

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

AGENDA • MAY 23, 2017

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
John Penny

District 1 - Commissioner
Arthur J. Byrnes

District 3 - Commissioner
John C. Danio

District 2 - Commissioner
Penny Currie

District 4 - Commissioner
Chris Via

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. CALL TO ORDER

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

2. PUBLIC COMMENTS**3. APPROVAL OF MINUTES**

- 1. Minutes - April 25, 2017 Regular City Commission Meeting and April 25, 2017 Workshop
(Requested by Valerie Manning, City Clerk)
- 2. Minutes - May 9, 2017 - WORKSHOP - Branding, US1 Overlay District Discussion
(Requested by Valerie Manning, City Clerk)

4. CONSENT AGENDA - ITEMS (1 - 5)

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. Classification and Compensation Study RFP Selection
(Requested by Kurt Swartzlander, Finance)
- 2. Resolution Resolution 2017-R-31 A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Agreement with Hinterland Group to Perform the Project "Lift Station 1 Rehabilitation" and Authorizing the City Manager to Execute the Agreement; Providing for Severability; and Providing for an Effective Date.
(Requested by Mark Juliano, Public Works)
- 3. TPO Funding Agreement - Annual Agreement for City of Holly Hill Funding Contribution to the River to Sea TPO
(Requested by Thomas Harowski, Board of Planning and Appeals)
- 4. Resolution Resolution 2017-R-32 A Resolution of the City of Holly Hill, Florida, Reappointing Loretta Arthur to Serve on the Volusia Growth Management Commission (VGMC) for a Four Year Term Until July 1, 2021; Providing for Severability; Providing for Conflicting Resolutions; and Providing an Effective Date.
(Requested by Valerie Manning, City Clerk)
- 5. Resolution Resolution 2017-R-33 A Resolution of the City of Holly Hill, Florida, Authorizing an Extension of the Cooperation Agreement Community Development Block Grant Program Between the City of Holly Hill and the County of Volusia; Providing for Severability; and Providing for an Effective Date.

(Requested by Valerie Manning, City Clerk)

5. REGULAR AGENDA

1. Ordinance Ordinance 2994 An Ordinance of the City of Holly Hill, Florida, Amending the Land Development Regulations by Deleting Section 110-10 (J) Certification of Design from Chapter 110 Signs; Providing for Conflicting Ordinances; Providing for Severability; and Providing for an Effective Date.

(Requested by Thomas Harowski, Board of Planning and Appeals)

6. 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.

1. 1598 Nova Road Special Exception - Request for Special Exception Approval to Permit Self-Service Gasoline Pumps in the CC-1 Zoning District

(Requested by Thomas Harowski, Board of Planning and Appeals)

2. 1408 Moravia Variance Request A Variance of 5.2 Feet from the Required Side Yard Setback of 7.5 Feet to Allow a One-Car Garage to be Constructed 2.3 Feet from the Side Property Line.

(Requested by Thomas Harowski, Board of Planning and Appeals)

7. COMMUNICATIONS

A. City Manager & Staff Comments

- a. Budget Amendment(S) - Staff Report Only City Manager Level Amendment(S)

(Requested by Kurt Swartzlander, Finance)

B. City Attorney Comments

C. Mayor's Comments

D. City Commission Comments

8. 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.



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

**City Commission
Agenda Item**

MEETING DATE: May 23, 2017
FROM: Valerie Manning
SUBJECT: Minutes - April 25, 2017 Regular City Commission Meeting and
April 25, 2017 Workshop
NUMBER: (ID # 1658)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the regular City Commission meeting and Workshop on April 25, 2017.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve both sets of minutes.

COMMISSION GOAL:

N/A

MOTION:

Approve as submitted by staff.

- Minutes - April 25, 2017 - Regular City Commission meeting (PDF)
- Minutes - Workshop - April 25, 2017 - Sea Plan Base Discussion (PDF)



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • APRIL 25, 2017

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
Arthur J. Byrnes	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John C. Danio	District 3 - Commissioner	Present	
Chris Via	District 4 - Commissioner	Present	
John Penny	Mayor	Present	

B. Invocation

Commissioner Currie led the invocation.

C. Pledge of Allegiance to the Flag

Commissioner Currie led the Pledge of Allegiance to the Flag.

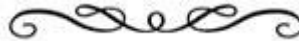
2. PRESENTATIONS

1.

Teacher Appreciation Week - May 7 - 13, 2017

(Requested by Valerie Manning, City Clerk)

Mayor Penny read proclamation into the record.



2.

2016 CAFR Presentation BMC, Inc., the City's Auditor, is Here to Present the Comprehensive Annual Financial Report for the Fiscal Year 2015-2016

(Requested by Kurt Swartzlander, Finance)

Alex Kish from BMC showed the Mayor and Commissioners a PowerPoint presentation of audited financial statements for year ended September 30, 2016.



3. PUBLIC COMMENTS

The following individual spoke to the Mayor and City Commissioners: Roger Healey, Charter Oaks Circle, Holly Hill shared his concerns about some road repairs that are needed on Walker and Flomich and thanked the city for recognizing Teacher Appreciation Week.

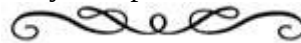
4. APPROVAL OF MINUTES

1.

Minutes - April 11, 2017 - Regular City Commission Meeting
(Requested by Valerie Manning, City Clerk)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Via, District 4 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 25th day of April, 2017, in Holly Hill



5. CONSENT AGENDA - ITEM (1)

1. Resolution

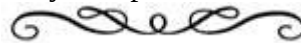
Resolution 2017-R-30 A Resolution Authorizing Execution of a Railroad Reimbursement Agreement for the Installation of Grade Crossing Traffic Control Devices and Future Maintenance and Adjustment of Said Devices; Providing for the Expenditure of Funds; and Providing When This Resolution Shall Take Effect.

(Requested by Valerie Manning, City Clerk)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Penny Currie, District 2 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

RESOLUTION

Enacted and approved this 25th day of April, 2017, in Holly Hill



6. REGULAR AGENDA - NONE

7. PUBLIC HEARINGS

1. Ordinance

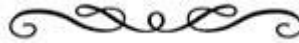
Ordinance 2993 An Ordinance of the City of Holly Hill, Volusia County, Florida, Relating to Solid Waste Franchise Agreements; Amending Section 54-10, G, (2) Insurance and Bond Requirements; Providing for Repeal of All Ordinances and Parts of Ordinances in Conflict Herewith; Providing for Severability; and Providing an Effective Date.

(Requested by Kurt Swartzlander, Finance)

RESULT:	ADOPTED AT 2ND READING [UNANIMOUS]
MOVER:	John C. Danio, District 3 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

ORDINANCE

Enacted and approved this 25th day of April, 2017, in Holly Hill



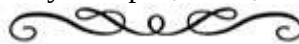
2.

1321 Daytona Avenue - Variance Request A Request for a Variance of 12 Feet from the Rear Yard Setback to Allow a Screen Room to be Located 8 Feet from the Rear Property Line. the Proposed Screen Room is Replacing an Existing 10 X 12 Deck and Trellis Cover at the Same Location.

(Requested by Thomas Harowski, Board of Planning and Appeals)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Chris Via, District 4 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 25th day of April, 2017, in Holly Hill



8. COMMUNICATIONS

a. City Manager and Staff Comments

A. City Manager and Staff Comments

Mr. Forte announced that there will be a mock City Commission meeting tomorrow morning by the students from HHK-8 School with the department heads and any Commissioner that would like to come by then lunch will be provided afterwards. The students will be arriving around 10:00 AM and sitting in during staff meeting; received **consensus** from the Mayor and Commissioners to begin having afternoon workshops with the first one being May 10th at 2:30 PM pertaining to the branding and US1 Overlay District. The time of the afternoon workshops will be at 2:30 PM until further notice.

- B. City Attorney Comments
None.

- C. Mayor's Comments
Mayor Penny reminded everyone that the Kids on The Hill event will be combined with National Night Out event in August; Field Day at the school will be held on the last week of school, suggested that some officers and/or staff can go participate; wished his wife Claudia a Happy Anniversary.

- D. City Commission Comments
Commissioner Currie thanked everyone that attended the Law & Order dinner hosted by the American Legion Post 120; attended the Leading with Emotional Intelligence and Parliamentary Procedures session; congratulated Mayor Penny and Claudia on their wedding anniversary.
Commissioner Byrnes attended the same session as Commission Currie, very good, lots of information; enjoyed tonight's workshop on the sea plane base discussion.
Commissioner Via enjoyed the workshop, still has some questions but overall good information and can be a good thing for Holly Hill.

9. ADJOURNMENT

The meeting adjourned at approximately 8:15 PM.

MINUTES
WORKSHOP
CITY OF HOLLY HILL, FLORIDA

April 25, 2017

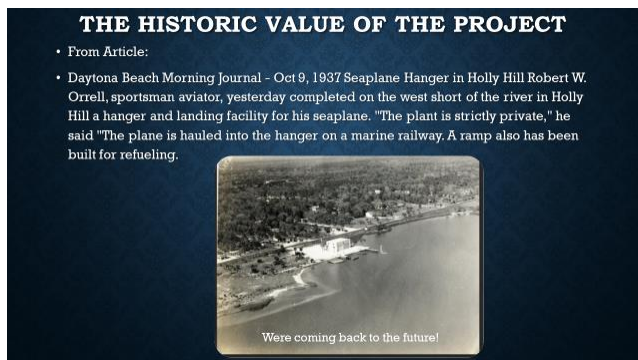
1. CALL TO ORDER

Roll Call

Mayor Penny called the workshop to order in the large conference room at City Hall, 1065 Ridgewood Avenue, at approximately 6:00 pm. Attending with Mayor Penny were Commissioners Arthur J. Byrnes, Penny Currie, John C. Danio and Chris Via.

2. HALIFAX RIVER SEA PLANE BASE DISCUSSION

Christopher Bailey showed a PowerPoint presentation to the Mayor and City Commissioners about the Halifax River Sea Plane Base KF-15 for Holly Hill. Below are the slides that Mr. Bailey shared and discussed.



MINUTES

WORKSHOP – Halifax River Sea Plane Base KF-15

April 25, 2017

HOLLY HILL DEMOGRAPHICS

- Males had a median income of **\$25,946** versus \$19,178 for females. The per capita income for the city was \$16,098. About 13.5% of families and 16.5% of the population were below the poverty line, including 23.4% of those under age 18 and 12.1% of those age 65 or over.
- 11,659 Populations 51.9% female 48.1% Male
- Almost identical demographics, so where is the 10K a year boost difference at Tavares?



TAVARES FLORIDA COMPARISON



- The income per capita is \$29,119, which includes all adults and children. The median household income is \$38,872. 13,151 Populations 52% men and 48% women
- Tavares Boasts a 11% income jump, over the past 10 years due to the Sea Plane Base amenity.
- Populations 3% grown just due to Seaplane enthusiasts migration, Since 2012
- This demographic was responsible for increase of almost a \$10,000 USD average income increase.



SEAPLANE A PALOOZA



MINUTES

WORKSHOP – Halifax River Sea Plane Base KF-15

April 25, 2017



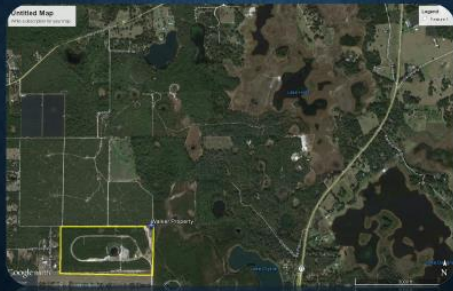
MINUTES

WORKSHOP – Halifax River Sea Plane Base KF-15

April 25, 2017

WHY HAVE A CERTIFIED SEA PLANE BASE

WHEN CENTRAL FLORIDA HAS SO MUCH NATURAL WATER.



Insurance

There are only 5 certified Sea Plane bases in the entire state of Florida.
Holly Hill is the only one on the East Coast.

WALKER SPORT AVIATION COMMUNITY

- > 3200 by 300 ft. GRASS AIRSTRIP
- > 64 COMMUNITY HANGAR HOMES
- > FIRST LSA SPECIFIC COMMUNITY
- > BEAUTIFUL COUNTRY SETTING
- > ONLY 3 MILES FROM DELAND FL
- > HUGE 2.5 ACRE LOTS
- > ALL GREEN FLY INN COMMUNITY
- > HOLLY HILL BEING A HUGE SPOKE
- > LSA MANUFACTURING COMMUNITY
- > FAA SAYS, BY 2020 50% A/C LSA
- > FASTEST GROWING LSA SECTOR
- > "AMPHIBIAN AIRCRAFT"
- > NO AMPHIBIAN LANDING AREA

100 DOLLAR HAMBURGER

**SPOKE AND HUB CONCEPT**

MINUTES

WORKSHOP – Halifax River Sea Plane Base KF-15

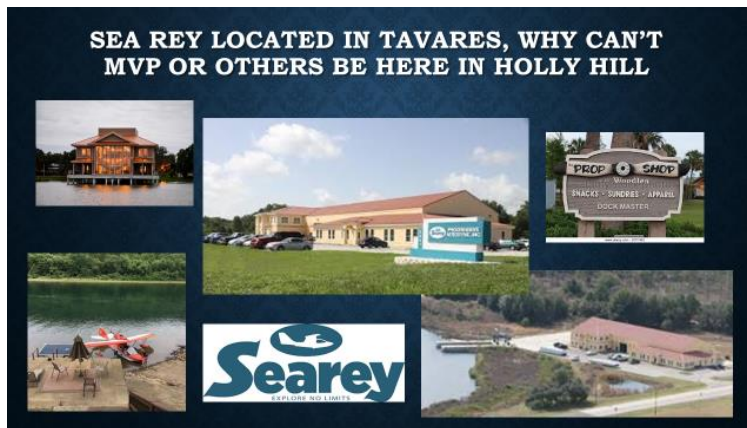
April 25, 2017



MINUTES

WORKSHOP – Halifax River Sea Plane Base KF-15

April 25, 2017



MINUTES

WORKSHOP – Halifax River Sea Plane Base KF-15

April 25, 2017



MINUTES

WORKSHOP – Halifax River Sea Plane Base KF-15

April 25, 2017

HOW MANY OTHER COMMUNITIES HAVE A SEA PLANE BASE IN THEIR BACK YARD.

- The only certified Sea Plane base on the Florida East coast
- It will cost the community Zero Dollars
- It will cost the City Zero Dollars
- It will help promote All businesses who wish to participate
- It will spur new business, along the riverside
- It will bring the most affluent and influential demographic to Holly Hill
- It will spur upscale development and new homes.
- Where is the down side?
- Ever hear of Oshkosh, Sun and Fun, Sebring Light Sport Expo
- SPLASH IN ON THE HALIFAX. IN 5 YEARS THIS WILL BE A NATIONWIDE MUST ATTEND EVERNT FOR SEA PLANE ENTHUSIASTS.



WHAT DO WE WANT?



HOW MUCH WILL IT COST?

HALIFAX RIVER SEA PLANE BASE COMMUNITY ADVISORY BOARD

THE FABULOUS 7

- Christopher Bailey Aviation Consultant
- Nick Conte Jr. Represents City of Holly Hill
- Lou Seno Represents Embry Riddle University
- 4 Represents Local Business Owners
- 5 Represent Local property Owners
- 6 Historical Society/City council
- 7 Citizen at Large, Repressing the common man of Holly Hill



Monthly meetings, reports to City Council, quarterly helps plan events.

After the slides were show, there was **consensus** from the Mayor and City Commission that staff would get together and draw up an agreement that will be brought back to the Commission for consideration and at no cost to the City, allow directional signs to be placed in the park about seaplane parking and the yellow arrows to be painted on the boat ramp for directional signs.

MINUTES
WORKSHOP – Halifax River Sea Plane Base KF-15
April 25, 2017

3. ADJOURNMENT

Mayor Penny officially adjourned the workshop at approximately 7:05 pm.

Valerie Manning
City Clerk, CMC



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

**City Commission
Agenda Item**

MEETING DATE: May 23, 2017
FROM: Valerie Manning
SUBJECT: Minutes - May 9, 2017 - WORKSHOP - Branding, US1 Overlay
District Discussion
NUMBER: (ID # 1669)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the May 9, 2017 workshop.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve workshop minutes.

COMMISSION GOAL:

N/A

MOTION:

Staff recommends approval.

- Minutes - May 9, 2017 - Workshop (PDF)



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • MAY 9, 2017

Large Conference Room

Work Session

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

Attendee Name	Title	Status	Arrived
Arthur J. Byrnes	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John C. Danio	District 3 - Commissioner	Present	
Chris Via	District 4 - Commissioner	Present	
John Penny	Mayor	Present	

2. BRANDING

Commissioner Via shared his ideas about branding to the Mayor and City Commission. Commissioner Via spoke on the image and perception of Holly Hill, a branding that can be used city-wide over and over again, a realistic brand, expand on the city seal - "The City of Holly Hill" font ideas (referring to the logo that's on the city's water tower (that seal), attracting the right kind of businesses within the main corridor (US1), likes the phrase "River City Hometown", a lot of great things taking place in Holly Hill - some areas need some tightening up, would volunteer to help with branding.

Commissioner Currie agreed with Commissioner Via, has heard a lot of the same comments about the image and perception of Holly Hill, shared her concerns about the look of the US1 corridor, would like to see that improve, the city's image needs to change, it would help what the city allows along US1 as it pertains to out door displays.

Commissioner Byrnes agreed with most of what has been discussed but shared his concerns and disagreed with the limiting of out door displays because that helps the businesses but agreed that the look of how they are displayed needs to be improved and can be cleaned up, liked the idea of branding and improving the image and perception of Holly Hill.

Mayor Penny mentioned that perception is reality, there are businesses within the city that have low rents and the perception is if they come to Holly Hill they don't have to pay a high rent or keep up thier property, he likes the idea of branding and the image that it could bring to Holly Hill, the city should embrace the river more, a lot of good things are coming forth with the median improvements along US1, gateway signs, shared his concerns about the perception that if you come to Holly Hill "anything goes" and he would like to see that change.

There was **consensus** from the Mayor and Commissioners for staff to research branding ideas and move forward with the improvements along US1.

3. US1 OVERLAY DISTRICT

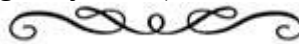
Attachment: Minutes - May 9, 2017 - Workshop (1669 : Minutes)

The Mayor and Commissioners and Mr. Forte discussed the US1 Overlay district. Mr. Forte shared the three Ordinances that pertain to the overlay district and briefly went through each one as it pertains to the prohibited and allowed uses along the US1 corridor. After looking over the ordinances, there was **consensus** from the Mayor and Commissioners to allow staff to bring some information back pertaining to possibly expanding the uses of the following in the district: tattoo parlors, carwash facilities, mini-warehouses, warehousing and distribution and possibly motor vehicle and marine/boat services and repair. They were open to help improve the businesses that are currently here and those that would like to come to the city. There was **consensus** to reduce outside sales along the US1 corridor.

1.

US1 Overlay District

(Requested by Valerie Manning, City Clerk)



4. OTHER ITEMS FOR DISCUSSION BY CITY COMMISSION

The Mayor and Commissioners briefly discussed the idea of a special election and agreed that at this time they will not hold one. Suggestions were made for the Commissioners to speak to residents and see if they feel a need to have one, specifically pertaining to term limits. At this time, no action is being made.

5. ADJOURNMENT

The workshop adjourned at approximately 8:10 PM.



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

**City Commission
Agenda Item**

MEETING DATE: May 23, 2017
FROM: Kurt Swartzlander
SUBJECT: Classification and Compensation Study RFP Selection
NUMBER: (ID # 1683)
APPLICANT:
PLANNER:

DISCUSSION:

The City Commission has previously approved city staff to execute an RFP for a Classification and Compensation Study. Staff issued the RFP and received 6 responses. The review committee reviewed all six proposals and unanimously ranked Evergreen Solutions LLC as the top pick to conduct the study. Please see attached ranking spreadsheet for complete ranking of all proposers.

FISCAL ANALYSIS:

This is a budgeted item in the current fiscal year. However, Evergreen's initial proposal came in at \$28,500 and the City only has \$20,000 budgeted for this purpose. This leaves three basic options for the City:

1. Do not award the bid based on it being over budget.
2. Amend the budget by an additional \$8,500.00 and award to Evergreen Solutions LLC
3. Select Evergreen Solutions LLC as the consultant of choice and have the City Manager negotiate with Evergreen Solutions LLC to "value-engineer" our scope of services and pricing to more closely match the budget.

