.

There will be budget workshops on July 9, 2019 at 6:00 PM and July 16, 2019 at 6:00 PM in the Commission Chambers.



3. ADJOURNMENT

The workshop adjourned at approximately 7:20 PM.

Attachment: Minutes - July 2, 2019 - Budget Workshop (2574 : Minutes)



STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

6.1

MEETING DATE: July 9, 2019
FROM: Scott Gutauckis
SUBJECT: Social Media Policy and Terms of Use
NUMBER: (ID # 2573)
APPLICANT:
PLANNER:

DISCUSSION: Policy to define use of social media as it related to city business.

STAFF RECOMMENDATION: Approve as submitted by staff.

MOTION: Report Only

- Social Media Procedures (PDF)
- Terms of Use (PDF)

CITY OF HOLLY HILL SOCIAL MEDIA PROCEDURES

As more citizens in the Holly Hill community make the shift towards, or include the use of, social media technologies to receive and share information and communicate, it is imperative that the City include these technologies as part of its efforts to enhance customer service and outreach and increase citizen engagement.

It is the policy of the City that a standard for interaction with social media tools and their associated technology is hereby established.

I. SCOPE AND APPLICATION

These procedures, and its provisions, apply to and serve as a guide to all City employees, departments, and contracted entities that distribute information on behalf of the City while engaging in any social media activities.

II. MANAGEMENT POLICY STATEMENT

It is the policy of the City Manager to adopt guidelines for all interaction with social media technology and its accompanying disciplines so that the City has a standard approach to the collaboration and sharing of information on and in various public domains to provide consistent communication across all media.

Social media by the City of Holly Hill is to be used to inform and engage the public in their City government's projects, programs, and services.

III. DEFINITIONS

- **Social Media** are various forms of user-created content tools such as social networks, blogs, video sharing, podcasts, wikis, message boards, and online forums. Technologies include, but are not limited to: picture and video sharing, wall postings, e-mail, instant messaging, and music sharing. Examples of social media applications include, but are not limited to: Google+ and Yahoo Groups (reference, social networking); Wikipedia (reference); Facebook (social networking); YouTube and Vine (social networking and video sharing); Flickr, Instagram, and Pinterest (photo sharing); Twitter (social networking and microblogging); Skype (instant messaging and webcam chat); LinkedIn (business networking); and news media comment sharing/blogging, and any City operated website (including YourNorthPort.com, ViewNorthPort.com, or CityofNorthPort.com) that may allow for user engagement. This policy covers all social media tools, both current and future.
- **Social Networking** is the practice of expanding one's business and/or social contacts by making connections using a range of social media tools including blogs, video, images,

tagging, lists of friends, forums, and messaging that use the Internet to promote such connections through Web-based groups established for that purpose.

- **Social Media Account** shall mean any registration, login credential, tool, forum, website or network that is created or maintained by an employee on behalf of the City of Holly Hill for the purpose of establishing or perpetuating a social media presence.
- **Authorized User** shall mean any employee who has been authorized by their Department Director and registered with and approved by the City Manager's Office to establish, create, edit, or maintain any social media account, and the posts it may contain, in the transaction of official business of the City of Holly Hill.
- **Post** shall mean any e-mail, message, picture, graphic, image, advertisement, notification, feed, stream, transmission, broadcast, podcast, video, instant message, text message, blog, microblog, status update, wall post, comment, and any and all other forms, means, or attempts at collaboration or communication that is uploaded, posted to, or otherwise displayed on or transmitted by, any Social Media Account or Network.
- **External Entity** shall mean any person or party not employed by, or not an authorized representative of, the City of Holly Hill.
- **External Information** shall mean any social media post by any External Entity, and the information or substance it contains.

