

MINUTES
COMMUNITY REDEVELOPMENT AGENCY MEETING
CITY OF HOLLY HILL, FLORIDA

APRIL 8, 2008

1. CALL TO ORDER

Mayor Roland D. Via called the meeting to order in the Chambers at City Hall, 1065 Ridgewood Avenue at approximately 6:04 p.m. Attending with Mayor Via were Commissioners John Penny, Rick Glass, Mark Reed and Liz Towsley. Also attending were the following staff members: City Manager Tim Harbuck, Assistant City Attorney Scott Simpson, arrived at approximately 6:45 p.m., Finance Director Kurt Swartzlander, Assistant Finance Director Susan Worde, Information Technology Director Scott Gutauckis, Community Development Director/City Planner Doug Gutierrez, Public Safety Director Don Shinnamon, PAL/Recreation Executive Director Chuck Beach, Community Redevelopment Coordinator Marsha Radulovich, and City Clerk Valerie Manning.

Also attending: Ginger Corless, President of Herbert-Halback, Inc. (HHI)

2. AUDIENCE PARTICIPATION

Regarding items not on the agenda.

Dan Daugherty, 1682 Riverside Drive, shared his concerns about the sidewalks and traffic along U.S. 1 and Flomich; JAVA Junction traffic.

George Fries, 1000 Riverside Drive, mentioned the walkable community workshop that was held in 2005 and shared his concerns about the sidewalks as well to the Mayor and Commissioners; mentioned that he would like to see pedestrian sidewalks on Riverside Drive and possible signs showing pedestrian sidewalks.

**3. POLICE DEPARTMENT SPECIAL RESPONSE TEAM (SRT)
SATELLITE LOCATION AT 240 RIDGEWOOD AVENUE**

Mr. Harbuck gave a brief summary of the satellite location at 240 Ridgewood Avenue and discussed what that building would be used for. Chief Shinnamon spoke briefly about this idea of a sub-station and that it has been discussed for several years. The building at 240 Ridgewood has been evaluated and is suitable for the Special Response Team (SRT) officers. This site will serve as the work site for the five CRA/SRT Police Officers which would establish a high visible presence in the area. The Community Redevelopment Advisory Board recommended approval for this. The cost per month is approximately \$1,000.

There was some discussion amongst the Mayor, City Commission, and staff regarding various hours that the SRT Officers would be working; and Commissioner Towsley discussed her handout pertaining to the 2007 Holly Hill crime statistics.

*Commissioner Reed made a motion to **APPROVE** the Police Department Special Response Team (SRT) satellite location at 240 Ridgewood Avenue for a one-year lease and in six months reviewed; also a 30-day option – month by month basis to see if things have improved, seconded by Commissioner Penny.*

The motion **CARRIED** 3-2 by roll call vote: Reed – Yes, Penny – Yes, Glass – No, Towsley – No, Mayor Via – Yes

4. RENEWABLE ENERGY BUSINESS INCUBATOR

Ms. Radulovich showed a power-point presentation on the renewable energy business incubator and briefly described the benefits of one in our City.

*Commissioner Glass made a motion to **APPROVE** Ms. Radulovich moving forward in the renewable energy business incubator for the City; to gather further information, seconded by Commissioner Towsley.*

The motion **CARRIED** 5-0 unanimously: Glass – Yes, Towsley – Yes, Penny – Yes, Reed – Yes, Mayor Via – Yes

5. DECORATIVE FENCING AT RIVERSIDE PARK

Mr. Harbuck and Mr. Hurst, Public Works Director/City Engineer, spoke briefly about the decorative fencing at Riverside Park.

George Fries, 1000 Riverside Drive, wanted to know who was responsible for finishing the fence. It was his understanding that it was Marina Grande. Is it a liability issue?

Mayor Via mentioned that the park is the City's.

Mr. Harbuck mentioned it's a City park so it's the responsibility of the City to put up a fence there.

Mayor Via stated, yes it can be a liability.

*Commissioner Glass made a motion to **APPROVE** the decorative fencing at Riverside Park in an amount not to exceed \$13,495, seconded by Commissioner Towsley.*

The motion **CARRIED** 4-1 by roll call vote: Glass – Yes, Towsley – Yes, Penny – Yes, Reed – No, Mayor Via – Yes

6. HERBERT-HALBACK, INC. – STREETSCAPE AND GATEWAY TASK ORDER PROPOSAL

Ginger Corless, President of Herbert-Halback, Inc. (HHI), spoke briefly about the task order proposal to the Mayor and City Commission. Ms. Corless mentioned that the Agency, back in April, directed staff to request a scope of services and fee proposal for professional design services from HHI for certain urban design components. Initial streetscape design elements include monument or tower designs for gateways at the City limits, U.S. 1 transit facilities and site furnishings designs, public signage program designs, street lighting designs and ancillary elements for placement along Ridgewood Avenue. Ms. Corless informed the Mayor and Commission that the hourly rate has not changed from their original proposal to the City.

*Commissioner Penny made a motion to **APPROVE** the Herbert-Halback, Inc., (HHI) streetscape and gateway task order proposal, seconded by Commissioner Glass.*

Jim Legary, 342 Burleigh Avenue, had a question about comparable figures and Ms. Corless informed the Commission that the hourly rate has not changed and Attorney Simpson agreed.

The motion **CARRIED** 5-0 by roll call vote: Penny – Yes, Glass – Yes, Reed – Yes, Towsley – Yes, Mayor Via – Yes

7. ADJOURNMENT

The meeting officially adjourned at approximately 7:30 p.m.

Attest:

City of Holly Hill, Florida

Valerie Manning
City Clerk

Roland D. Via
Mayor

Florida Statutes 286.011 and Government-In-The-Sunshine Manual

“The minutes of Sunshine Law meetings need not be verbatim transcripts of the meetings; rather the use of the term “minutes” as stated in F.S. 286.011, contemplates a brief summary or series of brief notes or memoranda reflecting the events of the meeting.”

*A verbatim copy of Sunshine Law meetings (e.g. City Commission meetings/workshops/Agency meetings and CRA meetings) are available upon request to the City Clerk during regular business hours, Monday through Friday,
8:00 a.m. to 5:00 p.m.*