STAFF RECOMMENDATION:

Staff is recommending the selection of Evergreen Solutions LLC as the consultant of choice and that the City Manager shall negotiate with Evergreen Solutions LLC to "value-engineer" our scope of services and pricing.

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: Motion to approve the selection of Evergreen Solutions LLC as the consultant of

choice and direct the City Manager to enter negotiations with Evergreen Solutions LLC to “value-engineer” our scope of services and pricing to more closely match the budget.

- Ranking Spreadsheet (XLSX)

Respondent	Qualifications and Experience	Ability to meet City's goals and objectives	Fee Schedule	References	Total	Ranking
Available Points	30	30	10	30	100	
Cody & Assoc	30	28	8	27	93	2
Evergreen	30	30	6	30	96	1
HRCC	29	28	10	25	92	3
Paypoint	29	26	4	20	79	4
Springstead Inc.	20	10	2	10	42	5
Ursula Scott	20	15	0	5	40	6

Respondent	Qualifications and Experience	Ability to meet City's goals and objectives	Fee Schedule	References	Total	Ranking
Available Points	30	30	10	30	100	
Cody & Assoc	30	20	10	30	90	2
Evergreen	30	30	10	30	100	1
HRCC	30	30	9	20	89	3
Paypoint	10	30	0	10	50	4
Springstead Inc.	10	0	0	10	20	5
Ursula Scott	10	0	0	10	20	6

Respondent	Qualifications and Experience	Ability to meet City's goals and objectives	Fee Schedule	References	Total	Ranking
Available Points	30	30	10	30	100	
Cody & Assoc	25	25	7	25	82	2
Evergreen	25	25	8	25	83	1
HRCC	25	25	6	20	76	3
Paypoint	25	25	5	20	75	4
Springstead Inc.	20	25	4	10	59	5
Ursula Scott	20	25	2	10	57	6

Respondent	Qualifications and Experience	Ability to meet City's goals and objectives	Fee Schedule	Reference s	Total	Ranking
	30	30	10	30	100	
Cody & Assoc	28.33	24.33	8.33	27.33	88.33	2
Evergreen	28.33	28.33	8.00	28.33	93.00	1
HRCC	28.00	27.67	8.33	21.67	85.67	3
Paypoint	21.33	27.00	3.00	16.67	68.00	4
Springstead Inc.	16.67	11.67	2.00	10.00	40.33	5
Ursula Scott	16.67	13.33	0.67	8.33	39.00	6



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

**City Commission
Resolution**

MEETING DATE: May 23, 2017
FROM: Mark Juliano
SUBJECT: Resolution 2017-R-31 A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Agreement with Hinterland Group to Perform the Project "Lift Station 1 Rehabilitation" and Authorizing the City Manager to Execute the Agreement; Providing for Severability; and Providing for an Effective Date.
NUMBER: (ID # 1666)
APPLICANT:
PLANNER:

DISCUSSION:

During an evaluation of the City's lift stations it was determined that Lift Station #1, located at 475 Carswell Avenue, is in need of refurbishment. This lift station is located within the eligible improvement area of the Community Development Block Grant (CDBG).

This lift station improvement project was proposed due to the age (52 years) the condition of the lift station, and its location in the entryway of the associated project. In 2007 a minor upgrade was done to piping in the station. However a complete upgrade including the, pumps, rails, piping, electrical, control equipment and a generator are to be installed. The wetwell is also being relocated to remove it from the entryway.. The proposed refurbishment is consistent with the need to upgrade facilities to reach full compliance with Department of Environmental Protection standards and protect health, safety and welfare of our citizens and meets the CDBG national objectives. There is \$78,497.00 available in the CDBG Fund for this project.

The City received two (2) bids for this project and the low bidder is Hinterland Group out of Ft Pierce, FL. The bid amount is \$510,000.00.

FISCAL ANALYSIS:

This project is funded in the Wastewater Renewal and Replacement Fund, 480-3020-535-6300, and CDBG Fund, account 140-3020-535-6300. Due to the bid price exceeding the budgeted estimate, the wastewater valve project will be deferred to a future fiscal year so that the budgeted funds can be applied to this project.

STAFF RECOMMENDATION:

Approve the award of the bid and authorize the City Manager to enter into a contract with Hinterland Group, for the project Lift Station #1 Rehabilitation.

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.

Goal #4: Provide proficient public health and safety services in terms of police and fire protection, water, storm water, waste water and solid waste management and disaster preparedness with a focus on intergovernmental collaboration, private sector partnerships, and utilization of technologies and proven innovations.

MOTION:

APPROVE RESOLUTION 2017-R-31, APPROVING THE AGREEMENT WITH HINTERLAND GROUP TO PERFORM THE PROJECT “LIFT STATION 1 REHABILITATION” IN THE AMOUNT NOT TO EXCEED \$510,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT.

ATTACHMENTS:

- Bid - Hinterland Group (PDF)
- Recommendation for Award (PDF)

Resolution No. (ID # 1666)**RESOLUTION 2017-R-31 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE AGREEMENT WITH HINTERLAND GROUP TO PERFORM THE PROJECT "LIFT STATION 1 REHABILITATION" AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.****RESOLUTION 2017-R-31**

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE AGREEMENT WITH HINTERLAND GROUP TO PERFORM THE PROJECT "LIFT STATION 1 REHABILITATION" AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill Commission approved the submittal of the 2016-2017 CDBG Annual Plan on May 10, 2016 identifying the project "Lift Station 1 Rehabilitation" as the City's CDBG project for FY 2016-2017; and

WHEREAS, the City of Holly Hill applied for and received authorization to proceed from Volusia County to expend CDBG funds to rehabilitate Lift Station 1; and

WHEREAS, the City has received sealed bids for the referenced project and Hinterland Group Is the low bidder.

WHEREAS, the City of Holly Hill received two (2) bids for this project and the low bidder is Hinterland Group out of Fort Pierce, FL. The bid amount is \$510,000.00.

WHEREAS, City staff recommends approval of the award of the bid for the project Lift Station #1 Rehabilitation for a total amount not to exceed \$510,000.

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

SECTION 1. That the City Commission of the City of Holly Hill does hereby approve the agreement with Hinterland Group to perform the project Lift Station #1 Rehabilitation.

SECTION 2. That the City Manager of the City of Holly Hill is hereby authorized to execute the agreement with Hinterland Group to perform the project Lift Station #1 Rehabilitation.

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

adoption by the City Commission.

APPROVED AND AUTHENTICATED on this 23rd day of MAY, 2017.

**SECTION 00 30 00
PROPOSAL**

FOR

**CITY OF HOLLY HILL
LIFT STATION #1 REHABILITATION
BID NO. 17WW01
(To be completed in Duplicate)**

Bidder's Name: Hinterland Group, Inc.

Submitted: April 19, 2017

City of Holly Hill
City Clerk
1065 Ridgewood Avenue
Holly Hill, FL 32117

Gentlemen:

The undersigned, as Bidder, hereby declares that the only person or persons interested in the Proposal, as principal or principals, is or are named herein and that no other persons than herein mentioned has any interest in the Proposal or the Contract to which the work pertains; that this Proposal is made without connection or arrangement with any other person, company, or parties making a bid or proposal and that the Proposal is in all respects fair and made in good faith without collusion or fraud.

The Bidder further declares that he has examined the site of the work and that from personal knowledge and experience, or that he/she has made sufficient test holes and/or other subsurface investigations to fully satisfy self that such site is a correct and suitable one for this work and he/she assumes full responsibility therefore; that he/she is familiar with all legal requirements (Federal, State and local laws, ordinances, rules and regulations) pertaining to the Work; that he/she has examined the Drawings and Specifications for the work and from his/her own experience or from professional advice that the Drawings and Specifications are sufficient for the work to be done and he/she has examined the other Contract Documents and all addenda relating thereto, and that he/she has satisfied himself/herself fully, relative to all matters and conditions with respect to the work to which this Proposal pertains.

The Bidder proposes and agrees, if this Proposal is accepted, to contract with the City of Holly Hill, (Owner) in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, transportation, and labor and to perform all work necessary to complete the Work specified in the Proposal and other Contract Documents.

The Bidder further proposes and agrees to comply in all respects with the time limits for commencement and completion of the Work as stated in the Contract Form.

The Bidder further agrees that the deductions for liquidated damages, as stated in the Contract Form, constitute fixed and agreed liquidated damages to reimburse the Owner for additional costs to the Owner resulting from the Work not being completed within the time limit stated in the Contract Form.

The Bidder further agrees to execute a Contract and furnish satisfactory Performance and Payment Bonds, each in the amount of one-hundred percent of the Contract price, and the required Certificates of Insurance, within ten consecutive calendar days after written notice being given by the Owner of the award of the Contract, and the undersigned agrees that in case of failure on his/her part to execute the said Contract, Performance and Payment Bonds and Insurance Certificates within ten (10) consecutive calendar days after the award of the Contract, the bid guarantee accompanying his/her bid and the money payable thereon shall be paid to the Owner as liquidation of damages sustained by the Owner; otherwise, the bid guarantee shall be returned to the undersigned within fifteen days after the Contract is signed and the Performance and Payment Bonds and Insurance Certificates are filed.

The undersigned agrees to accept as full compensation for completion of the project in full compliance with the Contract Documents, the unit prices for the items named in Section 00 31 00, Schedule of Unit Prices, submitted herein with this Proposal.

The undersigned offers to furnish all materials, equipment and labor for construction of "**LIFT STATION #1 REHABILITATION**", for the City of Holly Hill, Florida, complete in every respect in strict accordance with the drawings, specifications and any future changes therein. The Contractor shall perform these obligations for the prices listed in the "Schedule of Unit Prices: Section 00 31 00" attached and made a part of this Bid. **The bid total is:**

Five Hundred Ten Thousand Dollars & Zero Cents
(In Words)

Dollars \$ 510,000.00 (In Figures)

COMPLETION TIME OF CONTRACT

The Contractor agrees that the work shall be started not later than the date indicated in the Notice to Proceed and that the total work shall be substantially completed within **150 days** and final completion within **30 days** of substantial completion.

The Contractor further agrees that for each calendar day, with the exception of Sundays and legal holidays that any work shall remain uncompleted after the stations completion times stipulated above the sum of **\$1,000 (One Thousand Dollars)** per day shall be deducted from monies due the contractor, not as a penalty, but as liquidated damages. If the Contractor is declared in default in accordance with the provisions of the Specifications, liquidated damages shall be charged as provided herein, and such amounts shall be deducted from the final amount payable to the Contractor or his/her Surety. Should the total amount chargeable as liquidated damages exceed

00 30 00 - 2

the amount due or payable to the Contractor or his/her Surety, then such excess shall be paid to the Owner by the Contractor or his/her Surety.

SUPPLEMENTAL REQUIREMENTS

The following documents are attached to and made a condition of this bid:

Local Bidder Preference Affidavit 00 11 00
 Schedule of Unit Prices: Section 00 31 00
 Statement of Bidder's Qualifications: 00 32 00
 Listing of Subcontractors: Section 00 33 00
 Listing of Previous Experience: Section 00 33 10
 Bid Bond: Section 00 41 00
 Public Entity Crimes Statement: Section 00 47 00
 Anti-Collusion Statement: Section 00 48 00
 Drug Free/Tie Preference Statement: Section 00 48 50
 Trench Safety Affidavit: Section 00 49 00
 Certificate as to Corporate Principal: Section 00 62 00
 City of Holly Hill Insurance Requirements: Section 00 80 00A
 W9 Request for Taxpayer Identification Number and Certification

REQUIRED DISCLOSURE

At its sole discretion, the City of Holly Hill, Florida may reject any bidder the City finds to lack, or whose present or former executive employees, officers, directors, stockholders, partners or owners are found by the City to lack honesty, integrity, or moral responsibility. The discretion of the City may be exercised based on the City's own investigation, public records, or any other reliable sources of information. By submitting a bid, bidder recognizes and accepts that the City may reject the bid based upon the exercise of its sole discretion and bidder waives any claim it might have for damages or other relief resulting from the rejection of its bid based on these grounds.

SCHEDULE OF MAJOR MANUFACTURERS AND SUPPLIERS

The equipment manufacturers/suppliers on this project shall be as delineated in the following schedule. Bidders should note that the Owner and Engineer have made rigorous investigations of equipment performance and features, and as a result, Bidders are to note that the contract price for this project shall be based on Base Bid equipment. The Base Bid equipment for this project falls under one of two categories. The first category is equipment that the Owner and Engineer have determined will be supplied by a sole source of supply, for which no substitutions or alternates will be entertained or allowed. Bidder is advised that offering of any alternatives to the sole source supplied equipment will be grounds for rejection of his bid as not responsive. The second category of equipment includes those items where the Owner and Engineer deem there to be more than one acceptable supplier of the particular item listed. The equipment which falls under these two categories is shown on the subsequent pages of this Schedule of Major Manufacturers and Suppliers. Bidder is advised that the award of this Contract will be based solely on the use of Base Bid equipment.

00 30 00 - 3

The following comments relate only to the second category of equipment, where the Contract Documents are based upon the equipment or products available from the suppliers denoted as A, B, C, etc. below. These equipment manufacturers, along with the sole source suppliers constitute the Base Bid.

Provision is made in the Contract Documents for alternate manufacturers and suppliers whose equipment or product may be deemed equivalent in quality (see General Conditions). However, the Bidder must indicate in his Bid which Base Bid supplier he intends to use for each item of equipment listed by circling one of the listed manufacturers/suppliers. If the Bidder fails to indicate which listed manufacturer/supplier he intends to use if an alternate is rejected, he must use the supplier listed as "A". Also, if the Bidder circles more than one listed supplier, he must use the first supplier circled (unless an alternate is approved).

If the Bidder desires to propose one or more alternate manufacturers/suppliers, he may write in the name of such alternates in the spaces provided on the Alternate Manufacturers/Suppliers page following the schedule. He must, nevertheless, also circle one of the listed manufacturers/suppliers because Bidders' Bid price must be based upon this Base Bid list. Wherever an alternate supplier is proposed, the Bidder must insert the amount to be deducted from the Contract Price (either lump sum or unit price) if the alternate supplier is eventually approved. If the proposed alternate supplier is determined "not equivalent" by the Engineer, the Bidder must use the circled supplier.

For any alternate supplier accepted by the Owner, the Contract Price will be reduced by the deductive amount stated in the Bid. However, the Contract Price will not be adjusted for any alternate supplier rejected.

Each proposed alternate will be evaluated in accordance with the General Conditions.

The deductive amount specified for alternate manufacturers/suppliers will not be used in determining the successful Bidder. Alternates will be considered only after award of the contract.

The Contractor shall reimburse the Owner for any costs directly attributable to the change in suppliers, such as additional field trips for the Engineer, additional redesign costs, additional review and inspection costs, etc.

The Owner may request and the Bidder shall supply complete information on proposed alternates prior to the Notice of Award.

SCHEDULE OF MAJOR MANUFACTURERS
AND SUPPLIERS

Category I - Sole Source Equipment Items:

Item No.	Spec. No.	Equipment/Material	Manufacturer or Supplier
1	333220	Collection System Submersible Pumps	A) ABS

Category II - Major Equipment Items:

NONE

ALTERNATE MANUFACTURERS/SUPPLIERS

EQUIPMENT ITEM MATERIAL	SPEC. SECTION	ALTERNATIVE MANUFACTURER / SUPPLIER (LIST ONE ONLY)	DEDUCTIBLE AMOUNT (indicate whether lump sum or unit price) ALTERNATE
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____


 Name (signature) 4/20/2017
 Date
 Daniel Duke III
 Name (typed and printed)
 President
 Title



ACKNOWLEDGMENT OF ADDENDA

Addenda will be issued via email and it is the Bidder's responsibility to confirm that all addenda have been received prior to submitting a bid for the project. Acknowledgment is hereby made of the following Addenda received since issuance of Drawings and Specifications:

Addendum No. 1 Dated: 3/31/2017
 Addendum No. Dated:
 Addendum No. Dated:

Addendum No. Dated:
 Addendum No. Dated:
 Addendum No. Dated:

Attached hereto is a cashier's check on the N/A Bank of
 Bid Bond or Bid Bond for the sum of
5% of Bid Amount Dollars (5% of Bid Amount),
 made payable to City of Holly Hill (Owner).

Daniel Duke III / Hinterland Group, Inc.

(Name of Bidder) (Affix Seal)

(Signature of Officer)

President

(Title of Officer)

Hinterland Group, Inc.

Name of Bidder

992 W. 15th Street

Address

Riviera Beach, Florida 33404

City/State/Zip

561-640-3503

Telephone

CGC1520354

Contractor's Florida License Number

The full names and residences of persons and firms interested in the foregoing bid, as principals, are as follows:

Daniel Duke III, President, 992 W. 15th Street, Riviera Beach, Florida 33404

END OF SECTION

00 30 00 - 7

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW001)

SECTION 00 31 00
SCHEDULE OF UNIT PRICES

CITY OF HOLLY HILL
LIFT STATION #1 REHABILITATION
BID# 17WW01

ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
1	Preconstruction Video	1	LS	1,000.00	1,000.00
2	Demolition	1	LS	50,000.00	50,000.00
3	Bypass Pumping	1	LS	54,000.00	54,000.00
4	Complete Lift Station	1	LS	255,000.00	255,000.00
5	Electrical (Includes Generator)	1	LS	100,000.00	100,000.00
6	C900 PVC Force Main				
	a) 10" (40' Shown)	50	LF	80.00	4,000.00
7	Tie-Ins				
	a) Tie-In to Existing Force Main	1	LS	3,500.00	3,500.00
8	DIP Fittings Add or Delete	1000	LBS	4.00	4,000.00
9	Cap and Abandon Existing Old Force Main	1	LS	1,500.00	1,500.00
10	Permits and Allowances	1	LS	\$10,000.00	10,000.00
11	As-Built Plans	1	LS	3,500.00	3,500.00
12	MOT	1	LS	3,500.00	3,500.00
13	Restoration	1	LS	20,000.00	20,000.00
				BID TOTAL	510,000.00

Submitted by: 
 Contractor: Hinterland Group, Inc.
 Address: 992 W. 15th Street, Riviera Beach, Florida 33404
 Telephone: 561-640-3503 Fax: 561-640-3504
 State of Florida Certified General Contractor or Underground Contractor (Required Information)
 Licensee: Certified General Contractor License No: CGC1520354
Certified Underground Contractor CUC1224634

SECTION 00 32 00

STATEMENT OF BIDDER'S QUALIFICATIONS

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. If necessary, questions may be answered on separate attached sheets. The bidder may submit any additional information he desires.

- A. Name of bidder. Hinterland Group, Inc.
- B. Permanent main office address. 992 W. 15th Street, Riviera Beach, Florida 33404
- C. When organized. June 26, 2006
- D. If a corporation, where incorporated. Florida
- E. How many years have you been engaged in the contracting business under your present firm or trade name? 10.5 Years
- F. Contracts on hand: (Schedule these, showing amount of each contract and the appropriate anticipated dates of completion.) See Attached
- G. General character of work performed by your company. Water and Wastewater Rehabilitation
- H.⁽¹⁾ Have you ever failed to complete any work awarded to you? If so, where and why? No
- H.⁽²⁾ Provide list of any lawsuits or judgments filed by or against your company in the last three years, indicating the nature and outcome. N/A
- I. Have you ever defaulted on a contract? If so, where and why? No
- J. List the more important projects recently completed by your company, stating the approximate cost for each and the month and year completed. See Attached
- K. List your major equipment See Attached.
- L. Experience in construction work similar in type to this project. See Attached
- M. Background and experience of the principal members of your organization, including the officers. See Attached
- N. Credit available: \$ 300,000.00 plus
- O. Give bank reference: Palm Beach Community Bank, Margaret Parkinson, 561-681-7200
- P. Will you, upon request, fill out a detailed financial statement and furnish any other information that may be required by the Owner? Yes

Q. The undersigned hereby authorizes and requests any person, firm, or corporation to furnish any information requested by the Owner in verification of the recitals comprising this Statement of Bidder's Qualifications.

Dated at Riviera Beach this 19 day of April, 2017.

Hinterland Group, Inc. / Daniel Duke III
 Name of Bidder
 By: [Signature] President
 Title

State of Florida

County of Palm Beach

Daniel Duke III being duly sworn deposes and says that
 he is the President of Hinterland Group, Inc. and that
 the answers to the City of Holly Hill foregoing questions
Name of Organization

and all statements therein contained are true and correct.

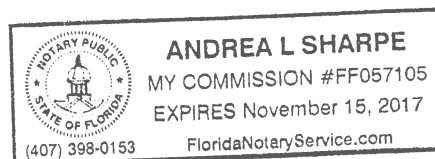
Subscribed and sworn to before me this 18 day of April, 2017.