IV. GENERAL GUIDELINES

1. Social media is meant to be a tool for dialog, engagement, and information sharing. All comments made by both parties (the Authorized User on behalf of the City and a member of the general public) will be monitored closely and will fall under the Terms of Use Agreement. Comments also will be documented for public record purposes.
2. For sites that do not allow the City of Holly Hill to block comments, Authorized Users will not edit outside comments made by members of the public. Any comment that violates the Terms of Use Agreement or disclaimer should be documented for records retention and then deleted from public view. The comment maker should then be notified that he or she has violated the Terms of Agreement, specifying any and all Terms of Use that were violated.
3. Any published content is persistent in the public domain. The City of Holly Hill is responsible for all content published by Authorized Users on behalf of the City. When speaking on behalf of the City, it should be assumed that all communications are in the public domain and available for publishing and discussion in all forms of media.
4. Authorized Users are to review and understand the Personnel Policy Manual, including the Standards of Conduct portion and the Employee Performance portion of the manual. By completing a User Agreement Form for a social media account, an

Authorized User is acknowledging that violations of the City's Personnel Policy may result in disciplinary actions.

5. Authorized Users are to ensure all content posted to social media accounts represents the City's point of view and not those of individual employees. Authorized Users who are in doubt should consult their Department Director, the City Manager's Office, or the Community Outreach Division.
6. Authorized Users should exercise caution while interacting with any External Entity, both known and unknown to the user, and the information that the Entity may provide or post. External Information shall not be utilized, commented on, or re-posted, unless the information has been verified or corroborated as true and accurate by independent and/or reputable resources.
7. Authorized Users should respect copyright, trademark, fair use and financial disclosure laws. Do not use third party content without permission. Always protect sensitive information, personally identifiable information, or other confidential information. Do not publish or report on conversations that are meant to be pre-decisional or internal to the City of Holly Hill unless leadership or management has authorized the release of such information.
8. Ensure that social media account implementation and use complies with applicable mandates, including, but not limited to: Section 508 of the Rehabilitation Act of 1973, Chapter 119 Florida Statutes, and any other applicable Federal, State or City law.

V. RESPONSIBILITIES

Authorized Users shall meet the requirements defined in the City of Holly Hill's Personnel Policy Manual, including the Standards of Conduct portion of the manual and the Employee Performance portion of the manual.

A. Department Responsibilities

A1. Before Establishing a Social Media Account

- Contact the Information Technology Department to discuss objectives, desired outcomes, and measurements for utilizing social media and to help determine its effectiveness in reaching the communication goals.
- Obtain formal approval in the form of a completed User Agreement Form, which shall specify all Authorized Users for the project, and include signatures from the applicable Department Director and the Information Technology Department prior to establishing any social media account. This form should be stored in the employee's personnel file in Human Resources.

- Establish the Social Media Account using a CityofNorthPort.com e-mail address. Contact the Information Technology Department to determine the appropriate e-mail address and provide all access information to that account to the Information Technology Department, including all subsequent modifications to account information.

A2. When Establishing the Social Media Account and during Maintenance of the Social Media Account

- Include an introductory statement that clearly specifies the purpose and topical scope of the social media presence. Where possible, Department social media accounts should link back to www.hollyhillfl.org for the purpose of downloading any forms, documents, and other information.
- Post a Terms of Use Agreement approved by the Information Technology Department and the City Manager's Office. The Agreement, in addition to its other language, shall clearly indicate that any Post is subject to public records disclosure.
- All comments, by both the Authorized User and the general public, shall comply with and be enforced by the terms described in the posted Terms of Use Agreement.
- All original content, such as images, documents, and video placed or linked on social media accounts by Authorized Users, should be archived in the event of a public records request.
- Maintain compliance with all applicable Federal, State and City requirements, policies and procedures relating to records retention and public records requests.

B. Information Technology Responsibilities

- Provide Authorized Users information about their ability to access and utilize the Social Media tools authorized by their Department Director and the Information Technology Department.
- Determine an email address to serve as the official e-mail account for all approved social media accounts. (This can be the individual Account User's assigned City e-mail address or a general account such as communications@hollyhillfl.org)
- Review all login credentials to social media accounts to ensure compliance with password strength requirements and compliance with established Information and Technology practices and industry best practices relating to information systems security.
- Retain a login credential database for social media accounts, to provide for control and continuity of operations.
- Respond to any requests for guidance or opinion regarding technology or information systems security.
- Review proposals for new social media projects and provide formal approval or denial.
- Provide counsel to the Department as to the appropriate use of the social media

tool and strategic guidance as to the types of information that should be released and the proper measurement for effectiveness.

