



City Commission  
Minutes • April 28, 2026

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Large Conference Room	Workshop	4:30 PM
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City Hall  
1065 Ridgewood Avenue  
Holly Hill, FL 32117

City Clerk's Office: (386) 248-9441 – Fax: (386) 248-9448

1. Call to Order

The workshop was called to order at approximately 4:30 PM.

**Present:**

Mayor John Penny  
City Commissioner Debra Snow  
City Commissioner Penny Currie, Vice-Mayor  
City Commissioner Jeffrey DeLanoy

2. Workshop Items

4. SB64 Discussion

(Requested by Joseph Forte, City Manager)

Braid Blais, Mead & Hunt, Vice President, briefly explained the SB64 Compliance Plan for the city, which was completed on October 27, 2021. Mr. Blais went over the Conceptual Beneficial Reuse Projects known as Tier Projects. There are three of them in the Compliance Plan. *(For a review of the Compliance Plan, a copy is available upon request in the City Clerk's Office; descriptions of the Tier Projects begin on pages 17-27).* After some discussion amongst the Mayor and City Commissioners, there was **consensus** not to move forward with an Ordinance at this time. *(A copy of this workshop in its entirety is available on CD upon request in the City Clerk's office or the city's YouTube channel.)*

1. Capital Equipment Items

(Requested by Josef Grusauskas, Public Works Director)

Josef Grusauskas, Public Works Director, Steve Juengst, Deputy Public Works Director, and several Public Works staff were present for this workshop discussion item. Mr. Grusauskas went through the following slides for the Capital Equipment Options for 2026:

- Current Public Works equipment presents strong opportunities for modernization. Much of the existing fleet is labor-intensive, not well-suited for specific tasks, and often too large for use in narrow streets and drainage areas. Additionally, many of these tools require specialized CDL licensing,

- limiting operational flexibility and efficiency
- Equipment Goal - To equip Public Works with the right tools to improve efficiency, enhance safety, and meet the evolving needs of the community
- New - Bobcat Track Loader w/ Dump Trailer - \$197,500



- New - Ground Penetrating Radar - New Purchase - \$25,000





○ Pre-Owned - Vacuum Trailer w/ 500 Gallon Capacity - \$75,000



○ Pre-Owned - Boom Mower Tractor w/ Center-Mount - \$69,000



- Pre-Owned - Wheeled Tilt Rotator Excavator - \$100,000



**Public Works Capital Equipment for 2026**

(New) Bobcat Track Loader w/ Dump Trailer \$197,500  
(New) Ground Penetrating Radar - New Purchase \$25,000  
(Pre-Owned) Vacuum Trailer w/ 500 Gallon Capacity \$75,000  
(Pre-Owned) Boom Mower Tractor w/ Center-Mount \$69,000  
(Pre-Owned) Wheeled Tilt Rotator Excavator \$100,000  
Total Capital Equipment \$466,500  
Shipping Estimated Cost \$12,000  
**Total \$478,500**

There was **consensus** from the Mayor and Commissioners that there was a need to purchase several of these equipment for the betterment of the city and the crew members that will be operating them and to help make their jobs more efficient and the workers could be utilized in other areas of the city.

## 2. Carryover Funds

(Requested by Michele Moore, Finance Director)

(This item and the CRA Funds were discussed at the same time) Mr. Forte stated that the City has funds available for allocation.

Michele Moore, Finance Director, informed the Mayor and Commissioner that approximately \$3.9 million is available after meeting the fund balance policy requirement of 20% of the operating budget. Mr. Forte suggested reviewing the 20% fund reserve balance requirement to determine if it remains adequate.

Becki Leggett, Economic Development Manager/CRA Coordinator, was invited to share ideas for CRA-related projects, including, but not limited to, a railroad quiet zone, landscape buffers, Home Spring Hope initiatives, and way finding signage. Additional suggestions included flags and median landscaping. Mayor Penny also discussed the possibility of hotel improvement grants.

There was some discussion on the General Fund carryforward. Mr. Forte asked the Mayor and City Commissioners to consider projects not specific to the CRA area. Mr. Forte noted that the City previously completed several legacy projects and is now in a position to undertake additional projects with the current carryforward balance.

Mrs. Moore stated that approximately \$8.4 million is available in General Fund carryforward after maintaining the required 20% reserve.

The Mayor and City Commissioners discussed several potential projects at this time. Joe Forte recommended allocating funds to begin setting aside reserves for a future fire apparatus purchase, with continued annual contributions.

Commissioner Delanoy suggested constructing a sidewalk around the railroad on LPGA and implementing speed control devices. No final decisions were made regarding specific projects. However, Mr. Forte will conduct further research on the ideas discussed. *(A copy of this workshop in its entirety is available on CD upon request in the City Clerk's office or the city's YouTube channel.)*

## 3. CRA Funds

(Requested by Michele Moore, Finance Director)

*This item was discussed with the Carryover Funds item. (A copy of this workshop in its entirety is available on CD upon request in the City Clerk's office or the city's YouTube channel.)*

## 3. Adjournment

The workshop adjourned at approximately 6:00 PM.