Andrea L. Sharpe

Notary Public

Andrea L. Sharpe

Notary Public (Print or Type)



My commission expires: 11/15/2017

**SECTION 00 33 00
LISTING OF SUBCONTRACTORS**

The Bidder proposes that the following subcontractors are qualified to perform the referenced work and have successfully done so on recent projects similar in nature and size. Upon approval of subcontractors listed the successful bidder shall not substitute subcontractors without approval from the Engineer. Bidder shall attach additional sheets as necessary.

SUBCONTRACTOR	COMPANY NAME	REFERENCES
N/A		1) 2) 3)
		1) 2) 3)
		1) 2) 3)
		1) 2) 3)

END OF SECTION

00 33 00 - 1

SECTION 00 33 10 **LISTING OF PREVIOUS EXPERIENCE**

The bidder proposes that he/she is qualified to perform the referenced work and has successfully done so on recent projects similar in nature and size. A minimum of three (3) projects must be listed below. The Owner reserves the right to check references and confirm information provided herein.

NO.	PROJECT	OWNER	DESCRIPTION/COST	REFERENCE	DATE WORK STARTED & FINISHED MM/YR TO MM/YR
1	See Attached				
2					
3					

END OF SECTION

**SECTION 00 41 00
BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we, Hinterland Group, Inc. as Principal and
Berkley Insurance Company of the City of Morristown, NJ State of Delaware, a corporation
existing under the laws of the State of Florida, as Surety, are held and firmly bound unto the
City of Holly Hill hereinafter called the Owner, in the sum of
five percent of amount bid Dollars (\$ 5% of amount bid)
lawful money of the United States of America, for the payment of which sum well and truly to be
made, we bind ourselves our heirs, executors, administrators and successors, jointly and severally,
firmly by these presents.

The condition of this obligation is such that whereas the Principal has submitted the accompanying
Proposal or Bid, for the construction of:

LIFT STATION #1 REHABILITATION

NOW, THEREFORE, if the Principal shall not withdraw said Bid within ninety (90) days after the
opening of the same and in the event of the acceptance of his proposal by the Owner, shall, within
the period specified therefore, enter into a written contract with the Owner in accordance with the
Bid as accepted, and give bond with good and sufficient surety or sureties, as may be required, for
the faithful performance and proper fulfillment of such contract, or in the event of the withdrawal
of said Bid within the period specified, of the failure to enter into such contract and give bonds
within the time specified, if the Principal shall pay the Owner the difference between the amount
specified in said Bid and the amount for which the Owner may procure the required work, if the
latter amount be in excess of the former, then the above obligation shall be void and of no effect,
otherwise to remain in full force and virtue.

IN WITNESS WHEREOF, the above bounden parties have executed this instrument under their several seals this 18 day of April, 2017, the name and corporate seal of each corporate body being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

IN PRESENCE OF:

Witness

(Seal)

(Seal)

(Seal)

Individual or Partner

Address

Hinterland Group, Inc.

Corporate Principal

ATTEST:

Amber Sharpe

[Signature]
President AFFIX
CORPORATE SEAL

992 W 15 Street

Riviera Beach, FL 33404

Address

By _____

AFFIX
CORPORATE SEAL

Berkley Insurance Company

Corporate Surety

ATTEST:

[Signature]

[Signature]
Title Daniel F. Wagner, attorney in fact

END OF SECTION

00 41 00 - 2

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: **Daniel F. Wagner of Wagner Bonding & Insurance, Inc. of Lakeland, FL** its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **Fifty Million and 00/100 U.S. Dollars (U.S.\$50,000,000.00)**, to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety Group, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 30th day of September, 2015.

Attest:

Berkley Insurance Company

(Seal)

By

Ira S. Lederman
Senior Vice President & Secretary

By

Jeffrey M. Hafter
Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT)

) ss:

COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 30th day of September, 2015, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Senior Vice President and Secretary, and the Senior Vice President, respectively, of Berkley Insurance Company.

MARIA C. RUNDBAKEN
NOTARY PUBLIC
MY COMMISSION EXPIRES
APRIL 30, 2019

Maria C. Rundbaker
Notary Public, State of Connecticut

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 18 day of April, 2017.

(Seal)

Andrew M. Tuma

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

the certification seal at the bottom is embossed. The background imprint, warning and verification instructions (on reverse) must be in blue ink.

SECTION 00 47 00

SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES:

This sworn statement is submitted with Bid, Proposal or Contract No. 17WW01 for Lift Station No. 1 Rehabilitation.

This sworn statement is submitted by Hinterland Group, Inc. whose business address is 992 W. 15th Street, Riviera Beach, Florida 33404 and (if applicable) its Federal Employer Identification Number (FEIN) is 205156844. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: N/A.)

My name is Daniel Duke III any my relationship to the entity named above is President.

I understand that a "public entity crime" as defined in Paragraph 287.133(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

I understand that "convicted" or "conviction" as defined in Paragraph 287.133(i)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

I understand that an "affiliate" as defined in Paragraph 287.133(l)(a), Florida Statutes, means:

1. A predecessor or successor of a person convicted of a public entity crime: or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie that one person controls another person. A person who knowingly enters into a joint venture with a

person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

I understand that a "person" as defined in Paragraph 287.133(i)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

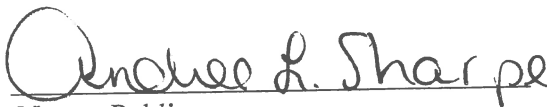
- ☒ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- ☐ The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)
- ☐ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)
- ☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order).

(Signature)  Date: 4/19/2017

State of Florida County of Palm Beach

PERSONALLY APPEARED BEFORE ME, the undersigned authority, Daniel Duke III
who, after first being sworn by me, affixed his/her signature in the space provided above on
this 19 day of April, 2017.




Notary Public

My Commission Expires: 11/15/2017

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

SECTION 00 48 00 ANTI-COLLUSION STATEMENT

By signing this form, the bidder agrees that this is made without any other understanding, agreement, or connection with any person, corporation, or firm submitting a proposal for the same purpose and that the proposal is in all respects fair and without collusion or fraud.

SIGN in ink in the space provided below. Unsigned bids will be considered incomplete, and will be disqualified, and rejected.

IT IS AGREED BY THE UNDERSIGNED BIDDER THAT THE SIGNING AND DELIVERY OF THE BID REPRESENTS THE BIDDER'S ACCEPTANCE OF THE TERMS AND CONDITIONS OF THE FORGOING SPECIFICATIONS, CONTRACT AND PROVISIONS, AND IF AWARDED, THIS CONTRACT WILL REPRESENT THE AGREEMENT BETWEEN EACH OF THE GOVERNMENTAL PARTIES.

NAME OF FIRM: Hinterland Group, Inc.

SIGNED BY: 
(MUST BE SIGNED BY A COMPANY OFFICER OR AUTHORIZED AGENT)

TITLE: President

ADDRESS: 992 W. 15th Street

CITY AND STATE: Riviera Beach, Florida 33404

TELEPHONE: 561-640-3503

COMPLETION TIME: 180 Days

NO proposals will be withdrawn for a period of ninety (90) days subsequent to the opening of the proposals, without the consent of the City of Holly Hill.

NO BID (REASON) N/A

END OF SECTION

00 48 00-1

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

SECTION 00 48 50 DRUG FREE/TIE PREFERENCE STATEMENT

In the event of a tie bid a preference is given to vendors submitting a certification with their bid/proposal certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991. The special conditions are as follow:

IDENTICAL TIE BIDS - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction or, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfaction participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.



VENDOR'S SIGNATURE

END OF SECTION

00 48 50 - 1

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

SECTION 00 49 00 TRENCH SAFETY AFFIDAVIT

Trench excavations on this Project are expected to be in excess of 5 feet deep. The Occupational Safety and Health Administration excavation safety standards, 29 CFR 1926.650 Subpart P trench safety standards will be in effect during the period of construction of the Project.

Bidder acknowledges that included in the Bid Price are costs for complying with the Florida Trench Safety Act (90-096, Laws of FL) effective October 1, 1990, and hereby gives assurance that, if awarded the Contract, the Contractor or Subcontractor performing trench excavation work on the Project will comply with the applicable trench safety standards. The Bidder further identifies the costs as follows:

<u>Trench Safety Item (Description)</u>	<u>Cost</u>
Benching	100.00

One Hundred Dollars and Zero Cents

(Cost in Words)

TOTAL \$ 100.00

FAILURE TO COMPLETE THE ABOVE SHALL RESULT IN THE BID BEING DECLARED NON-RESPONSIVE

COMPANY NAME: Hinterland Group, Inc.

DATE: 4/19/2017

BY: 

Daniel Duke III

(Additional sheets shall be attached, as needed and, items shall be organized to correspond with the bid format)

00 49 00-1

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Hinterland Group, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
☒ S Corporation
☐ Partnership
☐ Trust/estate
☐ Other (see instructions) ▶
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
992 W. 15th Street

6 City, state, and ZIP code
iviera Beach, Florida 33404

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number

			-			-				
--	--	--	---	--	--	---	--	--	--	--

or

Employer identification number

20	-	5	1	5	6	8	4	4
----	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here

Signature of U.S. person ▶

Date ▶ **4/19/2017**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Florida Department of State

DIVISION OF CORPORATIONS



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Florida Profit Corporation
HINTERLAND GROUP INC.

Filing Information

Document Number P06000086423
FEI/EIN Number 20-5156844
Date Filed 06/26/2006
State FL
Status ACTIVE

Principal Address

992 W. 15TH STREET
RIVIERA BEACH, FL 33404

Changed: 11/20/2015

Mailing Address

992 W. 15TH STREET
RIVIERA BEACH, FL 33404

Changed: 11/20/2015

Registered Agent Name & Address

DUKE, DANIEL A, III
992 W. 15TH STREET
RIVIERA BEACH, FL 33404

Name Changed: 04/09/2013

Address Changed: 11/20/2015

Officer/Director Detail

Name & Address

Title PSTD

DUKE, DANIEL A, III
992 W. 15TH STREET
RIVIERA BEACH, FL 33404

Annual Reports

Report Year	Filed Date
2015	01/23/2015

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

2016 01/28/2016
2017 04/12/2017

Document Images

04/12/2017 -- ANNUAL REPORT	View image in PDF format
01/28/2016 -- ANNUAL REPORT	View image in PDF format
11/20/2015 -- Reg. Agent Change	View image in PDF format
01/23/2015 -- ANNUAL REPORT	View image in PDF format
01/10/2014 -- ANNUAL REPORT	View image in PDF format
04/11/2013 -- ANNUAL REPORT	View image in PDF format
04/09/2013 -- Reg. Agent Change	View image in PDF format
04/19/2012 -- ANNUAL REPORT	View image in PDF format
02/17/2011 -- ANNUAL REPORT	View image in PDF format
02/15/2010 -- ANNUAL REPORT	View image in PDF format
04/16/2009 -- ANNUAL REPORT	View image in PDF format
01/20/2008 -- ANNUAL REPORT	View image in PDF format
01/09/2007 -- ANNUAL REPORT	View image in PDF format
06/26/2006 -- Domestic Profit	View image in PDF format

Florida Department of State, Division of Corporations

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
 www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****

992 W 15TH ST
 RIVIERA BEACH, FL 33404

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
23-0051 GENERAL CONTRACTOR	DUKE DANIEL AMOS III	CGC1520354	U16.596689 - 07/15/16	\$99.00	B40181267

This document is valid only when receipted by the Tax Collector's Office.

STATE OF FLORIDA
PALM BEACH COUNTY
2016/2017 LOCAL BUSINESS TAX RECEIPT

LBTR Number: 2015082364
EXPIRES: SEPTEMBER 30, 2017

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

B1 - 346

HINTERLAND GROUP INC
 HINTERLAND GROUP INC
 992 W 15TH ST
 RIVIERA BEACH, FL 33404



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
 www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****

992 W 15TH ST
 RIVIERA BEACH, FL 33404

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
23-0097 UNDERGROUND UTILITY & EXCAVATION	DUKE DANIEL AMOS III	CUC1224634	U16.596689 - 07/15/16	\$27.50	B40153109

This document is valid only when receipted by the Tax Collector's Office.

STATE OF FLORIDA
PALM BEACH COUNTY
2016/2017 LOCAL BUSINESS TAX RECEIPT

LBTR Number: 201139576
EXPIRES: SEPTEMBER 30, 2017

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

B2 - 345

HINTERLAND GROUP INC
 HINTERLAND GROUP INC
 992 W 15TH ST
 RIVIERA BEACH, FL 33404



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
 www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****

992 W 15TH ST
 RIVIERA BEACH, FL 33404

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
23-0169 ELECTRICAL CONTRACTOR	BREIG CHARLES J	EC13003615	U16.596689 - 07/15/16	\$99.00	B40181268

This document is valid only when receipted by the Tax Collector's Office.

STATE OF FLORIDA
PALM BEACH COUNTY
2016/2017 LOCAL BUSINESS TAX RECEIPT

LBTR Number: 2015082363
EXPIRES: SEPTEMBER 30, 2017

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.

B3 - 345

HINTERLAND GROUP INC
 HINTERLAND GROUP INC
 992 W 15TH ST
 RIVIERA BEACH, FL 33404





**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

**CONSTRUCTION INDUSTRY LICENSING BOARD
2601 BLAIR STONE ROAD
TALLAHASSEE FL 32399-0783**

(850) 487-1395

**DUKE, DANIEL AMOS III
HINTERLAND GROUP INC
992 W 15TH STREET
RIVIERA BEACH FL 33404**

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation. Our professionals and businesses range from architects to yacht brokers, from boxers to barbeque restaurants, and they keep Florida's economy strong.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com. There you can find more information about our divisions and the regulations that impact you, subscribe to department newsletters and learn more about the Department's initiatives.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers. Thank you for doing business in Florida, and congratulations on your new license!



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND
PROFESSIONAL REGULATION**

CGC1520354 ISSUED 07/25/2016

**CERTIFIED GENERAL CONTRACTOR
DUKE, DANIEL AMOS III
HINTERLAND GROUP INC**

IS CERTIFIED under the provisions of Ch. 489 FS.
Expiration date : AUG 31, 2018 L1607250001029

DETACH HERE

RICK SCOTT, GOVERNOR

KEN LAWSON, SECRETARY

**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
CONSTRUCTION INDUSTRY LICENSING BOARD**

LICENSE NUMBER

CGC1520354

The GENERAL CONTRACTOR
Named below IS CERTIFIED
Under the provisions of Chapter 489 FS.
Expiration date: AUG 31, 2018

**DUKE, DANIEL AMOS III
HINTERLAND GROUP INC
992 W 15TH STREET
RIVIERA BEACH FL 33404**



VEHICLES, TRAILERS, EQUIPMENT and TOOLS as of 4/15/16					
COATING CREW (John Culpepper)					
ID #	DESCRIPTION	TAG #	VIN OR SERIAL #	NOTES	
T1	2013 CHEVY SILVERADO 3500 (WHITE)	BRL R88	1GB4CZC80DF129765	John Culpepper	
T24	2001 INT'L 4700 (BLUE)	EKD Z75	1HTSCAAM61H385495	Kyle Darby	
PW1	2014 HMDE TRAILER (5K Blue POWER WASHER)	167 4QB	NOVIN0201067180	Coating crew	
CT1	2008 THOMAS TRAILER	9825CM	1T9PH13218P634344		
CT2	2014 SPACE COAST TRAILER MOTORCYCLE	NO TAG	4S9MTR387EC106326	Coating crew	
VAC TRUCKS					
VT1	2002 STERLING 7500 8" VAC TRUCK (WHITE)	280 YGT	2FZHATAK52AJ53212	Ramon Jimenez Perez	
VT2	2004 INT'L 7400 DT466 6" VAC TRUCK	N41 26V	1HTWCAAR84J024134	Jacinto Pulido	
VT3	2004 INT'L 7400 2100 VAC TRUCK (WHITE)	N62 12U	1HTWGADT54J092869		
VT4	2016 KW VACTOR TRUCK	N93 27V	3BKBLJ0X6GF492263		
VT5	2006 INT'L 7400SFA VAC TRUCK	N48 47S	1HTWHAAT86J373939		
ALFREDO'S CREW					
T3	2009 GMC 5500 TRUCK W/CRANE	N62 11U	1GDE5C3909F409205	Eliseo Rios	
T14	2004 CHEVY SILVERADO 2500	102 QND	1GCHK23194F156733	Ed Wright	
MIKE'S CREW					
T2	1999 FORD F550 CRANE TRUCK (WHITE)	754 IIV	1FDAF57FXXEC39722	Felipe Deleon Castorena	
V1	2003 GMC 3500 VAN (WHITE)	K70 2PV	1GTHG35U531147764	Mike Hodgdon	
T13	2004 FORD F250 TRUCK (WHITE)	957 PJU	1FTNW21P34EC10841	Mike Hodgdon	
LINING CREW					
T4	2003 FORD F550 Blue striped CRANE TRUCK	956 YGU	1FDAF56F13EA30042	Dario Montanez	
T5	2007 GMC 3500 CAMERA TRUCK	542 QPQ	1GTHG39U171209757	Dario Montanez	
T8	2007 INT'L 4300 REFRIG. BOX TRUCK (WHITE)	N22 72V	1HTMMAAN77H351573	Patrick Jackson	
T9	1995 FORD L9000 BOILER TRUCK	539 QPQ	1FDYU90S7SVA32670	Israel Pulido	
T10	2009 GMC TC500 CAMERA TRUCK	540 QPQ	1GDJ5C1909F408606	Ivan Pulido	
T11	2004 FORD SD F350 TRUCK	920 QE	1FTSF31P34EB87330	Dario Montanez	
T15	2009 DODGE SPRINTER VAN	538 QPQ	WD0PF445995358523	Guillermo Falcon	

T18	2001 DODGE 3500 TRUCK	541 QPQ	3B6MC36631M571412	Israel Pulido
T23	2002 FORD F450XL SD TRUCK W/UTILITY BODY	032 6QN	1FDXF46F42EA91243	Israel Pulido
V2	2014 GMC VAN (WHITE)	Y41 DTU	1GTS7AFX0E1171086	
DUMP TRUCK				
DT1	2001 INT'L 4700 DUMP TRUCK (WHITE)	N24 25Q	1HTSCAANX1H322439	Jack Dunlap
JIM C. CREW				
T17	2003 FORD F250 TRUCK (GREY)	739 WFT	1FTNX21L83EC60854	Jim Coffman
T7	2003 INT'L BOX TRUCK (WHITE)	N23 85R	1HTMKAAAN43H564528	DT466 - Jack Dunlap
TRUCKS	DESCRIPTION	TAG #	VIN#	NOTES
T6	1995 CHEVY VAN 30HD (BLUE DOLPHIN)	133 IIW	1GBJH32K1S3309866	
T12	2004 GMC 3500 TRUCK W/CRANE (WHITE)	BYX Y38	1GDJC34224E269730	Hillbilly - Donald Pate
T16	2014 GMC SIERRA 1500 (MARTY'S TRUCK)	CNG N92	1GTR1UEC4EZ216984	Martin Whitt
T19	2006 FORD 750 TRUCK	958 YGU	3FRWF75S56V233399	Danny Duke
T20	2011 GMC SIERRA DENALI (WHITE) CHASE	AHQ Y07	1GT125C8XBF211929	Chase Rogers
T21	2015 GMC SIERRA DENALI (WHITE) DANNY	CUQ D11	1GT120E85FF146509	Danny Duke
T22	2015 GMC SIERRA DENALI (SILVER) DANIEL	CNG N20	1GT120E87FF168043	Daniel Duke
T25	2001 FORD F450 SD (WHITE)	EIS F51	1FDXF46F81EA54338	Rich Dolata
T26	2005 GMC C4500 DURAMAX BUCKET TRUCK	N62 19U	1GDC4C123F523497	
T27	2012 FORD 550 SD TRUCK	GAQ X15	1FD0W5HT4CEB24463	
V3	2015 CHEVROLET EXPRESS VAN	ETU E68	1GCWGF7F1211426	Daniel Duke
T28	2004 GMC 1500 SIERRA TRUCK	GGMK26	1GTEC14X64Z227026	
T29	2006 GMC 1500 SIERRA TRUCK	GGMK25	1GTEC14X46Z239274	
SAND BLASTING				
SB2	2001 INT'L 4700 (BLUE)	EKD V11	1HTSCAAM21H385493	Coating crew
CARS				
C1	2010 FORD FUSION (SILVER)	ATY E15	3FAHPOHG3AR197236	Steve Cudd
TRAILERS				
TR1	2003 CROSLEY TRAILER (YELLOW FLAT BED)	013 QIX	5MW8X2923S001295	Jack Dunlap