- Monitor content on each Department social media account to ensure adherence to the guidelines in this policy. Inappropriate use may result in the removal of the department page or account from these social media sites.

C. City Manager's Office Responsibilities

- Obtain approval for any departmental changes or additions to the Terms of Use Agreement, or the general disclaimer, as requested.
- Obtain opinions on matters regarding disclaimers, terms of use, and privacy concerns as they arise from the City Attorney.
- Obtain opinions on matters of public records from the City Attorney.

VI. PUBLIC RECORDS RETENTION

- Each City social media account must include an introductory statement that clearly specifies its purpose and topical scope.
- Each City social media account also must clearly link to a Terms of Use.
- All social media sites must clearly indicate that all posts are subject to public records laws, including Chapter 119 Florida Statutes.
- Items uploaded to a Social Media account must have originals stored on a City server and/or be easily accessible in the event that the City receives a public records request. The management of this record retention will be overseen by the City Clerk and the Information Technology Division.
- All original content, such as images, documents, and video placed or linked on social media accounts by Authorized Users, should be archived in the event of a public records request.

VII. USING EXTERNAL LINKS

To meet its purpose, the City's social media accounts may contain links to other social media sites or websites that are not owned, regularly reviewed, or controlled by the City. Also, External Entities may "tag" or link the City's social media accounts to posts.

- When appropriate, include the following disclaimer on social media sites, along with the Terms of Use:

The provision of direct links should not be construed as an endorsement or sponsorship of these external sites, their content, or their hosts. The City

specifically disavows legal responsibility for what a user may find on another site, whether or not operated by the City. The views and opinions of the authors of documents published on or linked to the City's social media accounts do not necessarily state or reflect the opinion, policy or position of the City.

The City of Holly Hill is not responsible for the content, quality, accuracy or completeness of any offsite materials referenced by or linked through the City's social media accounts. By using the City's social networking sites, the user acknowledges and accepts the risk of injury or damage from viewing, hearing, downloading or storing such materials rests entirely with the user and that the City is not responsible for any materials stored on other social networking sites or websites, nor is it liable for any inaccurate, defamatory, offensive or illegal materials found on other social networking sites or websites.

The City does not endorse any content, viewpoint, products or services linked from its social networking sites and shall not be held liable for any losses caused by reliance on the accuracy, reliability or timeliness of such information. The City does not warrant the accuracy or reliability of or endorse any products or service providers listed or linked to its site.

VIII. SECURITY GUIDELINES

In general, Authorized Users should show caution when interacting with External Entities, those both known and unknown to the user. If at all in doubt of the legitimacy of any information sent to you, please avoid said information.

The following guidelines should be adhered to:

- Employ strong passwords which cannot be easily compromised by brute force attacks, including the use of mixed case letters, numbers and valid special symbols.
- Periodically change passwords to social media accounts, and immediately communicate any changes to the Information Technology Division.
- Refrain from adding, installing, attaching or linking to any additional external services or applications that may potentially grant or enable access to the content, information or posts within the social media account.
- Use caution when accessing links received from External Entities. Exercise caution when utilizing shortened links (links that have been shortened for ease of relaying the original link) from External Entities, as these may lead to a malicious site. Avoid clicking on shortened links from External Entities. Consider requesting the link be re-sent in another form.
- If the social media application installed on a device is identified as a security risk to the City, the Information Technology Division may update, change or remove the application at their discretion.

- Be watchful for spoofed emails and/or websites (seemingly official-looking communications that lead the user to a malicious website or attempt to solicit the user's personal or financial information). Consult Information Technology regarding any security related matter.

IX. GENERAL GUIDELINES

We believe in the importance of protecting the privacy of children online. The Children's Online Privacy Protection Act (COPPA) governs information gathered online from or about children under the age of 13. Verifiable consent from a child's parent or guardian is required before collecting, using, or disclosing personal information from a child under age 13. Our site is not intended to solicit information of any kind from children under age 13. If you believe that we have received information from or about children under age 13, please contact us.

