

**MINUTES
COMMISSION WORKSHOP
CITY OF HOLLY HILL, FLORIDA
MAY 8, 2001**

CALL TO ORDER

Mayor William D. Arthur called the meeting to order in Room 227 at City Hall, 1065 Ridgewood Avenue at approximately 8:38 p.m. Attending with Mayor Arthur were Commissioners Arthur Byrnes, Keith Tarrer, Paul Lockeby and Roland Via. Also attending were the following staff members: City Manager Joe Forte, Assistant to the City Manager Greg Wood, Public Works Director Milt Hallman, Human Resources Director Diane England, and City Clerk Jeaneen Clauss.

1. CIVIL SERVICE BOARD RECOMMENDATIONS

Phil Sommerlad, Chairman of the Civil Service Board, along with fellow members Arthur Desautels and Kenneth Bay, recommended to the Commission that every employee be covered by the Civil Service Act. The positions not currently covered are the new Director of Emergency Services, the Human Resource Director, the Assistant to the City Manager, and the City Clerk. There is no problem covering the Director of Emergency Services because it is a new position to replace both the police and fire chief positions, which were covered by Civil Service. The City Clerk cannot be covered by Civil Service, because the Charter expressly prohibits it. The Commission discussed the other two positions with the Civil Service Board and with Mr. Forte and directed questions to Mr. Wood and Ms. England. Mention was made that in lieu of Civil Service Protection, a severance package could be offered. There was discussion that these positions are not presently covered by Civil Service because of the nature of their work - whoever the City Manager is, he/she should have the option of selecting his/her own Assistant and the Human Resource Position is part of the due process / grievance procedure. The general consensus was that every employee should be covered by something and Civil Service was preferred over offering a severance package. Following a discussion on the lack of due process in place for these positions, Mr. Forte stated that he would like to re-think this and bring back a recommendation to the Commission.

2. CENTRALIZED CONTRACTOR LICENSING

County Staff representatives, Donald Vancini (Code Administration Manager) and Dave Hakojarvi (Contractor Licensing Manager) presented the Commission with additional information regarding centralized contractor licensing. They gave them an informational hand-out and brought a lap-top computer to show exactly how information is tracked and available to inquiring agencies. Commissioner Byrnes and Via expressed concern about the loss of City revenue (approximately eight thousand dollars) and stated they would have liked to have seen revenue-sharing built into this proposal. Mayor Arthur referred to the Unified Study Commission meetings when this topic was being reviewed and how the contractors were more than willing to pay for the simplified system of registration. He felt this was a good proposal and that the City should adopt it, as many of the other

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cities have (currently nine out of sixteen). The Commission requested an exact figure to determine the revenue loss, taking into account whatever expense the City undertakes to do their own contractor licensing. This item will be placed on the agenda of a regular Commission meeting for consideration.

3. STORMWATER RETENTION MANAGEMENT

Quentin Hampton and Associates representatives Rick Fernandez, Mark Hampton, and Andrew Giannini attended this workshop to present the Stormwater Retention Management Plan they had been contracted to do.

Mr. Fernandez was responsible for the Stormwater Utility User Charge System Report, dated April 2001, which consisted of taking a random sampling of 128 units within the City and actually measuring the impervious surface of each property to determine the average impervious surface of single family units. His report showed that this figure should be 2,050 square feet, as opposed to the City's current ERU of 1,620. There was discussion as to enlarging the sample area but it was determined that this sampling was sufficient.

Mr. Giannini was responsible for the Stormwater System Facility Plan, dated April 2001, which showed the nine main areas of the City where drainage problems exist along with a detailed cost projection for resolving the problem in each area. A proposed project schedule was included as well. The total cost for this entire project is \$4,312,000.

Funding for this could be obtained through a State Revolving Fund loan. Mr. Hallman advised that they would continue to apply for any grants as they become available, in order to reduce the taxpayers financial burden. A twenty-year funding plan was included in Mr. Fernandez' report. It begins with a gradual rate increase but picks-up substantially the third and fourth year. On a Statewide comparison, the rate would go from being within the lower-middle range more to the higher-middle range. The Commission requested alternative rate-increase plans to show a more gradual increase. These will be prepared and could be presented to them the night they host a public hearing on the Facility Plan and the Capital Finance Plan.

COMMENTS

Commissioner Via inquired about the signs that have been ordered for Centennial Park and requested clarification on the approval of the naming of it and the lake. This was discussed and agreed upon at the workshop in April.

ADJOURNMENT

The workshop officially adjourned at approximately 11:12 p.m.

City of Holly Hill

William D. Arthur, Mayor

Attest:

Jeaneen P. Clauss, City Clerk