TR2	ARROW BOARD TRAILER				
TR3	2015 LOOK ENCLOSED TRAILER (LINING CREW)	DEB S76	53BLTEB29FU013882	Dario Montanez	
TR4	2014 BIG TEX DUMP TRAILER	965 RLK	16VDX1426E3058641	Lining crew	
TR5	2001 INTS SM. TRAILER GREY FLAT BED	545 2CG	1JKPBS14X1M001904		
TR6	1998 INTERSTATE BIG GREY FLAT BED TRAILER	014 QIX	1JKSST088WA000215		
TR7	2007 CONT TRAILER	802 LTI	1ZJBA24257M047796		
TR8	1995 CNTR TRAILER	ESG B02	4KNFC1920SL161663		
TR9	2015 LARK TRAILER	EDS X62	5RTBE1623FD045121	Jacinto Pulido	
TR10	2011 DUTCHMAN RUBICON TRAILER (RV)	029 2QN	47CTRBP20BM440851		
TR11	20' LOOK ENCLOSED TRAILER (ELECTRICAL)	CLA R04	53BLTEB2XEU008351	Josh Leonard	
TR12	2016 FRRV WHITE TRAILER (HILLBILLY)	230 5TE	5NHUNS625GU110551	Hillbilly - Donald Pate	
TR13	1995 ACSI TRAILER	193 7CR	1A9VBTG22S1247501		
TR14	2001 TORINO TILT TRAILER	EKT A61	121EP32261M009887		
TR15	2000 BLAST OFF TRAILER 14 FT.	ESP 170	B003378600		
TR16	2003 BETTER BUILT TRANSPORT TRAILER	GGMK27	4MNFB162331000881		
TR17	LIGHT TOWER TRAILER (WACKER NELSON)	N/A	5XFLN0519AN000420		
PRESSURE WASHERS					
PW1	2014 HMDE TRAILER (5K POWER WASHER)	167 4QB	NOVIN0201067180	Coating crew	
PW2	21' POWER WASHER TRAILER - HOMEMADE	ESP 194	FLT9000AG		
PW3	2000 DRAGGIN BLACK PRESS. WASHER TRAILER	534 8QB	52006512008001752	Alfredo Ramirez	
PW4	SKID 5K HEATER PRESSURE WASHER				
EQUIPMENT & TOOLS					
BY PASS PUMPS					
BP1	6" THOMPSON VACUUM PUMP 6JSVE-103				
BP2	6" THOMPSON VACUUM PUMP 6JSVE-241				
BP3	6" THOMPSON AIR ASSIST PUMP 6JSC-188				
BP4	6" THOMPSON VACUUM PUMP 6JSVE-219				
BP5	THOMPSON PUMP (Nightmare)				
BP6	6" THOMPSON VACUUM PUMP				
BP7	WHITE THOMPSON SKID VACUUM PUMP 6JSVE-069				
BP8	WHITE 6" THOMPSON VAC PUMP 6JSVE-316				
BP9	2003 THOMPSON CD100M 4" PUMP ON TRAILER		1T9PH13173P634150		

BP10	6" THOMPSON VACUUM ASSISTED HIGH HEAD PUMP	6JSVE-332	
AIR COMPRESSORS			
AC1	GRAY AIR COMPRESSOR 185 CFM		
AC2	WHITE AIR COMPRESSOR 185 CFM		
AC3	GREEN SUL-AIR 185 AIR COMPRESSOR		
AC4	2007 INGERSOLL-RAND AIR COMPRESSOR		
ELECTRIC PUMPS			
EP1	6" ELECTRIC GORMAN RUPP PUMP		
EP2	4" ELECTRIC DIAPHRAM PUMP		
EP3	8" ELECTRIC THOMPSON VACUUM PUMP 8JSVE 079		
DEWATERING PUMPS			
DP1	8" THOMPSON PUMP W-357		
DP2	6" THOMPSON PUMP 6V-204		
DP3	8" THOMPSON PUMP W-224		
DP4	6" THOMPSON PUMP (NO #)		
DP5	8" THOMPSON VACUUM PUMP 8V-55, HC-15536		
DP6	6" HYDRAULIC SUBMERSIBLE PUMP BA-1779		
	4" THOMPSON DIAPHRAM PUMP 40-DL-469		
	3" DIAPHRAGM PUMP		
	SEVERAL 2" TRASH PUMPS		
SUCTION AND DISCHARGE HOSES AND PIPING			
	1,000' of 4" M X F CAMLOCK PRESSURE HOSE		
	1,000' of 6" M X F CAMLOCK PRESSURE HOSE		
	1,000' of 8" M X F CAMLOCK PRESSURE HOSE		
	4,000' OF 8" FLG X FLG HDPE PIPING		
HYDRAULIC PUMPS			
HP1	HYDRAULIC SKID PUMP H-21-D-270		
HP2	HYDRAULIC PUMP TRAILER D6-404.22-1085		
EPOXY MACHINE			
EM1	GRACO XTREME EPOXY SPRAY RIG A-483		

HEAVY EQUIPMENT						
E1	DAEWOO 420 EXCAVATOR					
E2	KOMATUSU WA 180 LOADER					
E3	REX MIXER					
E4	JD 450 BULL DOZER					
E5	JD 410 BACKHOE					
E6	BOBCAT 325 EXCAVATOR					
E7	BOBCAT T300 SKID STEER					
E8	KOMATUS 220 TELLE-DIPPER					
E9	KOMATSU 135 EXCAVATOR					
E10	JD LOADER					
E11	NEW HOLLAND SKID STEER					
E12	JD 35G EXCAVATOR					
E13	JD 35G EXCAVATOR					
E14	BOBCAT BABY MINI EXCAVATOR					
E15	BOBCAT BRUSH CAT 60				467010253	
E16	CAT TL1055 LULL					
E17	JD 323E COMPACT TRACK LOADER				1T0323EMHGI292250	
E18	CAT 328D LCR EXCAVATOR				GTN00140	
E19	JD 329E SKID STEER (2015)				1T0329EMJFE289531	
	LEEBOY 400 ROLLER					

Resume of Key Staff

Daniel A. Duke III

Address: 5401 Haverhill Road, Unit 114, West Palm Beach, Florida 33407

Phone Number: 561-640-3503

Email: Dduke1@hinterlandgroup.com

President

Over 12 years in direct development of multiple land use projects in Florida, currently holds Florida General Contractor's License(CGC1520354), Florida Certified Building Contractor's License (CBC1255077) and Certified Underground and Excavation Contractor License (CUC1224634). Oversees daily operations and provides direct support to all personnel.

Working for Hinterland Group, Inc 10.5 years

Project Related Background:

City of Port St. Lucie Pump Station SP41 Rehabilitation

City of Orlando Lift Stations 19, 46, 70 & 71 Rehabilitation

Florida Governmental Utility Authority Golden Gate Lift Stations Rehabilitation (4)

SSNOCWTA Master Services Agreement; Lift Station and Manhole Rehabilitation

City of Dania Beach Lift Station # 5 Rehabilitation

City of Eustis Lift Station # 5 Rehabilitation

City of Auburndale Adams Road Lift Station Rehabilitation

City of St. Cloud Lift Station # 10 Rehabilitation

Village of Palm Springs Lift Stations 38, 32, 25 & Rex Avenue Rehabilitation

City of Lake Worth Pump Station #9 Rehabilitation

Seacoast Utility Authority Pond Lining & Pump Station At PGA WWTP

Palm Beach County Wastewater Lift Station Rehabilitation Project-Phase A

City of West Palm Beach Structural Repair of the Flow Equalization Basin

Daniel A. Duke Jr.

Address: 5401 Haverhill Road, Unit 114, West Palm Beach, Florida 33407

Phone Number: 561-640-3503

Email: Dduke2@hinterlandgroup.com

Project Manager

Twenty five years direct experience in several land development projects including various wastewater lift station installations, gravity and force main sewer installation. Direct daily supervision of superintendents and skilled labor, management of project schedules, asset management and logistics for entire company personnel and equipment fleet. Project procurement and material acquisition duties.

Working for Hinterland Group, Inc. 10.5 years

Project Related Background:

City of Port St. Lucie Pump Station SP41 Rehabilitation

Resume of Key Staff

City of Orlando Lift Stations 19, 46, 70 & 71 Rehabilitation
 Florida Governmental Utility Authority Golden Gate Lift Stations Rehabilitation (4)
 SSNOCWTA Master Services Agreement; Lift Station and Manhole Rehabilitation
 City of Dania Beach Lift Station # 5 Rehabilitation
 City of Eustis Lift Station # 5 Rehabilitation
 City of Auburndale Adams Road Lift Station Rehabilitation
 City of St. Cloud Lift Station # 10 Rehabilitation
 Village of Palm Springs Lift Stations 38, 32, 25 & Rex Avenue Rehabilitation
 City of Lake Worth Pump Station #9 Rehabilitation
 Brevard County M-20 Lift Station Rehabilitation
 City of West Palm Beach Phipps Park Booster Pump Station Rehab & Modification
 Palm Beach County Wastewater Lift Station Rehabilitation Project – Phase A
 University of Florida Pump Station No 1 Renovations, Building 211
 FGUA-Lee County Rehabilitation & Improvements to Master Lift Station 01
 Fort Pierce Utility Authority South Hutchinson Island Repump #2 Station Modifications

Jay B. Breig

Address: 5401 Haverhill Road, Unit 114, West Palm Beach, Florida 33407

Phone Number: 561-640-3503

Email: JBreig@hinterlandgroup.com

Superintendent

Ten years experience in the rehabilitation and installation of wastewater structures, gravity and force main pipe installations. Conduct daily labor briefings, safety meetings and coordinates daily labor for successful project completion. Regularly conducts project briefings with project manager and inside support personnel.

Working for Hinterland Group, Inc. 10.5 years

Project Related Background:

City of Port St. Lucie Pump Station SP41 Rehabilitation
 City of Orlando Lift Stations 19, 46, 70 & 71 Rehabilitation
 Florida Governmental Utility Authority Golden Gate Lift Stations Rehabilitation (4)
 SSNOCWTA Master Services Agreement; Lift Station and Manhole Rehabilitation
 City of Dania Beach Lift Station # 5 Rehabilitation
 City of Eustis Lift Station # 5 Rehabilitation
 City of Auburndale Adams Road Lift Station Rehabilitation
 City of St. Cloud Lift Station # 10 Rehabilitation
 Village of Palm Springs Lift Stations 38, 32, 25 & Rex Avenue Rehabilitation
 City of Lake Worth Pump Station #9 Rehabilitation

Resume of Key Staff

City of Weston Indian Trace Development District 36 Lift Stations Rehabilitation Toho Water Authority
 Manhole Raising Project
 City of West Palm Beach Phipps Park Booster Pump Station Rehabilitation
 University of Florida Pump Station No. 1 Renovations, Building 211
 City of Altamonte Spring Lift Station 10 & 11 Rehabilitation
 City of St. Pete Beach Lift Station # 10 Rehabilitation
 City of St Cloud Lift Station 76 Rehabilitation

Charlie Breig

Address: 5401 Haverhill Road, Unit 114, West Palm Beach, Florida 33407

Phone Number: 561-640-3503

Email: CBreig@hinterlandgroup.com

Electrical Superintendent

Forty years of commercial electrical experience. Licensed Florida Electrical Contractor (EC13003615).

Working for Hinterland Group, Inc. 10.5 years

Project Related Background:

City of Dania Beach Lift Station #5 Rehabilitation

Village of Palm Springs Lift Stations 38, 32, 25 & Rex Avenue

City of Lake Worth Pump Station #9 Rehabilitation

Seacoast Utility Authority Pond Lining & Pump Station At PGA WWTP

University of Florida Pump Station No. 1 Renovations, Building 211

Florida Governmental Utility Authority Rehabilitation & Improvements to Master Lift Station 01

City of St. Pete Beach Lift Station #10 Rehabilitation

Chase Rogers, E.I.

Address: 5401 Haverhill Road, Unit 114, West Palm Beach, Florida 33407

Phone Number: 561-640-3503

Email: CRogers@hinterlandgroup.com

Estimator/ Project Engineer

9 years' experience in the rehabilitation and installation of sanitary sewer structures. 5 years experience working as an electrician at WWTP. Responsible for project scheduling and coordination.

Degree in Civil Engineering.

Working for Hinterland Group, Inc. 9 years.

Project History:

Winter park – Tuskawilla, winter park estates....

Lake Worth – backwash and PS 9

Resume of Key Staff

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

Project History

Project Description	Owner	Engineer	Contract Amount	Start Date	End Date
ho Water Authority Manhole Raising & Repair ject	Toho Water Authority 951 Martin Luther King Boulevard Kissimmee, Florida 34741 407-944-5018 Phone 407-343-4264 Fax Tim Noyes, Asset Manager Tnoyes@tohowater.com	Toho Water Authority 951 Martin Luther King Boulevard Kissimmee, Florida 34741 407-944-5018 Phone 407-343-4264 Fax Tim Noyes, Asset Manager	\$231,210.00	Oct-10	Feb-12
astewater Lift Station Rehabilitation Project- ase A	Palm Beach County Water Utilities District P.O. Box 16097 West Palm Beach, Florida 33416-6097 561-493-6000 Phone 561-493-6008 Fax Victor Gutierrez, Purchasing Vgutierrez@pbwater.com	Palm Beach County BOCC WUD 8100 Forest Hill Blvd. West Palm Beach, Florida 33416 561-493-6087 561-493-6085 Duane Palumbo, Engineer	\$1,530,131.00	Aug-11	Mar-12
ipples Park Booster Pump Station Rehab & odification	City of West Palm Beach 401 Clematis Street, 5th Floor West Palm Beach, Florida 33401 561-822-2100 Phone 561-822-1564 Fax Daniel Roberge, Project Engineer Droberge@pbc.org	Mock-Roos & Assoc., Inc. 5720 Corporate Wy. West Palm Beach, Florida 33407 561-683-3133 Phone 561-478-7248 Fax Neil Condy, Engineer	\$196,549.00	Aug-10	Feb-12
sanitary Sewer & Lift Station Wet Well, Repairs	P.B.C. Glades Utility Authority P.O. Box 16097 West Palm Beach, Florida 33416-6097 561-493-6000 Phone 561-493-6008 Fax Vernetha Green, Purchasing Vgreen@pbwater.com	P.B.C. Glades Utility Authority P.O. Box 16097 West Palm Beach, Florida 33416-6097 561-493-6219 Phone 561-493-8768 Fax Hector Rodriguez, Project Manager	\$195,000.00	Mar-10	Mar-11
idian Trace Development 36 Lift Station ehabilitation	City of Weston 17200 Royal Palm Boulevard Weston, Florida 33326 954-385-2000 Phone 954-385-2010 Fax Brad Kaine, Director of Utilities Bkaine@westonfl.org	Calvin, Giordano & Associates, Inc. 1800 Eller Drive, Suite 600 Fort Lauderdale, Florida 33316 954-921-7781 Phone 954-921-8807 Fax Sabrina Baglieri, P.E.	\$890,881.07	Nov-10	Dec-11
ject Water Storage Pond Lining and Pump tation at the PGA WWTP	Seacoast Utility Authority 4200 Hood Road Palm Beach Gardens, Florida 33410 561-627-2900 Phone 561-624-2839 Fax Keith Haas, Purchasing Manager Khaas@sua.com	Holtz Consulting 50 S. US Hwy 1, Suite 20 Jupiter, Florida 33477-5107 561-575-2005 Phone 561-575-2009 Fax Curtis Robinson, Engineer	\$780,209.00	Sep-10	Aug-11
asco County Leachate Pump Station	Pasco County 8989 Government Drive New Port Richey, Florida 34654-5500 727-847-8194 Phone 727-847-8065 Fax Ron Walker, Superintendent	Pasco County 8989 Government Drive New Port Richey, Florida 34654-5500 727-847-8194 Phone 727-847-8065 Fax	\$69,965.78	Sep-10	Dec-10
ift Station #15 Rehabilitation	City of Dania Beach 100 West Dania Beach Boulevard Dania Beach, Florida 33004 954-924-3740 Phone 954-923-1109 Fax Jose Urtecho, Utilities Supervisor	Calvin, Giordano & Associates, Inc. 1800 Eller Drive, Suite 600 Fort Lauderdale, Florida 33316 954-921-7781 Phone 954-921-8807 Fax Jenna Chamberlain, P.E.	\$184,975.00	Jun-10	Sep-10
ift Station #11 Replacement Project	City of St. Cloud 1300 Ninth Street St. Cloud, Florida 34769 407-957-7212 Phone 407-957-7369 Fax Kelly Merritt, P.E. Kmerritt@stcloud.org	City of St. Cloud 1300 Ninth Street St. Cloud, Florida 34769 407-957-7212 Phone 407-957-7369 Fax Kelly Merritt, P.E.	\$182,614.25	May-10	Aug-10

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

Project History

Wastewater Pump Station No. 9 Replacement	City of Lake Worth 7 North Dixie Highway Lake Worth, Florida 33460 561-586-1685 Phone 561-586-1745 Fax Tiger Roth, Inspector tiger.roth@mockroos.com	Mock - Roos 5720 Corporate Way West Palm Beach, Florida 33407-2066 561-683-3113 Phone 561-478-7248 Fax John Leemon, PE	\$308,710.00	Mar-10	Jun-10
Rehabilitation of Aloma Wastewater Pump Station	S.S.N.O.C.W.T.A 410 Lake Howell Road Maitland, Florida 32751-5907 407-628-3419 Phone 407-628-0153 Stephen Miller, P.E. Director	Reiss Engineering 1016 Spring Villas Point, Suite 2000 Winter Springs, Florida 32708 407-679-5358 Phone 407-679-5003 Fax Marc Cannata, P.E.	\$120,000.00	Feb-10	May-10
City of Cape Canaveral Manhole Rehabilitation	City of Cape Canaveral 601 Thurm Boulevard Cape Canaveral, Florida 32920 561-586-1685 Phone 561-586-1745 Fax Tiger Roth, Inspector tiger.roth@mockroos.com		\$103,000.00	Feb-11	Apr-11
Water Treatment Plant Backwash Water Pump Station		561-683-3113 Phone 561-478-7248 Fax John Leemon, PE	\$314,911.00	Feb-10	Jul-10
-20 Lift Station Rehabilitation	Brevard County 2725 Judge Fran Jamieson Way Viera, Florida 32940-6602 321-633-2089 Phone 321-633-2095 Fax Craig Helping, Project Manager Craig.Helping@brevardcounty.us	MWH Engineers 490 Sawgrass Corp Pkwy., Suite 300 Sunrise, Florida 33325 954-846-0401 Phone 954-846-0424 Fax Brian LaMay, P.E.	\$213,250.00	Jan-11	Apr-11
City of Ft Lauderdale Manhole Rehabilitation	City of Ft. Lauderdale Procurement Services 100 North Andrews Avenue Fort Lauderdale, Florida 33301 954-828-5933 Phone 954-828-5576 Fax	City of Ft. Lauderdale Procurement Services 100 North Andrews Avenue Fort Lauderdale, Florida 33301 954-828-5933 Phone 954-828-5576 Fax	\$9,950.00	Dec-09	Jan-10
Lift Station #5 Refurbishing	City of Eustis P.O. Box 68 Eustis, Florida 32727-0068 352-483-5430 Phone 352-357-1970 Fax Bill Johnson, Director of Wastewater	City of Eustis P.O. Box 68 Eustis, Florida 32727-0068 352-483-5430 Phone 352-357-1970 Fax Bill Johnson, Director of Wastewater	\$121,688.00	Dec-09	Apr-10
Golden Gate Lift Station #5 Rehabilitation & Modification	FGUA Operation Office 280 Wekiva Springs Road, Suite 2000 Longwood, Florida 32779 407-629-6900 Phone 407-629-6963 Fax	FGUA Operation Office 280 Wekiva Springs Road, Suite 2000 Longwood, Florida 32779 407-629-6900 Phone 407-629-6963 Fax	\$224,505.00	Jun-09	Sep-09
Lift Station #10 Rehabilitation	City of St. Cloud 1300 Ninth Street St. Cloud, Florida 34769 407-957-7212 Phone 407-957-7369 Fax Kelly Merritt, P.E. Kmerritt@stcloud.org	City of St. Cloud 1300 Ninth Street St. Cloud, Florida 34769 407-957-7212 Phone 407-957-7369 Fax Kelly Merritt, P.E.	\$35,642.50	Mar-09	Aug-09
Indian Hills Lift Station Rehabilitation	S.S.N.O.C.W.T.A 410 Lake Howell Road Maitland, Florida 32751-5907 407-628-3419 Phone 407-628-0153 Stephen Miller, P.E. Director	Woolpert, LLP 3504 Lake Lynda Drive #400 Orlando, Florida 32817 407-381-2192 Phone Dave Roderick, Project Manager	\$75,280.00	Feb-09	Aug-09
Winter Park Estates Master Lift Station Rehabilitation	S.S.N.O.C.W.T.A 410 Lake Howell Road Maitland, Florida 32751-5907 407-628-3419 Phone 407-628-0153 Stephen Miller, P.E. Director	Reiss Engineering 1016 Spring Villas Point, Suite 2000 Winter Springs, Florida 32708 407-679-5358 Phone 407-679-5003 Fax Marc Cannata, P.E.	\$200,938.00	Jan-09	Sep-09