X. COMMENT POLICY

It shall be the policy of the City of Holly Hill that the following agreement must be continuously and conspicuously posted on each social media account established and maintained by the City of Holly Hill, if such capability exists. The agreement shall also be posted on **Error! Hyperlink reference not valid.** for easy access:

A. The City of Holly Hill encourages public interaction with the following caveats:

- All comments will be reviewed (moderated).
- The comment policy (see below) must be clearly stated or linked.
- Comments must not be posted if they contain:
 - Blatantly partisan political views
 - Explicit commercial endorsements
 - Discriminatory, racist, offensive, obscene, inflammatory, unlawful or otherwise objectionable statements, language or content.

B. Comment Policy

To maintain a respectful dialogue, we've posted the guidelines of our comment policy below. In short:

- **Stay focused.** All viewpoints are welcome, but comments should remain relevant to the discussion, the City of Holly Hill's community outreach efforts, public information and the associated Web site.
- **Be respectful.** Personal attacks, profanity, and aggressive behavior are prohibited. Instigating arguments in a disrespectful way is also prohibited.

- **Tell the truth.** Spreading misleading or false information is prohibited.
- **No spam.** Repeated posting of identical or very similar content in a counter-productive manner is prohibited — this includes posts aggressively promoting services or products.

We retain the discretion to determine which comments violate our comment policy. We also reserve the right to remove and/or not allow comments to get posted. The views expressed within posted comments do not necessarily reflect those of the City of Holly Hill.

We recognize that the Web is a 24/7 medium, and your comments are welcome at any time. However, given the need to manage city resources (i.e. - your tax dollars), moderating and posting comments should only be expected to occur during regular business hours.

Reporters are asked to send questions to the necessary media office through their normal channels and to refrain from submitting questions here as comments. Reporter questions will not be posted nor answered.

This comment policy is valid for all discussions on any City managed forum. Thank you for taking the time to review our comment policy. We encourage your participation in our discussion and look forward to an active exchange of ideas.

IX. EFFECTIVE DATE

This policy is effective as of May 1, 2019.

City of Holly Hill

Social Media Terms of Use

By posting or commenting on any social media platform used by the City of Holly Hill, you participate by your own choice, taking personal responsibility for your comments, your username and any information you provide therein. You further agree to the following terms of use:

The City of Holly Hill maintains a social media program for the purpose of engaging and interacting with our community, providing relevant and timely community news, information and events, distribution of crime prevention and public safety tips, for urgent notifications of critical incidents which may affect residents, business owners and visitors of the city of City of Holly Hill, and for those people having an interest in the City of Holly Hill.

Limited Public Forum

All social media platforms used by the City of Holly Hill are designated as Limited Public Forums. The department welcomes a person's right to express his/her opinion and encourages posters to keep comments relevant to the topic in question. Posting of any content on any social media platform used by the City of Holly Hill, by any visitor, follower, subscriber or fan, constitutes acceptance of the terms of use described here in this policy.

For purposes of this policy, a social media platform is the website or app offered to the public to provide audio, video, still-photo or written communication between other members of the public and/or representatives of certain groups, businesses, organizations or departments. Examples of social media platforms include Facebook, Twitter, YouTube, Flickr, LinkedIn, website blogs with commenting capabilities, and forums and emergency notification services.

The definition of content as used in this policy refers to any written copy, photos, graphics, videos, live-video streams, comments or any form of communicative content exchanged between parties.

Emergency or Non-Emergency Requests for Police Assistance

The posting of requests for police assistance, regardless if it is of an emergency or non-emergency nature, is discouraged and will not guarantee a response by the City of Holly Hill or any emergency service provider. In case of an emergency, or if police assistance is needed, please dial 911. If you wish to report

a crime or information relevant to a crime, please call 386-248-9475. You may remain anonymous if you wish.

In the event you post information related to a crime, you may be placing yourself in a position of becoming a witness and subject to being subpoenaed into court.

Endorsements

“Friending” or “Liking” the City of Holly Hill, or an officer or employee of the City of Holly Hill, does not indicate an endorsement of that person’s actions or comments.

