MINUTES
COMMUNITY REDEVELOPMENT AGENCY MEETING
CITY OF HOLLY HILL, FLORIDA

AUGUST 26, 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 6:32 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, Finance Director Kurt Swartzlander, Assistant Finance Director Susan Worde, Community Development Director Doug Gutierrez, Commander Mark Barker, PAL/Recreation Executive Director Chuck Beach, Public Works Director/City Engineer Chris Hurst, Community Redevelopment Coordinator Marsha Radulovich, Community Development Director Doug Gutierrez, and City Clerk Valerie Manning.

Also present: Alex Law, AICP, Senior Associate, Herbert-Halback, Inc. (HHI)

2. AUDIENCE PARTICIPATION

Regarding items not on the agenda.

None.

3. DISCUSS DESIGN CONCEPTS, LOCATIONS AND COST OF GATEWAY, WAYFINDING SIGNAGE AND TRANSIT SHELTER AMENITIES FOR THE STREETSCAPE PROJECT – HERBERT HALBACK, INC. (HHI) CONSULTANT

Alex Law, AICP, Senior Associate, Herbert-Halback, Inc. (HHI) showed a PowerPoint presentation to the Agency regarding the design concepts, locations and cost of gateway, wayfinding signage and transit shelter amenities for the streetscape project.

Mayor Via opened public participation. No one spoke.

There was some discussion amongst the Mayor, City Commission, Mr. Law and staff.

Mayor Via recessed the Agency meeting at approximately 7:00 p.m. to start the Regular City Commission meeting at approximately 7:00 p.m. Mayor Via mentioned that the Agency meeting will continue after the regular meeting has adjourned.

The Agency meeting reconvened at approximately 9:12 p.m.

4. RESOLUTION 2008-R-29, ADOPTING THE WAYFINDING SYSTEM PACKAGE AS REQUIRED BY FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)

This Resolution was moved to the Regular City Commission meeting for adoption; per the City Attorney suggestion.

5. CREATE A CRA RIGHT-OF-WAY IMPROVEMENT WORKER POSITION

Mr. Harbuck gave a brief update on the CRA right-of-way improvement worker position as described by staff. There was some discussion amongst the Mayor and City Commission and staff and there was ***consensus*** to direct staff in contacting Association for Retarded Citizens (ARC) and see if they would be interested in meeting with staff and perhaps bring back a scope of work to possibly do the work along the CRA right-of-ways.

6. PRIORITY RANKING FOR MASTER PLAN – PHASE II PROPOSED ACTION PROJECT GOALS FOR FY 2009-2012

Ms. Radulovich handed out a spreadsheet to the Mayor and City Commission for them to rank their priorities as it pertains to the Master Plan – Phase II Proposed Action Project Goals for FY 2009-2012. At this time the Mayor and City Commission took a moment to list their priorities and briefly addressed them.

7. PROPOSED CHANGES IN TERMS AND CONDITIONS OF THREE CRA IMPROVEMENT MATCHING GRANT PROGRAMS

- ✓ Commercial Property Improvement Grant – REVISED
- ✓ Commercial Landscape Improvement Grant – REVISED
- ✓ Private Residential Improvement Grant – REVISED

Ms. Radulovich briefly discussed the proposed changes in terms and conditions of the three CRA Improvement Matching Grant programs to the Mayor and City Commission. There was some discussion amongst the Mayor and City Commission as it pertains to nonconformity and offered their suggestions for additional changes to the grants. Each grant was voted on individually and discussed by the Mayor and City Commission.

*Commissioner Reed moved **APPROVAL** for the Commercial Property Improvement Grant, seconded by Commissioner Penny.*

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

*Commissioner Glass moved **APPROVAL** for the Commercial Landscape Improvement Grant, seconded by Commissioner Reed.*

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

Commissioner Glass moved ***APPROVAL*** *for the Private Residential Improvement Grant, seconded by Commissioner Reed.*

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

8. TECHNOLOGY INCUBATOR FEASIBILITY STUDY REQUEST FOR PROPOSAL (RFP) COMMITTEE REPRESENTATION

Ms. Radulovich spoke briefly about the technology incubator feasibility study for proposal Request for Proposal (RFP) committee representation. Ms. Radulovich asked if a member from the City Commission would like to sit on the committee. Commissioner Reed stated that he would like to be on the committee.

9. COUNTY-WIDE CRA STUDY – REAL ESTATE RESEARCH CONSULTANTS (RERC) CONSULTANT HIRED BY VOLUSIA COUNTY

Ms. Radulovich mentioned that this item is somewhat of an "FYI" and spoke briefly about the County-wide CRA study – RERC consultant who was hired by Volusia County.

10. ADJOURNMENT

The meeting officially adjourned at approximately 10:00 p.m.

Attest: City of Holly Hill, Florida

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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.