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

Project History

Stations 19, 46, 70, & 71 Rehabilitation	City of Orlando, Public Works 5100 L.B. McLeod Road Orlando, Florida 32811 407-246-2213 Phone 407-246-2886 Fax Buster Falls, Lift Station Manager Buster.falls@cityoforlando.net	City of Orlando, Public Works 400 South Orange Avenue Orlando, Florida 32802-4990 407-246-3756 Phone 407-246-2892 Fax Hector Sanchez, Project Manager	\$300,000.00	May-08	Dec-08
Lift Station #41 Rehabilitation	City of Port St. Lucie 121 S.W. Port St. Lucie Boulevard Port St. Lucie, Florida 34984 772-871-5224 Phone 772-871-7337 Fax Mike Jolly, Lift Station Leader Mjolly@cityofpsl.com		\$85,000.00	Apr-08	Jun-08
Pump Station No. 1 Renovation	University of Florida P.O. Box 117710 Gainesville, Florida 32611 352-294-0622 Phone 352-392-8837 Jeff Bair, Project Manager	Causseaux, Hewitt & Walpole Inc. 6011 NW 1st Place Gainesville, Florida 32607 352-331-1976 Phone 352-331-2476 Fax Matt Williams, Engineer	\$659,256.00	12-Mar	Jun-12
Manhole Rehabilitation	City of St. Pete Beach 155 Corey Avenue St. Pete Beach, Florida 33706 727-363-9254 Phone 727-367-2736 Fax Ian Wade Ian.Wade@stpetebeach.org		\$32,460.00	12-Mar	12-Apr
Lift Station Rehabilitation & Improvements to Master Lift Station 01	Florida Governmental Utility Authority 5660 Bayshore Road, Suite 36 North Fort Myers, Florida 33917 239-543-1005 Phone 239-543-2226 Fax Dwight Perry, Inspector Dperry@govmserv.com	Wade Trim 8745 Henderson Road, Suite 220 Renaissance 5 Tampa, Florida 33634 813-882-8366 Phone 813-884-5990 Fax Kenneth Hubacker P.E., Engineer	\$234,000.00	12-Jul	12-Sep
Lift Stations 30 & 32 Rehabilitation	City of Coral Springs 10300 NW 11th Manor Coral Springs, Florida 33071 954-753-0380 Phone 954-757-4850 Fax Steve Seigfried Steves@fladistricts.com		\$97,710.00	12-Aug	12-Oct
Lift Station #10 Rehabilitation	City of St. Pete Beach 155 Corey Avenue St. Pete Beach, Florida 33706 727-363-9254 Phone 727-367-2736 Fax Renee Cooper, CIP Construction Manager Rcooper@stpetebeach.org		\$116,112.00	12-Aug	12-Aug
Structural Repair of the Flow Equalization Basin	City of West Palm Beach 401 Crematis, 4th Floor West Palm Beach, Florida 33401 561-835-7400 X 7435 Phone 561-835-7420 Fax Jin Huo, Project Engineer Jhuo@wpb.org	Holtz Consulting 50 S. US Hwy 1, Suite 20 Jupiter, Florida 33477-5107 561-575-2005 Phone 561-575-2009 Fax Curtis Robinson, Engineer	\$496,898.50	12-May	12-Nov
Indian Trace Development District Lift Station Phase II	City of Weston 17200 Royal Palm Boulevard Weston, Florida 33326 954-385-2000 Phone 954-385-2010 Fax Brad Kaine, Director of Utilities	Calvin, Giordano & Associates, Inc. 1800 Eller Drive, Suite 600 Fort Lauderdale, Florida 33316 954-921-7781 Phone 954-921-8807 Fax Sabrina Baglieri, P.E.	1,217,179.28	12-Oct	Jun-13

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

Project History

Wastewater Lift Station Rehabilitation Project	Palm Beach County Water Utilities District P.O. Box 16097 West Palm Beach, Florida 33416-6097 561-493-6000 Phone 561-493-6008 Fax Victor Gutierrez, Purchasing Vgutierrez@pbwater.com	Palm Beach County BOCC WUD 8100 Forest Hill Blvd. West Palm Beach, Florida 33416 561-493-6087 561-493-6085 Duane Palumbo, Engineer	2,172,758.00	12-Oct	Nov-14
South Hutchinson Island Repump #2 Station Modifications	Fort Pierce Utility Authority 206 S. 6th Street Fort Pierce, Florida 34950-4222 772-466-1600 X 3472 Phone James Carnes Jcarnes@fpua.com	Kimley-Horne & Associates, Inc. 1920 Wekiva Way, Suite 200 West Palm Beach, Florida 33411 561-840-0258 Phone Mark Miller	\$669,000.00	13-Jan	Oct-13
Strategic Wastewater Infrastructure Project Sewer Collection - City of Belle Glade	Palm Beach County Water Utilities Department P.O. Box 16097 West Palm Beach, Florida 33416-6097 561-493-6900 Phone Jackie Michels Jmichels@pbwater.com		\$1,918,320.00	13-Jan	Dec-13
Little Creek Force Main & Lift Station 84	City of St. Cloud 1300 Ninth Street St. Cloud, Florida 34769 407-709-3282 Phone 407-957-7369 Fax Corey Clough Cclough@stcloud.org		\$916,602.89	Mar-13	Dec-13
Lift Station No 1 Rehabilitation	City of Cape Canaveral 601 Thurm Blvd. Cape Canaveral, Florida 32920 321-868-1240 Phone 321-868-1233 Fax Lonnie Dunn Ldunn@cityofcapecanaveral.org		\$148,890.00	Dec-13	Jan-14
TP Improvements	City of Mulberry 104 S. Church Street Mulberry, Florida 863-425-1125 John Wright	Envisors Engineers 2105 Dundee Road Winter Haven, Florida 33883-9309 863-324-1112 Phone 863-294-6185 Fax Asma Boukadoum	\$2,143,000.00	Jan-14	15-Apr
Ludjoe Regional Wastewater Inner Islands Collection System & Transmission System	Florida Aqueduct Authority 1100 Kennedy Drive Key West, Florida 33041-1239 305-296-2454 305-295-2188	Gianetti Contracting Corp 2660 NW 15th Ct #108 Pompano Beach, Florida 33069 954-551-4950 Phone 954-972-8104 Bob Henning	\$1,523,515.00	Jan-14	16-May
14th Street SW Booster Pump & VFD Replacement	Collier County 3299 Tamiami Trail E, Suite 700 Naples, Florida 34112-5749 239-252-8407 Phone 239-732-0844 Fax Tom Sivert TomSivert@colliergov.net	Holes Montes, Inc. 950 Encore Way Naples, Florida 34110 239-254-2043 Phone DebraHogue@hmg.com Deb Hogue	\$653,400.00	Dec-13	14-Oct
Water Treatment Plant Vacuum Filter Replacement	City of Naples 735 Eighth Street S Naples, Florida 34102 239-213-1000 Phone Justin Frederiksen jfrederiksen@naplesgov.com	Johnson Engineering 2122 Johnson Street Fort Myers, Florida 33901 239-461-2441 Phone 239-334-3661 Erik Howard elh@johnsoneng.com	\$767,510.00	Oct-13	May-14
Wastewater Gravity Sewer Rehab by CIPP	City of Tampa 3808 E 26th Ave. Tampa, Florida 33605 813-635-8400 Phone Raleigh Thomas, Jr. Raleigh.Thomas@tampagov.net		\$1,300,000.00	Apr-15	Present

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

Project History

itary Sewer & Manholes Rehabilitation	City of Clearwater 727-224-7062 Phone Rose Lara Roselara@myclearwater.com		360,000.00	Apr-15	Present
nmmons Rd. Storm Drain Repairs	Nassau County 96161 Nassau Place Yulee, Florida 32097 904-491-7334 Phone 904-321-5926 Fax David Hearn Dhearn@nassaucountyfl.com		250,000.00	Apr-15	Apr-15
vered Bridge Sewer Lining Project	Palm Beach County 8100 Forest Hill Blvd. West Palm Beach, Florida 33416 561-493-6138 Phone Vgutierrez@pbcwater.com		325,913.00	May-15	Jun-15
ven Springs Blvd. & Humbolt Ave. I & I Repairs	Florida Governmental Utility Authority 280 Wekiva Springs, Suite 200 Longwood, Florida 32779 407-629-6900x101 Phone Chris Couch Ccouch@govmserv.com		99,290.00	Apr-15	Apr-15
elle Glade Sewer Infiltration & Inflow nprovements 2014 Project	Palm Beach County 8100 Forest Hill Blvd. West Palm Beach, Florida 33416 561-493-6087 Phone Duane Palumbo Dpalumbo@pbcwater.com		1,794,613.00	Aug-14	Aug-15
.I.P.P. Lining and Repairs	Lake City Utilities 205 N. Marion Avenue Lake City, Florida 32055 386-758-5456 Phone 386-623-0595 Fax Keith Hampton Hamptonk@lcfla.com		79,062.50	May-14	May-14
ift Station 17 Rehabilitation	City of Boca Raton 1401 Glades Road Boca Raton, Florida 33431 561-338-7315 Phone Ken Goatley Kgoatley@ci.boca-raton.fl.us		1,129,593.00	May-15	16-May
ift Station C-05 & Forcemain Replacement	Brevard County BOCC 2725 Judge Fran Jamieson Way Viera, Florida 32940 321-633-2089 Phone Owen Coward owen.callard@brevardcounty.us		872,000.00	Jul-15	15-Dec
.ift Station M-6 Replacement	Brevard County BOCC 2725 Judge Fran Jamieson Way Viera, Florida 32940 321-633-2089 Phone Owen Callard owen.callard@brevardcounty.us		439,495.00	Sep-15	15-Nov
Rehabilitation of Monica, Davis Rd., & Professional Plaza Pump Stations	Village of Palm Springs 226 Cypress Lane Palm Springs, Florida 33461 John Rouse jrouse@vpsfl.org	Eckler Engineering Diego Herrera 954-510-4700 Phone Dherrera@ecklerengineering.com	568,102.00	Jan-15	Jun-15
Emergency CIPP Repair Johnson Street	Lake City Utilities 205 N. Marion Ave. Lake City, Florida 32055 386-758-5456 Phone Keith Hampton Hamptonk@lcfla.com		79,062.50	May-14	Jun-14

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

Project History

P Lining Shands Lake Shore Hospital	Lake City Utilities 205 N. Marion Ave. Lake City, Florida 32055 386-758-5456 Phone Keith Hampton Hamptonk@lcfla.com		49,535.00	Jun-14	Jun-14
P Lining 24" Storm Sewer	Lake City Utilities 205 N. Marion Ave. Lake City, Florida 32055 386-758-5456 Phone Keith Hampton Hamptonk@lcfla.com		23,450.00	Jul-14	Jul-14
P Lining 36" Storm Sewer	Lake City Utilities 205 N. Marion Ave. Lake City, Florida 32055 386-758-5456 Phone Keith Hampton Hamptonk@lcfla.com		74,256.00	Aug-14	Aug-14
on Street Emergency 8" and 10" CIPP Lining	Lake City Utilities 205 N. Marion Ave. Lake City, Florida 32055 386-758-5456 Phone Keith Hampton Hamptonk@lcfla.com		114,214.50	Aug-14	Aug-14
3" Storm Sewer Connection to Intracoastal CIPP Lining	Town of Manalapan 600 South Ocean Blvd. Manalapan, Florida 33462 561-309-8838 Phone Roy Fallon		20,250.00	Aug-14	Aug-14
IPP Lining 12" Sanitary Sewer	City of Delray Beach 100 NW 1st Ave. Delray Beach, Florida 33444 561-243-7309 Phone Scott Solomon Solomon@cideiray-beach.fl.us		18,110.00	Aug-14	Aug-14
GUA Mad Hatter Linda Lakes Collection System I & I Repair	Florida Governmental Utility Authority 280 Wekiva Springs, Suite 200 Longwood, Florida 32779 407-629-6900x101 Phone Chris Couch Ccouch@govmserv.com		68,700.00	Sep-14	Oct-14
2-16 Rehabilitation	Brevard County BOCC 2725 Judge Fran Jamieson Way Viera, Florida 32940 321-617-7390 Phone 321-617-7391 Fax John McLester Jonathan.McLester@brevardcounty.us	Infrastructure Solution Services Thomas Vill, P.E.	207,800.00	16-Jul	16-Nov

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

Hinterland Group, Inc.'s Current Projects

Name, Location and Description of Project Owner: City of Altamonte Springs Lift Station #29
Replacement

Percent Complete: 90%

Scheduled Completion: May 2017

Bid Value: \$850,000.00

Reference: City of Altamonte Springs, Karen McCullen, 225 Newbury Port Ave., Altamonte Springs, Florida 32701, 407-571-8335

Change Order: 0

Name, Location and Description of Project Owner: Brevard County Lift Station V-10 Rehabilitation
Engineer: Frazier Engineering

Percent Complete: 5%

Scheduled Completion: July 2017

Bid Value: \$236,500.00

Reference: Brevard County BOCC, Owen Callard, 2725 Judge Fran Jamieson Way, Viera, Florida 32940, 321-633-2089

Change Order: 0

Name, Location and Description of Project Owner: City of Treasure Island 2016 Rehabilitation of Lift
Stations 6, 7, 8 & 9

Percent Complete: 90%

Scheduled Completion: May 2017

Bid Value: \$884,000.00

Reference: City of Treasures Island, Wesley Sonnenberg, 120-108th Ave., Treasure Island, Florida 33706, 727-831-0910

Change Order: 0

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

SECTION 00110
CITY OF HOLLY HILL
LOCAL BIDDER PREFERENCE

AFFIDAVIT OF ELIGIBILITY
LOCAL BUSINESS

All areas of this form are required to be completed. Incomplete forms may be rejected.

- LEGAL NAME OF BUSINESS: Hinterland Group, Inc.
Physical Address: N/A Mailing Address (if different) _____

- Year your business was established in the City of Holly Hill: N/A
- Business Tax Receipt Number Issued by the City of Holly Hill
BTR Number: N/A Date Issued: N/A
- Please provide a brief description of the nature of your business and how it relates to the community.

The undersigned states that the foregoing statements are true and correct. The City of Holly Hill reserves the right to verify all information submitted as part of this affidavit. The undersigned acknowledges that the application of Local Bidder Preference is subject to Section 30-78, Code of Ordinances.

By:

Signature

Daniel Duke III

Name, Typed or Printed

President

Title, Typed or Printed

992 W. 15th Street

Mailing Address

Riviera Beach, FL 33404

City, State, Zip Code

561-640-3503

Telephone Number

Sworn to and subscribed before me

This 20 day of April 2017

Andrea L. Sharpe

Signature of Notary (& Stamp)

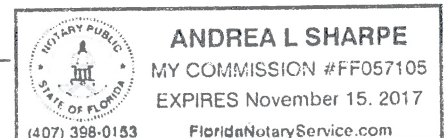
Notary Public, State of

Florida

Personally Known ☒ or

Produced Identification

(type of identification)



00 11 00-2

Attachment: Bid - Hinterland Group (1666 : Lift Station #1 Rehabilitation 17WW01)

SECTION 00 62 00
CERTIFICATE AS TO CORPORATE PRINCIPAL

I, Daniel Duke III, certify that I am the President
of the corporation named as Principal in the within Bid Bond; that Daniel Duke III
who signed the said Bid Bond on behalf of the Principal was then President
of said corporation; that I know his signature, and his signature thereto is genuine; and that said
Bid Bond was duly signed, sealed and attested for in behalf of said corporation by authority of its
governing body.


Daniel Duke III
4/20/2017

AFFIX CORPORATE SEAL



END OF SECTION

00 62 00 - 1

**CITY OF HOLLY HILL, FLORIDA
INSURANCE REQUIREMENTS CHECKLIST
CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA**

Items marked "X" must be provided

<u>X</u>	<u>General Liability</u>	<u>Minimum Limits Required</u>	
<u>X</u>	Commercial General Liability	\$ <u>2,000,000</u>	General Aggregate
<u>X</u>	Occurrence Form	\$ <u>1,000,000</u>	Product/Completed Operations Agg.
—	_____	\$ <u>1,000,000</u>	Personal & Advertising Injury
—	_____	\$ <u>1,000,000</u>	Each Occurrence
—	_____	\$ <u>100,000</u>	Fire Damage Pump Stations
<u>X</u>	<u>Automobile Liability</u>		
	Owned, Hired & Non-Owned	\$ <u>1,000,000</u>	Combined Single Limit per Occurrence
<u>X</u>	<u>Worker's Compensation and Employer's Liability</u>	<u>Statutory</u>	
		\$ <u>100,000</u>	Each Accident
		\$ <u>500,000</u>	Disease - Policy Limit
		\$ <u>100,000</u>	Disease - Each Employee
—	<u>Professional Liability - Errors & Omissions</u> (*To be completed by Bidder)		
	* Deductible: \$ _____	\$ _____	Aggregate
	* Claims Made (Y/N): _____	\$ _____	Each Claim
	* Occurrence (Y/N): _____		
	* Defense included in Limits (Y/N): _____		
<u>X</u>	<u>Builder's Risk/Installation Floater</u> (*To be completed by Bidder)		
	* Flood included \$ _____ Limit	\$ _____	100% of Completed or Installed Value, All-Risk Form
	* Transportation included \$ _____ Limit		
	* Storage included \$ _____ Limit		
	City must be a named insured. Copy of policy will be required.		
—	<u>Other</u>		
	_____	\$	
	_____	\$	
<u>X</u>	The Certificate of Insurance must show "The City of HOLLY HILL, elected officials and employees" and the adjacent property owners as an additional insured.		
<u>X</u>	Certificates must give to the City of HOLLY HILL 30 days' prior written notice of cancellation, non-renewal, or adverse change.		
<u>X</u>	Certificates must identify bid number and bid title.		
<u>X</u>	A Waiver of Subrogation shall be provided to the City		

Statement of Bidder:

We understand the requirements requested and agree to comply fully.

Bidder - Authorized Signature

A complete copy of this form with original signature must accompany bid.


4/20/2017
Daniel Duke III

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/27/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER South Shore Insurance Inc. 901 SW Martin Downs Blvd Palm City FL 34990	CONTACT NAME: Jennie Duke PHONE (A/C, No, Ext): (772) 426-9973 FAX (A/C, No): (772) 221-1960 E-MAIL ADDRESS: jennie@southshore-insurance.com												
INSURER(S) AFFORDING COVERAGE													
INSURED Hinterland Group Inc. 992 W. 15th Street Riviera Beach, FL 33404	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>INSURER A: United States Fire Insurance Company</td> <td>NAIC # 21113</td> </tr> <tr> <td>INSURER B: North River Insurance Company</td> <td>21105</td> </tr> <tr> <td>INSURER C: AGCS Marine Insurance Company</td> <td>22837</td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER A: United States Fire Insurance Company	NAIC # 21113	INSURER B: North River Insurance Company	21105	INSURER C: AGCS Marine Insurance Company	22837	INSURER D:		INSURER E:		INSURER F:	
INSURER A: United States Fire Insurance Company	NAIC # 21113												
INSURER B: North River Insurance Company	21105												
INSURER C: AGCS Marine Insurance Company	22837												
INSURER D:													
INSURER E:													
INSURER F:													

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ XCU Coverage Included GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC ☐ OTHER	Y	Y	543-998915-1	01/31/2017	01/31/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS	Y	Y	133-740178-2	01/31/2017	01/31/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$			5821069842	01/31/2017	01/31/2018	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	408-730540-5	01/31/2017	01/31/2018	☒ PER STATUTE ☐ OTH-ER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000
C	Inland Marine			MZI93075677	01/31/2017	01/31/2018	Rented/Leased Equi \$300,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Should any of the above policies be cancelled before the expiration date thereof, the issuing insurer will endeavor to mail 30 days written notice to the certificate holder named to the left, but failure to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.