A comment posted by a member of the public on any City of Holly Hill social media site is the opinion of the commentator or poster only, and publication of a comment does not imply endorsement of, or agreement by, the City of Holly Hill, nor do such comments necessarily reflect the opinions or policies of the City of Holly Hill.

Moderation of Content

The City of Holly Hill 's social media platforms are intended to be "family friendly," When applicable, the department uses platform provided content moderation/filtering options to limit foul or obscene content. The City of Holly Hill does actively monitor the social media platforms used by the department, and will remove inappropriate content as defined below, without prior notice, and as soon as possible. The department shall reserve the right to remove and/or block anyone who posts inappropriate material as determined by the department. This material may include, but is not limited to:

1. Comments not related to the original topic, including random or unintelligible comments;
2. Profane, obscene, or pornographic content and/or language;
3. Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, or national origin;
4. Defamatory or personal attacks;
5. Threats to any person or organization;
6. Comments in support of, or in opposition to, any political campaigns or ballot measures;
7. Solicitation of commerce, including but not limited to advertising of any business or product for sale. This includes other online pages or organizations asking for donations.
8. Conduct in violation of any federal, state or local law;
9. Encouragement of illegal activity;
10. Information that may tend to compromise the safety or security of the public or public systems;
11. Content that violates a legal ownership interest, such as a copyright, of any party;
12. Harassment or content which constitutes and/or facilitates stalking;
13. Content which violates the right to privacy;
14. Encouragement of violence;

15. Repetitive content. Repeated posting of identical or very similar content in a counter-productive manner;
16. Comments which may reasonably interfere with, inhibit, or compromise law enforcement investigations, police tactics, police responses to incidents and/or the safety of police staff and officers.
17. Posts or comments which contain any external links.

The department does not allow posting of photos or videos by anyone other than members of the department.

Denial of Access

The City of Holly Hill reserves the right to deny access to any City of Holly Hill social media sites for any individual, who violates the City of Holly Hill's Social Media Terms of Use, at any time and without prior notice.

If you wish to contest the removal or hiding of your content, or your denial of access ("banned") from our social media platforms, you may do so by contacting the information technology manager at 386-248-9459.

Facebook's Community of Standards

All comments posted to any City of Holly Hill Facebook site are bound by Facebook's Community Standards, located at <http://www.facebook.com/communitystandards>, and the City of Holly Hill reserves the right to report any violation of Facebook's Community Standards to Facebook with the intent of Facebook taking appropriate and reasonable responsive action.

The Twitter Rules

When applicable, the City of Holly Hill reserves the right to report any violation of the Twitter Rules, located at <https://support.twitter.com/articles/18311> with the intent of Twitter taking appropriate and reasonable responsive action.

YouTube Community Guidelines

When applicable, the City of Holly Hill reserves the right to report any violation of the YouTube Community Guidelines, located at <http://www.youtube.com/yt/policyandsafety/communityguidelines.html> with the intent of YouTube taking appropriate and reasonable responsive action.

Instagram Community Guidelines

When applicable, the City of Holly Hill reserves the right to report any violation of the Instagram Community Guidelines, located at <https://help.instagram.com/477434105621119/> with the intent of Instagram taking appropriate and reasonable responsive action.

Pinterest Acceptable Use Policy

When applicable, the City of Holly Hill reserves the right to report any violation of the Pinterest Acceptable Use Policy, located at <https://about.pinterest.com/en/acceptable-use-policy> with the intent of Pinterest taking appropriate and reasonable responsive action.

LinkedIn User Agreement

When applicable, the City of Holly Hill reserves the right to report any violation of the LinkedIn User Agreement, located at <https://www.linkedin.com/legal/user-agreement> with the intent of LinkedIn taking appropriate and reasonable responsive action.

External Links

The provision of direct links should not be construed as an endorsement or sponsorship of these external sites, their content, or their hosts. The City specifically disavows legal responsibility for what a user may find on another site, whether or not operated by the City. The views and opinions of the authors of documents published on or linked to the City's social media accounts do not necessarily state or reflect the opinion, policy or position of the City.