Certificate holder is listed as an additional insured only if required by written contract/agreement with the insured executed prior to accident or loss.

A Waiver of Subrogation is provided only if required by written contract/agreement with the insured executed prior to accident or loss.

CERTIFICATE HOLDER**CANCELLATION**

FOR BIDDING PURPOSES ONLY	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <JND>
---------------------------	--

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ACORD 25 (2014/01)

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April 27, 2017

Mark Juliano
Public Works Director
Department of Public Works
City of Holly Hill
453 LPGA Boulevard
Holly Hill, FL 32117

Email: mjuliano@hollyhillfl.org
Hard Copy Mailed Only on Request

RE: LIFT STATION #1 REHABILITATION – BID NO. 17WW01

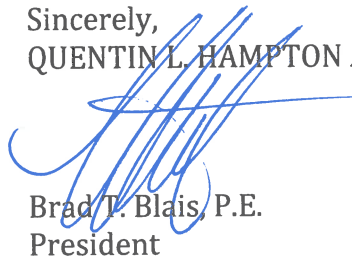
Dear Mark,

As you are aware, the City received bids for the above referenced project on April 20, 2017. Two (2) contractors submitted bids of which Hinterland Group of Riviera Beach, Florida submitted the lowest with a base bid of \$510,000.00. The second bid was received from Danus Utilities of New Smyrna Beach with a base bid amount of \$744,683.00

We have reviewed Hinterland Group's bid package and have found it responsive. We have contacted three (3) of their references and received favorable responses. The listing of similar projects indicate that they are qualified to complete this project. We, therefore, recommend award of this project to Hinterland Group for the base bid amount of \$510,000.00.

Contact our office if you have any questions.

Sincerely,
QUENTIN L. HAMPTON ASSOCIATES, INC.



Brad T. Blais, P.E.
President

BTB:bf

Encl.: Bid Tabulation

CITY OF HOLLY HILL
LIFT STATION #1 REHABILITATION
BID #17WW01
BID TABULATION

ITEM	DESCRIPTION	QTY	UNIT	Hinterland Group Riviera Beach, FL		Danus Utilities New Smyrna Beach, FL	
				UNIT COST	TOTAL	UNIT COST	TOTAL
1	Preconstruction Video	1	LS	\$1,000.00	\$1,000.00	\$ 1,000.00	\$ 1,000.00
2	Demolition	1	LS	\$50,000.00	\$50,000.00	\$ 35,000.00	\$ 35,000.00
3	Bypass Pumping	1	LS	\$54,000.00	\$54,000.00	\$ 17,500.00	\$ 17,500.00
4	Complete Lift Station	1	LS	\$255,000.00	\$255,000.00	\$ 488,222.00	\$ 488,222.00
5	Electrical (Includes Generator)	1	LS	\$100,000.00	\$100,000.00	\$ 112,431.00	\$ 112,431.00
6	C900 PVC Force Main						\$ -
	a) 10" (40' Shown)	50	LF	\$80.00	\$4,000.00	\$ 300.00	\$ 15,000.00
7	Tie-Ins						\$ -
	a) Tie-In to Existing Force Main	1	LS	\$3,500.00	\$3,500.00	\$ 6,500.00	\$ 6,500.00
8	DIP Fittings Add or Delete	1000	LBS	\$4.00	\$4,000.00	\$ 10.00	\$ 10,000.00
9	Cap and Abandon Existing Old Force Main	1	LS	\$1,500.00	\$1,500.00	\$ 5,255.00	\$ 5,255.00
10	Permits and Allowances	1	LS	\$10,000.00	\$10,000.00	\$ 10,000.00	\$ 10,000.00
11	As-Built Plans	1	LS	\$3,500.00	\$3,500.00	\$ 4,500.00	\$ 4,500.00
12	MOT	1	LS	\$3,500.00	\$3,500.00	\$ 6,000.00	\$ 6,000.00
13	Restoration	1	LS	\$20,000.00	\$20,000.00	\$ 33,275.00	\$ 33,275.00
							\$ -
	BID TOTAL				\$510,000.00		\$ 744,683.00



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

**City Commission
Agenda Item**

MEETING DATE: May 23, 2017
FROM: Thomas Harowski
SUBJECT: TPO Funding Agreement - Annual Agreement for City of Holly Hill
Funding Contribution to the River to Sea TPO
NUMBER: (ID # 1664)
APPLICANT: River to Sea TPO
PLANNER: Thomas Harowski

DISCUSSION:

Each year the City contributes funds for the operation of the River to Sea TPO. The contribution is based on ten cents per resident or \$1,182 for fiscal year 2017-2018. Each year the City has approved a funding agreement allowing for the City contribution, and this agreement is due for renewal.

FISCAL

ANALYSIS:

The City will be obligated to budget \$1,182 for fiscal year 2017-2018 to meet the requirements of the subject agreement.

STAFF

RECOMMENDATION:

Staff recommends approval of the agreement.

- 2017-2018 TPO-Holly Hill Agreement (DOCX)
- 2017-2018 Holly Hill Invoice (DOCX)

**MUNICIPALITY/
TRANSPORTATION PLANNING ORGANIZATION
FY 2017/2018 FUNDING AGREEMENT**

THIS AGREEMENT, is made and entered into this ____ day of _____ 2017, by and between the **CITY OF HOLLY HILL**, a municipal corporation organized and existing under the laws of the State of Florida (hereinafter "**CITY**"), and the **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION** (hereinafter "**R2CTPO**").

WITNESSETH

WHEREAS, the River to Sea Transportation Planning Organization (R2CTPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

WHEREAS, Florida Statutes 339.175; 23 U.S.C 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, metropolitan planning organizations are the lead transportation planning agencies in urban areas throughout the United States; and

WHEREAS, the Fast Act provides metropolitan planning organizations with the authority and responsibility for transportation planning and funding; and

WHEREAS, the quality of life and economic vitality of our community depend on coordinating transportation issues and developing complementary plans and policies; and

WHEREAS, the R2CTPO has the lead role in formulating regional transportation plans and programs and coordinating transportation issues among local entities and the Florida Department of Transportation (FDOT); and

WHEREAS, the CITY desires to enter into this Agreement with the R2CTPO to provide it with funding to support the functions necessary to achieve the R2CTPO's desired role in planning the transportation system;

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the CITY and the R2CTPO agree as follows:

1. **RECITALS.** The CITY and the R2CTPO hereby declare that the recitals set forth above are true and correct and incorporated herein.
2. **FISCAL YEAR 2017/18 FUNDING.** The CITY agrees to allocate **\$1,182.00** to the R2CTPO. Such funds shall be paid to the R2CTPO upon receipt of an invoice from the R2CTPO to the CITY. The payment shall be used for the R2CTPO fiscal year (FY) 2017/18 budget effective July 1, 2017. The funding provided to the R2CTPO by the CITY is equal to \$.10 per capita based on the 2016 BEBR estimates of population within each local governments jurisdiction as provided by the Bureau of Economic and Business Research, University of Florida.
3. **EFFECTIVE DATE AND TERMS.** The effective date of this Agreement is upon execution. The terms of this Agreement shall commence on the effective date and terminate on June 30, 2018.
4. **INTERPRETATION.** The headings contained in this Agreement are for reference purposes only and will not in any way affect the meaning or interpretation of this Agreement.
5. **MISCELLANEOUS**
 - a. This Agreement constitutes the entire Agreement between the parties with respect to the specific matters contained herein and supersedes all previous discussions, understandings and agreements, written or oral, between the parties hereto. Any amendments to or waivers of the provisions herein shall be made by the parties in writing. No other agreement, oral or otherwise, regarding the subject matter of this agreement shall be deemed to exist or to bind either party hereto.
 - b. If any sentence, phrase, paragraph, provision or portion of this agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed an independent provision and such holding shall not affect the validity of the remaining portions hereto.
 - c. The parties hereby acknowledge that they have freely and voluntarily entered into this Agreement and that each party has been given the opportunity to receive the advice of independent legal counsel for all negotiations in connection with this Agreement.

6. **CONTROLLING LAWS**

- a. This Agreement and the provisions contained herein shall be construed, controlled and interpreted according to the laws of the State of Florida, and all duly adopted ordinances, regulations and policies of the CITY now in effect and those hereinafter adopted.
- b. The location for settlement of any and all lawsuits, claims, controversies or disputes, arising out of, or relating to, any part of this Agreement, or any breach thereof, shall be Volusia County, Florida.
- c. The parties to this Agreement agree to comply with all applicable federal, state and local laws, ordinances, rules and regulations pertaining to this Agreement.

7. **BINDING NATURE OF AGREEMENT.** This Agreement shall be binding only between the CITY and the R2CTPO, and inure to the benefit of the successors or assigns of the parties.

8. **NOTICES.** All notices, consents, approvals, waivers and deletions which any party shall be required or shall desire to make or give under this Agreement shall be in writing and shall be sufficient only when mailed by certified mail, first class postage affixed, addressed as follows:

CITY: City Manager
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

R2CTPO: Lois Bollenback, Executive Director
River to Sea TPO
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114-8145

9. **AUDIT AND RECORD KEEPING PROCEDURES.** The R2CTPO shall maintain accurate public records of all services rendered in the performance of the agreement and shall provide access to such records in accordance with Florida Statutes, Section 119.07(1) (a), which states that the record can be inspected and copied by any person desiring to do so, at any reasonable time, under reasonable conditions and under supervision by the custodian of the public records. All records shall be maintained according to the State of Florida, *General Records Schedule GS1-SL for State and Local Government Agencies*, issued by the

Department of State, State Library and Archives of Florida, in accordance with the statutory provisions of Chapters 119 and 257, Florida Statutes. If any audit, litigation, claim, negotiation or other action involving the records has been started before the expiration of the retention period and disposition of the records, the records shall be retained until the completion of the action and resolution of all issues which arise from.

10. **PROVISIONS NOTWITHSTANDING.** Notwithstanding the provisions set forth above, nothing contained herein shall alter, amend or change those terms and conditions set forth in the bylaws of the River to Sea Transportation Planning Organization.

IN WITNESS WHEREOF, the parties have hereunto executed this Agreement as of the day and year first above written.

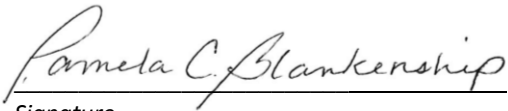
RIVER TO SEA TPO



Signature

Print Name: Lois Bollenback
 Title: River to Sea TPO Executive Director

ATTEST:



Signature

Print Name: Pamela Blankenship
 Title: River to Sea TPO Office Manager

(CORPORATE SEAL)

CITY OF HOLLY HILL

Signature

Print Name: _____
 Title: _____

ATTEST:

Signature

Print Name: _____
 Title: _____

(CORPORATE SEAL)

River to Sea TPO

Indigo Professional Centre
2570 W. Speedway Blvd., Suite 100
Daytona Beach, FL 32114
386-226-0422 Fax 386-226-0428

INVOICE

INVOICE NO: HH2018

DATE: May 15, 2017

DUE: July 1, 2017

Mr. Joe Forte, City Manager
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	River to Sea TPO FY 17/18 Member Assessment		\$1,182.00
TOTAL DUE			\$1,182.00

Make all checks payable to: River to Sea TPO

If you have any questions concerning this invoice, please call: Herb Seely, 386-226-0422 ext. 20423.

THANK YOU FOR YOUR PARTICIPATION!

Attachment: 2017-2018 Holly Hill Invoice (1664 : TPO Funding Agreement)



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

**City Commission
Resolution**

MEETING DATE: May 23, 2017
FROM: Valerie Manning
SUBJECT: Resolution 2017-R-32 A Resolution of the City of Holly Hill, Florida, Reappointing Loretta Arthur to Serve on the Volusia Growth Management Commission (VGMC) for a Four Year Term Until July 1, 2021; Providing for Severability; Providing for Conflicting Resolutions; and Providing an Effective Date.
NUMBER: (ID # 1662)
APPLICANT:
PLANNER:

-DISCUSSION:

As established by the Volusia County Charter, the Volusia Growth Management Commission (VGMC) functions to determine the consistency of the comprehensive plans, the elements thereof, and the amendments thereto of the County and all municipalities in the County.

The County Charter provides that every municipality within the County shall appointment a representative on this Commission from among their citizenry.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

Staff recommends the reappointment of Loretta Arthur as the City's representative for VGMC. Ms. Arthur's term will expire July 1, 2021.

COMMISSION GOAL:

N/A

MOTION:

APPROVE RESOLUTION 2017-R-32, REAPPOINTING LORETTA ARTHUR TO SERVE ON THE VOLUSIA GROWTH MANAGEMENT COMMISSION FOR A FOUR YEAR TERM UNTIL JULY 1, 2021.

ATTACHMENTS:

- VGMC Letter - Member Appointment 2017 (PDF)

Resolution No. (ID # 1662)**RESOLUTION 2017-R-32 A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, REAPPOINTING LORETTA ARTHUR TO SERVE ON THE VOLUSIA GROWTH MANAGEMENT COMMISSION (VGMC) FOR A FOUR YEAR TERM UNTIL JULY 1, 2021; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.****RESOLUTION NO. 2017-R-32**

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, REAPPOINTING LORETTA ARTHUR TO SERVE ON THE VOLUSIA GROWTH MANAGEMENT COMMISSION FOR A FOUR YEAR TERM UNTIL JULY 1, 2021; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as established by the Volusia County Charter, the Volusia Growth Management Commission functions to determine the consistency of the comprehensive plans, the elements thereof, and the amendments thereto of the County and all municipalities in the County; and

WHEREAS, the County Charter provides that every municipality within the County shall appoint a representative on this Commission from among their citizenry.

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

SECTION 1. The following named person is hereby reappointed to serve on the Volusia Growth Management Commission for the City of Holly Hill until July 1, 2021:

LORETTA ARTHUR

SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of

this Resolution, 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 resolutions made in conflict with this Resolution are hereby repealed.

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

APPROVED AND AUTHENTICATED on this 23rd day of MAY, 2017.



Volusia Growth Management Commission

April 27, 2017

Mayor John Penny
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

RE: Volusia Growth Management Commission (VGMC) Member Appointment

Dear Mayor Penny,

On behalf of the Volusia Growth Management Commission, I am writing to inform the City of Holly Hill that Loretta Arthur's member term is scheduled to expire on June 30, 2017.

Ms. Arthur has been an active member of the Commission since she was appointed by the City on April 8, 2014. In addition, she presently serves as a member of the Commission's Budget Committee.

Please notify the VGMC office if it is the City's desire to reappoint Ms. Arthur to represent the City for the four year term beginning July 1, 2017.

Thank you in advance for your assistance.

Sincerely,

Merry C. Smith
Operations Manager

CC: Loretta Arthur, VGMC Member
Gerald Brandon, VGMC Chairman



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

**City Commission
Resolution**

MEETING DATE: May 23, 2017
FROM: Valerie Manning
SUBJECT: Resolution 2017-R-33 A Resolution of the City of Holly Hill, Florida, Authorizing an Extension of the Cooperation Agreement Community Development Block Grant Program Between the City of Holly Hill and the County of Volusia; Providing for Severability; and Providing for an Effective Date.
NUMBER: (ID # 1657)
APPLICANT:
PLANNER:

DISCUSSION:

The County of Volusia Community Assistance Division invites the City of Holly Hill to continue to participate in the Volusia Urban County Community Development Block Grant (CDBG) Program for Fiscal Years 2017/18, 2018/19, and 2019/20.

FISCAL ANALYSIS:

The city receives funding in varying amounts on an annual basis through the CDGB grant program. These funds are budgeted through commission approved projects or expenditures.

STAFF RECOMMENDATION:

Extend the Cooperation Agreement with the County for another three (3) years for Fiscal Years 2017/18, 2018/19, and 2019/20.

COMMISSION GOAL:

Goal #2: Enhance City aesthetics through beautification and maintenance of city property and public rights of way, consistent enforcement of zoning and property maintenance codes, and development of reasonable design standards and a corresponding process which is applicable to all new developments and business improvements in the city.

MOTION:

APPROVE RESOLUTION 2017-R-33, AUTHORIZING AN EXTENSION OF THE COOPERATION AGREEMENT COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BETWEEN THE CITY OF HOLLY HILL AND THE COUNTY OF VOLUSIA.

ATTACHMENTS:

- County Letter - April 2017 - Renewal of Cooperation Agreement (PDF)
- Volusia County Cooperation Agreement - May 2014 (PDF)

Resolution No. (ID # 1657)**RESOLUTION 2017-R-33 A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING AN EXTENSION OF THE COOPERATION AGREEMENT COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BETWEEN THE CITY OF HOLLY HILL AND THE COUNTY OF VOLUSIA; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.****RESOLUTION 2017-R-33**

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING AN EXTENSION OF THE COOPERATION AGREEMENT COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM BETWEEN THE CITY OF HOLLY HILL AND THE COUNTY OF VOLUSIA; AND PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Housing and Community Development Act of 1974, as amended (24 USC § 93-383 et seq.) (“Act”) provides that Community Development Block Grant (“CDBG”) funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low and moderate income; and

WHEREAS, CDBG regulations allow urban counties to enter into cooperation agreements with certain units of local government to undertake or assist in undertaking essential activities pursuant to the Community Development Block Grant program; and

WHEREAS, the County receives Community Development Block Grant Entitlement Program and HOME Investment Partnership funds; and

WHEREAS, the cooperation of the municipality with the County is essential for the successful planning and carrying out of local Community Development and HOME

Programs.

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

SECTION 1. This Agreement covers the CDBG Entitlement program and, where applicable, the HOME Investment Partnership (HOME) and Emergency Solution Grants (ESG) Programs (*i.e.*, where the Urban County receives funding under the ESG program, or receives funding under the HOME program as an urban county or as a member of a HOME consortium).

SECTION 2. The City hereby authorizes the County to include its population in the County's Community Development Block Grant and HOME application to the U.S. Department of Housing and Urban Development for Federal Fiscal Years 2017/2018, 2018/2019, and 2019/2020 appropriations. Further, the City and the County understand that:

- a. This agreement will be extended for participation for three (3) year qualification periods, unless the County or City provides written notice it elects not to participate in the new qualification period; and
- b. If the County or the City elects not to participate in a new qualification period, the County or City making such election shall timely provide a copy of such written notice to the HUD Field Office.
- c. By the date specified in HUD's urban county qualification notice for the next qualification period, the County will notify the City in writing of its right not to participate, and a copy of the County's notification to the City shall be sent to the

HUD Field Office by the date specified in the urban county qualification schedule in Section II. of CPD Notice 14-07 or such other Section of a subsequent CPD Notice as may supersede Notice 14-07 at the time the County is required to provide such written notice to the City; and

- d. The parties agree that in order for this agreement to comply with applicable HUD regulations, each party must adopt any amendment to this agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in an Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period. The parties further agree that such amendment must be submitted as provided in the applicable urban county qualification notice, and that failure to comply with such requirement will void the automatic renewal of such qualification period.

SECTION 3. This agreement shall remain in effect until the Community Development Block Grant (and, where applicable, HOME and ESG) funds and program income received with respect to activities carried out during the three (3) year qualification period, including any successive qualification periods, are expended and the funded activities are completed.

SECTION 4. Pursuant to the use of the Community Development Block grant and HOME funds, if any, to be received by the County, the County may carry out HOME and Community Development programs in accordance with the approved Consolidated Plan, and/or meet other requirements of the Community Development Block Grant and HOME Programs in addition to other applicable laws.

SECTION 5. The City agrees to allow the County to perform those certain community development and housing assistance activities authorized by and specified in the Housing and Community Development Act of 1974 and HOME Investment Partnership Act as Federal funds are available to the County for that purpose within the territorial boundaries and limits of the City and agrees to cooperate with the County to the extent necessary under said Act to enable the County to perform those activities. By executing this Agreement, the City understands and acknowledges that the City:

- a. May not apply for grants from appropriations under the State CDBG Program for fiscal years during the period in which it participates in the Urban County's CDBG Program; and
- b. May receive a formula allocation under the HOME Program only through the Urban County. Thus, even if the Urban County does not receive a HOME formula allocation, the City cannot form a HOME consortium with other units of local government. (Note: This requirement does not preclude the Urban County from applying to the state for HOME funds, if the state allows.)
- c. May receive a formula allocation under the ESG Program only through the Urban County. (Note: This requirement does not preclude the Urban County or a unit of government participating with the Urban County from applying to the state for ESG funds if the state allows.)

SECTION 6. The City will cooperate with the County to the fullest extent practical in the planning and carrying out of Community Development programs, and the County will ensure that the City's citizens and its local Chief Executive have direct and frequent access

to and influence on the process by which decisions are made concerning Community Development programs which either directly or indirectly affect the City. The City agrees that the County shall have final responsibility for selecting activities and annually submitting the Consolidated Plan to HUD.

SECTION 7. The County shall, through the use of Community Development funds, provide the staff resources and other services necessary for planning and administering Community Development programs on behalf of the City.

SECTION 8. The County is authorized to withhold a reasonable and customary portion of Community Development Block Grant funds for the purpose of planning and administering of Community Development programs.

SECTION 9. Pursuant to 24 CFR 570.501(b) the City and agencies thereof are subject to the same requirements applicable to subrecipients, including the requirements of a written agreement set forth in 24 CFR 570.503.

SECTION 10. The County and the City shall take all actions necessary to assure compliance with the Urban County's certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. Both parties shall also comply with section 109 of Title I of the Community Housing and Community Development Act of 1974, which incorporates section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, and all other applicable laws and regulations.

SECTION 11. The City and County agree that the affirmative furtherance of fair housing within their respective jurisdictions and the County's compliance with its fair housing

certification, are absolute prerequisites to the receipt of Urban County CDBG funding for activities in or in support of the City. Urban County funding will not be provided for activities in or in support of the City if the City does not affirmatively further fair housing within its jurisdiction or otherwise impedes the County's actions to comply with the County's fair housing certification.

SECTION 12. Neither City nor County may terminate this Agreement prior to the end of the three (3) year funding period for which the County is seeking qualification as an Urban County, and shall extend over such period of time as may be necessary to cover all activities from project implementation to the final "close-out" audit.

SECTION 13. The City has adopted and is enforcing:

- a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
- b. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions.

SECTION 14. The City shall not obstruct or impede the implementation of the Consolidated Plan, and regardless of anything to the contrary that may be contained in this agreement, nothing in this agreement shall be interpreted or otherwise construed as allowing either party to veto, limit, or otherwise obstruct the implementation of the approved Consolidated Plan during the term of this agreement.

SECTION 15. The County has final responsibility for selecting CDBG (and, where applicable, HOME and ESG) activities and submitting the Consolidated Plan to HUD, except that if the County is a member of a HOME consortium, the consortium shall be responsible for submitting the plan developed by the County.

SECTION 16. The County and City or Town agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, including, but not limited to, urban renewal and publicly-assisted housing activities.

SECTION 17. This agreement is authorized by the County Council and the City or Town of Holly Hill, and each body authorizes its Chief Executive Officer to execute it.

SECTION 18. This agreement has been drafted and designed with the intent of meeting and adhering to federal law and regulations as they pertain to the Community Development Block Grant entitlement program and shall be interpreted and construed in such a manner as to further the legal and policy goals of such program. Should any part of this agreement be invalidated or rendered a nullity by a court of competent jurisdiction, the surviving provisions of this agreement shall remain in full force and effect to the extent it they allow feasible compliance with the applicable requirements of the CDBG entitlement program.

SECTION 19. 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 20. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Commission.

APPROVED AND AUTHENTICATED on this 23rd day of MAY, 2017.



April 24, 2017

Mr. Joseph Forte, City Manager
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

Re: **Renewal of Volusia County Cooperation Agreement
FY 2017/18, 2018/19, and 2019/20
Community Development Block Grant (CDBG)
HOME Investment Partnership Program (HOME)**

Dear Mr. Forte,

The County of Volusia Community Assistance Division invites the City of Holly Hill to continue to participate in the Volusia Urban County Community Development Block Grant (CDBG) Program for Fiscal Years 2017/18, 2018/19, and 2019/20. Volusia County may not undertake essential community development and housing assistance in units of local government in the County without the consent of the participating jurisdiction's governing body. In this instance, the consent required is the renewal of the Volusia Urban County Cooperation Agreement that the County previously signed with the cities now participating in the Volusia Urban County Program. **The automatic renewal clause of the existing Cooperation Agreements will be exercised unless the City of Holly Hill terminates the Agreement. If the City of Holly Hill elects to terminate our agreement at the end of the current period expiring on September 30, 2017, the City of Holly Hill must notify Volusia County Community Assistance and the U.S. Department of Housing and Urban Development (HUD) of their intent to do so, in writing, by June 12, 2017.** HUD correspondence should be addressed to:

Mr. Gary Causey, Director
Community Planning and Development
U.S. Department of Housing and Urban Development
Jacksonville Field Office
400 W. Bay Street, Suite 1015
Jacksonville, FL 32202

To ensure full understanding of your rights, and in accordance with the requirements of HUD, we wish to again advise the City of Holly Hill of the following:

1. The Housing and Community Development Act of 1974, as amended, provides that the population of all units of general local government included in an Urban County at

qualification shall be included in the population of such Urban County for three (3) consecutive years;

2. If the City of Holly Hill chooses to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while it is part of the urban county;
3. If City of Holly Hill chooses to remain with the urban county, it is also a participant in the HOME program and may only receive a formula allocation under the HOME Program as a part of the urban county, although this does not preclude the urban county or a unit of government within the urban county from applying to the State for HOME funds, if the State allows; and
4. If City of Holly Hill chooses to remain with the urban county, it is also a participant in the ESG program and may only receive a formula allocation under the ESG Program as a part of the urban county, although this does not preclude the urban county or a unit of government within the urban county from applying to the State for ESG funds, if the State allows;
5. If City of Holly Hill chooses to be excluded from the urban county, it must notify both Community Assistance and HUD in writing by June 12, 2017. Such election to be excluded will be effective for the entire three (3) year qualification period, Fiscal Years 2017/18, 2018/19 and 2019/20.

If you have any questions please contact Corry Brown at (386) 736-5955 ext. 12970.

Sincerely,



Diana Phillips, Manager
Housing and Grants Administration

CC: Steven Juengst, Facilities Supervisor



July 21, 2014

Mr. Kurt Swartzlander, City Manager
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

Subject: **Volusia County Cooperation Agreement
FY 2015/16 - 2017/18
Community Development Block Grant**

Dear Mr. Swartzlander:

Enclosed you will find an original executed Volusia County Community Development Block Grant (CDBG) Program Cooperation Agreement for Fiscal Years 2015/16, 2016/17, and 2017/18. This agreement does not serve as an authorization to proceed with Fiscal Year 2014/15 CDBG projects. A subrecipient agreement for those projects will be developed once Volusia County has received the official funding.

The Cooperation Agreement ensures your participation in the Volusia County Community Development Block Grant for Fiscal Years 2015/16, 2016/17, 2017/18. If you have any questions or need additional information, please contact Corry Brown at (386) 736-5955 extension 12970.

Sincerely,

A handwritten signature in blue ink that reads "Diana Phillips". The signature is fluid and cursive.

Diana Phillips, Manager
Housing and Grants Administration

CC: Jackie Maswary, Community Services Director (without enclosure)

COOPERATION AGREEMENT COMMUNITY DEVELOPMENT BLOCK GRANT

THIS AGREEMENT, is hereby entered into this 2nd day of May, 2014, by and between the City of Holly Hill, with its administrative offices located at 1065 Ridgewood Avenue, Holly Hill, FL 32117 ("City") and the County of Volusia ("County"), with its administrative offices located at 123 W. Indiana Avenue, DeLand, FL 32720.

WITNESSETH:

WHEREAS, the Housing and Community Development Act of 1974, as amended (24 USC § 93-383 et seq.) ("Act") provides that Community Development Block Grant ("CDBG") funds may be used for the support of activities that provide decent housing and suitable living environments and expanded economic opportunities principally for persons of low and moderate income; and

WHEREAS, CDBG regulations allow urban counties to enter into cooperation agreements with certain units of local government to undertake or assist in undertaking essential activities pursuant to the Community Development Block Grant program; and

WHEREAS, the County receives Community Development Block Grant Entitlement Program and HOME Investment Partnership funds; and

WHEREAS, the cooperation of the municipality with the County is essential for the successful planning and carrying out of local Community Development and HOME Programs; and

NOW, THEREFORE, the parties hereto do mutually agree as follows:

I. PURPOSE.

This Agreement covers the CDBG Entitlement program and, where applicable, the HOME Investment Partnership (HOME) and Emergency Solution Grants (ESG) Programs (*i.e.*, where the Urban County receives funding under the ESG program, or receives funding under the HOME program as an urban county or as a member of a HOME consortium).

II. GENERAL.

1. The City hereby authorizes the County to include its population in the County's Community Development Block Grant and HOME application to the U.S. Department of Housing and Urban Development for Federal Fiscal Years 2015, 2016, and 2017 appropriations. Further, the City and the County understand that:

- a. This agreement will automatically renew for participation in successive three (3) year qualification periods, unless the County or City provides written notice it elects not to participate in the new qualification period; and
 - b. If the County or the City elects not to participate in a new qualification period, the County or City making such election shall timely provide a copy of such written notice to the HUD Field Office.
 - c. By the date specified in HUD's urban county qualification notice for the next qualification period, the County will notify the City in writing of its right not to participate, and a copy of the County's notification to the City shall be sent to the HUD Field Office by the date specified in the urban county qualification schedule in Section II. of CPD Notice 14-07 or such other Section of a subsequent CPD Notice as may supersede Notice 14-07 at the time the County is required to provide such written notice to the City; and
 - d. The parties agree that in order for this agreement to comply with applicable HUD regulations, each party must adopt any amendment to this agreement incorporating changes necessary to meet the requirements for cooperation agreements set forth in an Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period. The parties further agree that such amendment must be submitted as provided in the applicable urban county qualification notice, and that failure to comply with such requirement will void the automatic renewal of such qualification period.
2. This agreement shall remain in effect until the Community Development Block Grant (and, where applicable, HOME and ESG) funds and program income received with respect to activities carried out during the three (3) year qualification period, including any successive qualification periods, are expended and the funded activities are completed. The County and City may not terminate or withdraw from this agreement while the agreement remains in effect.
 3. Pursuant to the use of the Community Development Block grant and HOME funds, if any, to be received by the County, the County may carry out HOME and Community Development programs in accordance with the approved Consolidated Plan, and/or meet other requirements of the Community Development Block Grant and HOME Programs in addition to other applicable laws.
 4. The City agrees to allow the County to perform those certain community development and housing assistance activities authorized by and specified in the Housing and Community Development Act of 1974 and HOME Investment Partnership Act as Federal funds are available to the County for that purpose within the territorial boundaries and limits of the City and agrees to cooperate with the County to the extent necessary under said Act to enable the County to perform those activities. By executing this Agreement, the City understands and acknowledges that the City:

- a. May not apply for grants from appropriations under the State CDBG Program for fiscal years during the period in which it participates in the Urban County's CDBG Program; and
 - b. May receive a formula allocation under the HOME Program only through the Urban County. Thus, even if the Urban County does not receive a HOME formula allocation, the City cannot form a HOME consortium with other units of local government. (Note: This requirement does not preclude the Urban County from applying to the state for HOME funds, if the state allows.)
 - c. May receive a formula allocation under the ESG Program only through the Urban County. (Note: This requirement does not preclude the Urban County or a unit of government participating with the Urban County from applying to the state for ESG funds if the state allows.)
5. The City will cooperate with the County to the fullest extent practical in the planning and carrying out of Community Development programs, and the County will ensure that the City's citizens and its local Chief Executive have direct and frequent access to and influence on the process by which decisions are made concerning Community Development programs which either directly or indirectly affect the City. The City agrees that the County shall have final responsibility for selecting activities and annually submitting the Consolidated Plan to HUD.
6. The County shall, through the use of Community Development funds, provide the staff resources and other services necessary for planning and administering Community Development programs on behalf of the City.
7. The County is authorized to withhold a reasonable and customary portion of Community Development Block Grant funds for the purpose of planning and administering of Community Development programs.
8. Pursuant to 24 CFR 570.501(b) the City and agencies thereof are subject to the same requirements applicable to subrecipients, including the requirements of a written agreement set forth in 24 CFR 570.503..
9. The County and the City shall take all actions necessary to assure compliance with the Urban County's certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, regarding Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and affirmatively furthering fair housing. Both parties shall also comply with section 109 of Title I of the Community Housing and Community Development Act of 1974, which incorporates section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, and all other applicable laws and regulations.
10. The City and County agree that the affirmative furtherance of fair housing within their respective jurisdictions and the County's compliance with its fair housing

certification, are absolute prerequisites to the receipt of Urban County CDBG funding for activities in or in support of the City. Urban County funding will not be provided for activities in or in support of the City if the City does not affirmatively further fair housing within its jurisdiction or otherwise impedes the County's actions to comply with the County's fair housing certification.

11. Neither City nor County may terminate this Agreement prior to the end of the three (3) year funding period for which the County is seeking qualification as an Urban County, and shall extend over such period of time as may be necessary to cover all activities from project implementation to the final "close-out" audit.
12. The City has adopted and is enforcing:
 - a. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
 - b. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within jurisdictions.
13. The City shall not obstruct or impede the implementation of the Consolidated Plan, and regardless of anything to the contrary that may be contained in this agreement, nothing in this agreement shall be interpreted or otherwise construed as allowing either party to veto, limit, or otherwise obstruct the implementation of the approved Consolidated Plan during the term of this agreement.
14. The County has final responsibility for selecting CDBG (and, where applicable, HOME and ESG) activities and submitting the Consolidated Plan to HUD, except that if the County is a member of a HOME consortium, the consortium shall be responsible for submitting the plan developed by the County.
15. The County and City or Town agree to cooperate to undertake, or assist in undertaking, community renewal and lower income housing assistance activities, including, but not limited to, urban renewal and publicly-assisted housing activities.
16. This agreement is authorized by the County Council and the City or Town of Holly Hill, and each body authorizes its Chief Executive Officer to execute it.
17. This agreement has been drafted and designed with the intent of meeting and adhering to federal law and regulations as they pertain to the Community Development Block Grant entitlement program and shall be interpreted and construed in such a manner as to further the legal and policy goals of such program. Should any part of this agreement be invalidated or rendered a nullity by a court of competent jurisdiction, the surviving provisions of this agreement shall remain in full

force and effect to the extent it they allow feasible compliance with the applicable requirements of the CDBG entitlement program.

18. This agreement constitutes the complete and entire agreement between the parties, which agreement supersedes all proposals, oral or written, and all other communication between the parties related to the subject matter of this agreement. **IN WITNESS WHEREOF**, The City and the County have executed this Agreement as of the date first written above.

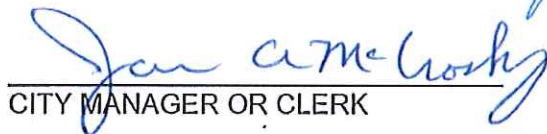
CITY OR TOWN
COUNCIL OR COMMISSION


CHAIRPERSON OR MAYOR

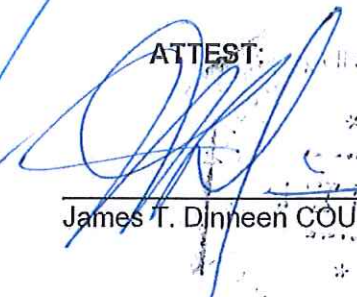
VOLUSIA COUNTY COUNCIL


Jason P. Davis, CHAIR

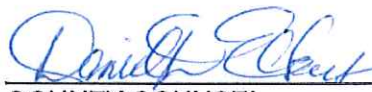
ATTEST:


CITY MANAGER OR CLERK

ATTEST:


James T. Dinneen COUNTY MANAGER

The terms and provision of this Agreement are fully authorized under applicable State and Local law and provide full legal authority for the County to undertake or assist in undertaking essential community renewal and lower income housing assistance activities, including urban renewal and publicly-assisted housing.


COUNTY COUNSEL
Daniel D. Eckert
County Attorney



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

**City Commission
Ordinance**

MEETING DATE: May 23, 2017
FROM: Thomas Harowski
SUBJECT: Ordinance 2994 An Ordinance of the City of Holly Hill, Florida,
Amending the Land Development Regulations by Deleting
Section 110-10 (J) Certification of Design from Chapter 110
Signs; Providing for Conflicting Ordinances; Providing for
Severability; and Providing for an Effective Date.
NUMBER: (ID # 1663)
APPLICANT: Thomas Harowski
PLANNER:

DISCUSSION:

Section 110-10 (J) of the City's sign regulations conflict with the Florida Building Code in that the City regulations appear to exclude some signs from permit review that require review under the building code. The requested change is the deletion of Section 110-10 (j) from the sign regulations to remove any conflicts and allow the Florida Building Code to govern the review of signs for construction permitting.

FISCAL

ANALYSIS:

There is no fiscal impact from this action.

STAFF

RECOMMENDATION:

The Board of Planning and Appeals reviewed this issue at their May 1, 2017 regular meeting and recommended the revision. Staff also recommends the requested change.

MOTION:

**APPROVE FIRST READING OF ORDINANCE 2994, AMENDING THE
LAND DEVELOPMENT REGULATIONS BY DELETING SECTION 110-
10 (J) CERTIFICATION OF DESIGN FROM CHAPTER 110 SIGNS;
PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR
SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

ATTACHMENTS:

- Z-2017-05 BOPA Staff Report (DOC)

Ordinance No. (ID # 1663)**ORDINANCE 2994 AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE LAND DEVELOPMENT REGULATIONS BY DELETING SECTION 110-10 (J) CERTIFICATION OF DESIGN FROM CHAPTER 110 SIGNS; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.****ORDINANCE 2994**

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE LAND DEVELOPMENT REGULATIONS BY DELETING SECTION 110-10 (J) CERTIFICATION OF DESIGN FROM CHAPTER 110 SIGNS; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Holly Hill, Volusia County, Florida, has adopted a comprehensive plan pursuant to, and in compliance with 163.3161 et. Seq., Florida Statutes; and

WHEREAS, the City Commission, as authorized by 163.3202, Florida Statutes, has enacted and does enforce the Land Development Regulations, based on, related to, and as a means to implement its adopted comprehensive plan; and

WHEREAS, the City Commission has adopted the Florida Building Code which includes regulations for the construction of signs; and

WHEREAS, the Florida Building Code, as a State Law, assumes the regulatory authority for the construction of signs; and

WHEREAS, Section 110-10 (j) of the City of Holly Hill Land Development Regulations conflicts with portions of the Florida Building Code; and

WHEREAS, the Holly Hill Board of Planning and Appeals has recommended

that Section 110-10 (j) be deleted from the City of Holly Hill Land Development Regulations;
and

WHEREAS, the City Commission has determined that it is necessary to amend its Land Development Regulations as herein provided in order to more effectively implement and is consistent with its adopted comprehensive plan.

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

SECTION 1. Section 110-10 (j) of the City of Holly Hill Land Development Regulations is hereby deleted from the code.

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 be posted at City Hall as required by law.

SECTION 5. That this Ordinance shall become effective immediately upon adoption.

**APPROVED AND AUTHENTICATED on this 23rd day of MAY, 2017 for
first reading.**



STAFF REPORT

City of Holly Hill
Community Development Department

Board of Planning and Appeals *Agenda Item*

DATE: February 21, 2017
SUBJECT: Sign Code Amendment
APPLICANT: City of Holly Hill
NUMBER: Z-2017-05
PLANNER: Thomas Harowski, AICP

INTRODUCTION: This application is being submitted by the City to amend Section 110-10 of the land development regulations regarding the design, construction and location of permanent signs to eliminate a conflict between the City's sign regulations and the Florida Building Code.

BACKGROUND: The City's land development regulations include Chapter 110 regulating signs. Section 110-10 includes regulations on the design, construction and location of permanent signs. One of these projections, Sub-paragraph J Certification of Design conflicts with the Florida Building Code regarding permitting and review of plans. The current City code reads:

(J) *Certification of design.* The following signs shall be designed and certified by a state-registered engineer or a state-certified sign contractor:

- (1) Building signs that project perpendicularly from the surface to which the sign is attached and that are more than 24 square feet in area.
- (2) Ground signs of more than ten feet in height and 64 square feet in area.

The Building Code section assumes control over the review of construction plans regardless of the size or height of the sign. The specific language is as follows:

Appendix H

H105.2 Permits Drawings and Specifications. Where a permit is required, as provided in Chapter 1, construction documents shall be required. These documents shall show the dimensions, material and required details of construction, including loads, stresses and anchors.

DISCUSSION: The staff is requesting the BOPA and City Commission delete Subsection J from the code so there is no confusion over the application of the building code to sign permits issued by the City.

STAFF REPORT

City of Holly Hill
Community Development Department

RECOMMENDATION: Recommend the City Commission approve the deletion of Section 110-10(J) from the City's sign regulations.