The City of Holly Hill is not responsible for the content, quality, accuracy or completeness of any offsite materials referenced by or linked through the City's social media accounts. By using the City's social networking sites, the user acknowledges and accepts the risk of injury or damage from viewing, hearing, downloading or storing such materials rests entirely with the user and that the City is not responsible for any materials stored on other social networking sites or websites, nor is it liable for any inaccurate, defamatory, offensive or illegal materials found on other social networking sites or websites.

The City does not endorse any content, viewpoint, products or services linked from its social networking sites and shall not be held liable for any losses caused by reliance on the accuracy, reliability or timeliness of such information. The City does not warrant the accuracy or reliability of or endorse any products or service providers listed or linked to its site.

PRIVACY OF CHILDREN

We believe in the importance of protecting the privacy of children online. The Children's Online Privacy Protection Act (COPPA) governs information gathered online from or about children under the age of 13. Verifiable consent from a child's parent or guardian is required before collecting, using, or disclosing personal information from a child under age 13. Our site is not intended to solicit information of any kind from children under age 13. If you believe that we have received information from or about children under age 13, please contact us.

Questions

Should you have any questions in regards to items contained herein this Terms of Use, please contact the City of Holly Hill information technology manager at 386-248-9459.

Pursuant to F.S. 668.6076: Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to us. Instead, contact our office by phone or in writing.



STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Ordinance

7.1

MEETING DATE: July 9, 2019
FROM: Joseph Forte
SUBJECT: FIRST READING - an Ordinance of the City of Holly Hill, Florida,
Amending Section 70-49 of the Holly Hill Code of Ordinance to
Change When Water and Sewer Impact Fees Are Paid;
Providing for Conflicting Ordinances; Providing for
Severability; and Providing an Effective Date.
NUMBER: 2019-O-3017
APPLICANT:
PLANNER:

DISCUSSION:

Florida law was amended in 2019 to prohibit a local government from collecting impact fees prior to the date of issuance of a building permit. Currently, the Holly Hill water and sewer impact fees are required to be paid prior to the issuance of a building permit, which is inconsistent with the new law.

This change to the ordinance will bring the water and waste water impact fee payment schedule into compliance with the new state law. It should be noted that all other impact fees levied by the City of Holly Hill are scheduled to be paid prior to issuance of the certificate of occupancy.

FISCAL ANALYSIS:

There is no fiscal impact to this change.

STAFF RECOMMENDATION:

Approve Ordinance as submitted by staff.

COMMISSION

GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

MOTION:

APPROVE THE FIRST READING OF ORDINANCE 3017, AMENDING SECTION 70-49 OF THE HOLLY HILL CODE OF ORDINANCE, TO CHANGE WHEN WATER AND SEWER IMPACT FEES ARE PAID.

Ordinance No. 2019-3017**FIRST READING - AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING SECTION 70-49 OF THE HOLLY HILL CODE OF ORDINANCE TO CHANGE WHEN WATER AND SEWER IMPACT FEES ARE PAID; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING SECTION 70-49 OF THE HOLLY HILL CODE OF ORDINANCE TO CHANGE WHEN WATER AND SEWER IMPACT FEES ARE PAID; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Florida law was amended in 2019 to prohibit a local government from collecting impact fees prior to the date of issuance of a building permit; and

WHEREAS, currently water and sewer impact fees are required to be paid prior to the issuance of a building permit, which is inconsistent with the new law; and

WHEREAS, all other impact fees levied by the City are to be paid prior to issuance of the certificate of occupancy; and

WHEREAS, words which are underlined (underlined) are additions to the text and words with strike through (~~strike-through~~) the characters are deletions from the text.

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

SECTION 1. The City Commission of the City of Holly Hill, hereby amends Section 70-49 (When payable; penalty for nonpayment.) to read as follows:

Sec. 70-49. - When payable; penalty for nonpayment.

(a) Except as provided in this division, the fee provided in section 70-47, shall be imposed

on every equivalent living unit initially connected to the city's water supply system or wastewater treatment system after April 23, 1991, whether those units are new or existing and whether those units are inside or outside the municipal limits.

- (b) The impact fees due under this division shall be paid prior to the issuance of a certificate of occupancy. ~~building permit~~.

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

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

APPROVED AND AUTHENTICATED on this 9th day of JULY, 2019 for first reading.