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

**City Commission
Agenda Item**

MEETING DATE: May 23, 2017
FROM: Thomas Harowski
SUBJECT: 1598 Nova Road Special Exception - Request for Special Exception
Approval to Permit Self-Service Gasoline Pumps in the CC-1
Zoning District
NUMBER: (ID # 1667)
APPLICANT: Chelsea Anderson, Attorney for Owner
PLANNER: Thomas Harowski

INTRODUCTION: The applicant is proposing to develop a convenience store with gas pumps at 1598 Nova Road (southwest corner of Nova Road and LPGA Boulevard). The property is zoned CC-1 and Section 114-596 (6) defines self-service automobile fuel stations as a special exception. The applicant is seeking special exception approval for the gasoline sales in advance of submitting a site plan for review.

BACKGROUND: The subject property is designated as General Commercial on the future land use map and zoned CC-1 Commercial Corridor which is consistent with the comprehensive plan. The subject property is approximately 1.1 acres located at the southwest corner of Nova Road and LPGA Boulevard. The property is largely cleared and contains no structures. The following chart shows the current land use and zoning designations.

	Current Use	Land Use	Zoning
North	Walgreens	General Commercial	CC-1
East	Holly Hill S.C.	General Commercial	B-2
East	Sav-a-Lot	General Commercial	B-4
South	Auto Repair	Mixed	I-1
West	Residential	Urban Medium Intensity	R-5

The residential development to the west of the subject property is separated from the site by an unopened 50-foot right-of-way identified as Hickory Avenue. Beginning west of Hickory Avenue right-of-way the houses front onto LPGA Boulevard.

LPGA Boulevard is a 4-lane County arterial road and Nova Road is a 6-lane State arterial road. Medians are in place on both LPGA Boulevard and Nova Road so that access to the subject site will be limited to right-in, right-out access. The applicant has submitted a traffic impact analysis which finds that:

The development meets City of Holly Hill's Comprehensive Plan requirements with respect to the impacts to the surrounding roadway network...sufficient capacity is indicated along Nova Road and LPGA Boulevard ... both with and without the proposed special exception and site plan approval.

The applicant has submitted a completed application for the special exception and provided a conceptual site plan locating proposed buildings, access points, parking, fueling stations and buffer areas. The concept plan is provided to show the intended use of the site and demonstrate compliance with the special exception requirements. Approval of the special exception does not grant approval of the site plan. Site plan approval will follow the special exception action using the City's normal site plan review process.

DISCUSSION: The applicant has submitted an analysis of the proposed development in comparison to the general criteria for a special exception approval and the specific site review criteria set forth in Section 114-682. Copies of these responses are included as attachments to the agenda item. Staff concurs with the findings offered by the applicant. (Note: the distance to schools response is based on Hurst Elementary School which is no longer active. The Holly Hill School is the closest public or private school and exceeds the 300 foot separation requirement.)

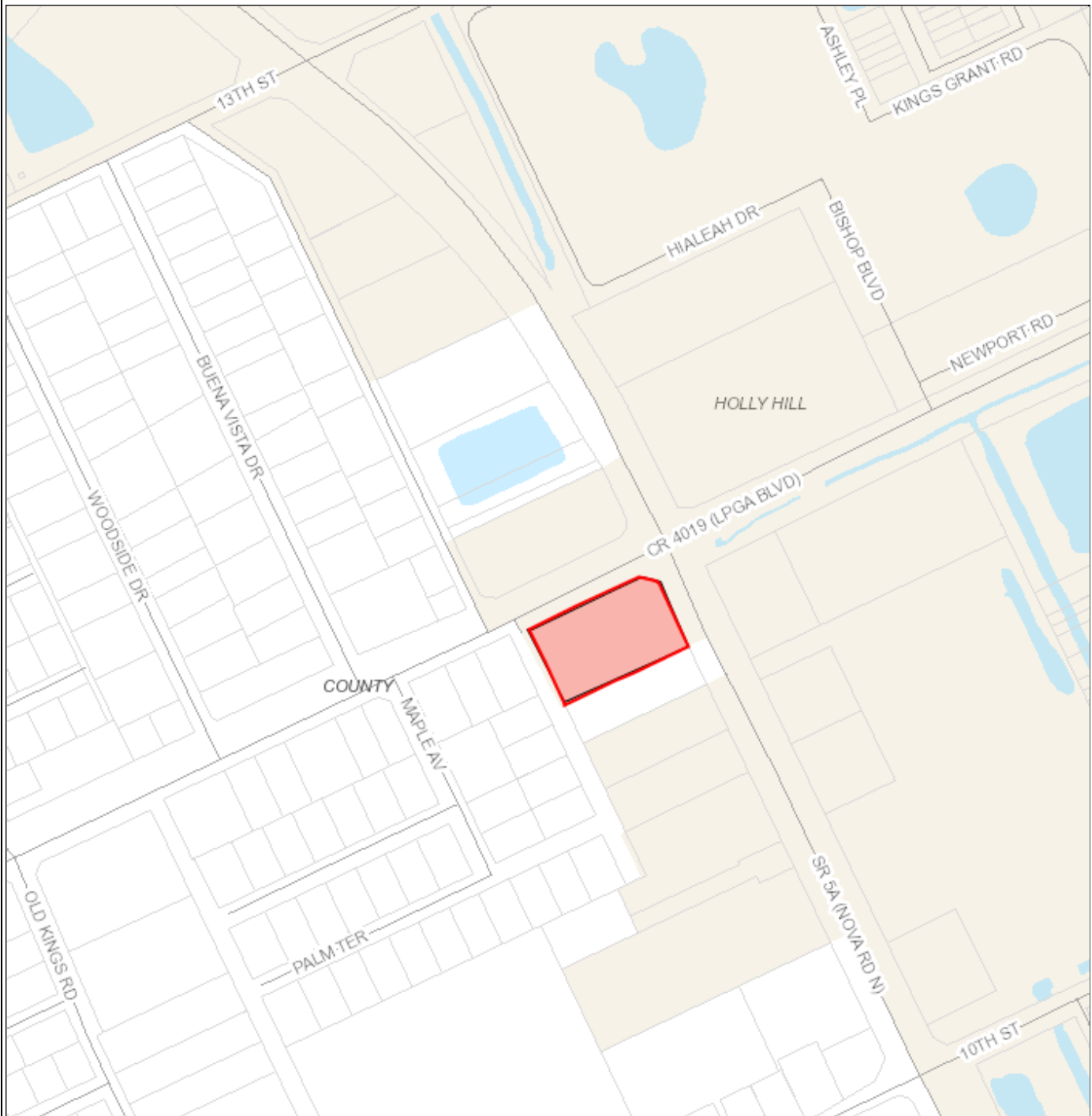
Note that the alcoholic beverage sales will need to conform to the City of Holly Hill regulations and not Volusia County as stated in the applicant's submittal.

FISCAL ANALYSIS: The developed site will yield additional property tax revenue and normal fees and charges for service.

RECOMMENDATION: Staff recommends approval of the special exception request as the applicant has demonstrated compliance with the special exception criteria set for in Section 82-346 and Section 114-682.

- SE-2017-02 Location Map (PDF)
- Survey (PDF)
- Site Plan (PDF)
- General Land Development Application (PDF)
- Holly Hill Special Exception Application - Signed Application, Letter and Written Petition (no encls) (PDF)

1598 NOVA RD. LOCATION MAP

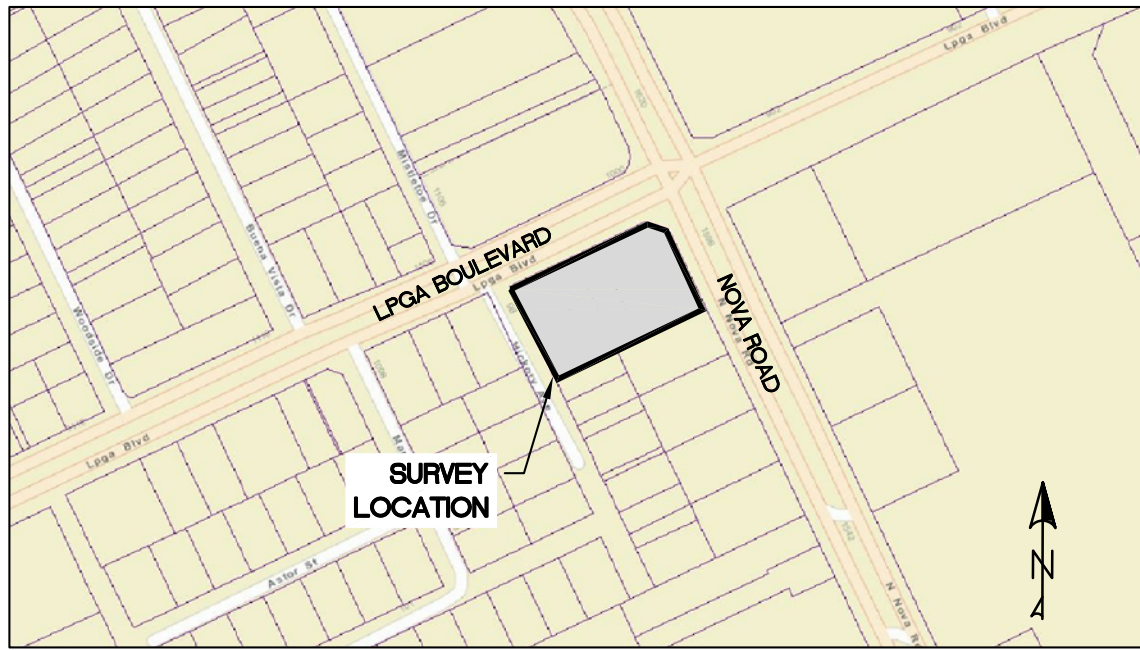


Scale 1/4,000 - 1 in = 333 ft
 Date Created:
 08-May-17 11:50 AM

DISCLAIMER: This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Use at your own risk.
 SOURCE: PARCEL DATA, VOLUSIA COUNTY PROPERTY APPRAISER

Attachment: SE-2017-02 Location Map (1667 : 1598 Nova Road Special Exception)

ALTA / NSPS LAND TITLE SURVEY
7-ELEVEN, INC.
1598 NOVA ROAD, HOLLY HILL
SECTION 37, TOWNSHIP 16 SOUTH, RANGE 33 EAST
VOLUSIA COUNTY, FLORIDA



VICINITY MAP
NOT TO SCALE

LEGAL DESCRIPTION:

PARCEL #1
BEGINNING AT THE POINT OF INTERSECTION OF THE SOUTHERN RIGHT-OF-WAY OF 11TH ST. AND THE WESTERN RIGHT-OF-WAY LINE OF CANAL RD. (ST. RD. SA) AND RUNNING THENCE IN A SOUTHERN DIRECTION ALONG THE WESTERN RIGHT-OF-WAY LINE OF CANAL RD. (ST. RD. SA) A DISTANCE OF TWO HUNDRED (200) FEET TO A POINT; THENCE IN A WESTERLY DIRECTION AND FORMING AN INTERIOR ANGLE OF 90 DEGREES WITH A DISTANCE OF TWO HUNDRED (200) FEET TO A POINT; THENCE IN AN EASTERLY DIRECTION ALONG THE SOUTHERN RIGHT-OF-WAY LINE OF 11TH STREET AND FORMING AN INTERIOR ANGLE OF 90 DEGREES WITH THE PRECEDING LINE A DISTANCE OF ONEHUNDRED FIFTY (150) FEET TO THE POINT OF BEGINNING.
ALSO DESCRIBED AS:
THE NORTHERLY 200 FEET OF THE EASTERLY 150 FEET OF LOT 47, WILDERSON REPLAT OF LOTS 6 AND 7, BLOCK 4, MASON AND CARSWELL'S HOLLY HILL, ACCORDING TO THE PLAT OF RECORDS IN MAT BOOK 23, PAGE 112, PUBLIC RECORDS OF COLLUSIA COUNTY, FLORIDA.
AS WELL AS AND INCLUDING:
PARCEL #2
LOTS 45, 46, NORTH 25 FEET OF LOT 44 AND NORTH 200 FEET OF WEST 50 FEET OF LOT 47, ALL OF WILKERSON RELAT, MAP BOOK 23, PAGE 112, PER OFFICIAL RECORDS 2430, PAGE 346, VOLUSIA COUNTY, FLORIDA.
LESS & EXCEPT THE FOLLOWING TWO PARCELS:
BEGIN AT THE NORTH WEST CORNER OF LOT 46 OF SAID WILKERSON REPLAT; THENCE NORTH 64 DEGREES 20'09" EAST ALONG THE NORTH LINE OF LOT 46 AND 47, A DISTANCE OF 247.54 FEET TO THE WEST RIGHT-OF-WAY LINE OF NOVA ROAD (S.R. SA); THENCE 35.55 FEET; THENCE, CONTINUE ALONG SAID WEST RIGHT-OF-WAY LINE, SOUTH 25 DEGREES 37'58" EAST A DISTANCE OF 18.70 FEET; THENCE DEPARTING SAID RIGHT-OF-WAY LINE, NORTH 70 DEGREES 38'54" WEST A DISTANCE OF 42.41 FEET; THENCE SOUTH 64 DEGREES 20'00" WEST A DISTANCE OF 269.52 FEET TO A POINT ON THE WEST LINE OF LOT 47; THENCE NORTH 25 DEGREES 41'23" WEST ALONG SAID WEST LINE, A DISTANCE OF 12.00 FEET TO THE POINT OF BEGINNING.
LESS AND EXCEPT:
THAT PORTION OF: THE NORTHERLY 200 FEET OF THE EASTERLY 150 FEET LOT 47, LESS THAT PORTION LYING WITHIN THE EXISTING RIGHT-OF-WAY OF NOVA ROAD, WILKERSON REPLAT OF LOTS 6 AND 7, BLOCK 4, MASON AND CARSWELL'S SUBDIVISION OF HOLLY HILL, AS RECORDED IN MAP BOOK 23, PAGE 112, PUBLIC RECORDS OF COLLUSIA COUNTY, FLORIDA, SECTION 42, TOWNSHIP 14 SOUTH, RANGE 32 EAST, LYING WITHIN THE FOLLOWING DESCRIBED PARCEL OF LAND:
BEGIN AT THE INTERSECTION OF THE EXISTING NORTHERLY RIGHT-OF-WAY LINE OF TENTH STREET AND THE EXISTING WESTERLY RIGHT-OF-WAY LINE OF NOVA ROAD; THENCE FROM AN EXISTING IRON ROD #3794, RUN SOUTH 64 DEGREES 19'34" WEST, ALONG SAID NORTHERLY RIGHT-OF-WAY LINE 245.00 FEET; THENCE NORTH 61 DEGREES 34'27" EAST 177.12 FEET; THENCE NORTH 25 DEGREES 17'04" EAST 53.72 FEET TO A POINT ON A CURVE CONCAVE EASTERLY AND HAVING A RADIUS OF 2923.79 FEET AND A CHORD BEARING NORTH 26 DEGREES 43'45" WEST; THENCE NORTHERLY ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 02 DEGREES 00'04" A DISTANCE OF 102.12 FEET; THENCE NORTH 25 DEGREES 59'33" EAST, ALONG THE EXISTING SOUTHERLY RIGHT-OF-WAY LINE OF ELEVENTH STREET, 29.92 FEET; THENCE SOUTH 70 DEGREES 56'14" EAST 28.25 FEET TO THE EXISTING WESTERLY RIGHT-OF-WAY LINE OF NOVA ROAD; THENCE SOUTH 25 DEGREES 52'03" EAST, ALONG SAID WESTERLY RIGHT-OF-WAY LINE OF NOVA ROAD, 1257.58 FEET TO THE POINT OF BEGINNING.

SURVEYOR'S NOTES:

- THIS IS A BOUNDARY SURVEY AS DEFINED IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE. SAID SURVEY MEETS THE "STANDARDS OF PRACTICE" FOR SURVEYING AND MAPPING, AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.
- THE BOUNDARY SURVEY SHOWN HEREON WAS PREPARED UTILIZING THE DESCRIPTION AS SHOWN ON THE TITLE COMMITMENT AS PROVIDED BY THE CLIENT.
- THE BEARINGS SHOWN HEREON ARE BASED UPON THE NORTH AMERICAN DATUM 1983, 2011 ADJUSTMENT, FLORIDA STATE PLANE, COORDINATE SYSTEM, WEST ZONE. THIS REFERENCE WAS ESTABLISHED BY USING TOPCON GPS RECEIVERS WITH THE TRIMBLE REFERENCE NETWORK. NO LOCAL CONTROL WAS LOCATED TO USE AS A CHECK TO THIS BASIS OF BEARINGS. THE OBSERVED BEARING OF SOUTH 23° 59' 24" EAST FOR THE WEST RIGHT OF WAY LINE OF NOVA ROAD, WAS USED AS A BASIS FOR THIS SURVEY.
- THE ELEVATIONS SHOWN HEREON ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88) AND ARE BASED UPON THE FOLLOWING CITY OF SOUTH DAYTONA BENCHMARK:
"BM-19", DISK FOUND IN CATCH BASIN AT N.E. CORNER OF MADELINE AVENUE AND SAULS STREET;
ELEVATION = 7.42'
- THIS SURVEY WAS PERFORMED UTILIZING G.P.S.-R.T.K. PROCEDURES AND TRADITIONAL SURVEY PROCEDURES WITH REDUNDANT MEASUREMENTS, AND HAS A HORIZONTAL AND VERTICAL POSITIONAL TOLERANCE OF 0.10 FEET.
- ALL DISTANCES SHOWN HEREON ARE IN U.S. SURVEY FEET AND DECIMALS THEREOF AND ARE CALCULATED UNLESS OTHERWISE NOTED.
- THE LANDS BOUND BY THIS SURVEY ARE LOCATED WITHIN AN AREA HAVING A FLOOD ZONE DESIGNATIONS "X" "X SHADED" AND "A" (BASE FLOOD ELEVATIONS AND FLOOD HAZARD FACTORS NOT DETERMINED) BY THE FEDERAL MANAGEMENT AGENCY (FEMA) AS SCALED FROM FLOOD INSURANCE RATE MAP NUMBER 12127C0369H, DATED FEBRUARY 19, 2014, WHICH IS THE CURRENT FLOOD INSURANCE RATE MAP FOR THE COMMUNITY THIS PARCEL IS SITUATED IN.
- THE EXPECTED USE OF THE LAND BOUND BY THIS SURVEY, AS CLASSIFIED IN THE "STANDARDS OF PRACTICE" IS "COMMERCIAL" WITH THE MINIMUM LINEAR CLOSURE FOR THIS TYPE OF BOUNDARY SURVEY TO BE 1 FOOT IN 10,000 FEET (1:10,000). THE ACCURACY OBTAINED BY MEASUREMENT, OBSERVATION AND CALCULATION OF THE CLOSED GEOMETRIC FIGURE FOR THIS SURVEY WAS DETERMINED TO MEET SAID REQUIREMENT.
- THIS SURVEY IS NOT VALID WITHOUT THE SIGNATURE AND RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
- ADDITIONS OR DELETIONS TO THIS SURVEY MAP OR REPORT BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT THE WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
- THERE IS NO OBSERVABLE EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS.
- THERE IS NO OBSERVABLE EVIDENCE OF THE SITE BEING USED AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL.

SURVEYOR'S CERTIFICATION:

TO: 7-ELEVEN, INC., A TEXAS CORPORATION
FIRST AMERICAN TITLE INSURANCE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2011 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1-5, 6(a), 8, 11(a), 13, 16, 17, 18, 20 AND 21 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON MARCH 22, 2017.

I CERTIFY THAT THIS "ALTA/ACSM LAND TITLE SURVEY" MEETS THE STANDARDS OF PRACTICE SET FORTH IN RULE 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE.

DATE OF PLAT OR MAP: MARCH 23, 2017
DATE OF REVISED THROUGH:

KURT STAFFLINGER
FLORIDA SURVEYOR AND MAPPER
REGISTRATION No. 5496
kstafflinger@bowmanconsulting.com

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

BOWMAN CONSULTING GROUP, LTD., INC.
FLORIDA CERTIFICATE OF AUTHORIZATION NUMBER LB 8030
(LB 8030 = LICENSED BUSINESS NUMBER 8030)

LEGEND:

- PEDESTRIAN CROSSING LIGHT
- GUY ANCHOR
- FIRE HYDRANT
- SION
- FIRC - FOUND IRON ROD
- SIRC - SET IRON ROD
- WATER VALVE
- SPOT ELEVATION
- RISER
- TRAFFIC SIGNAL HAND HOLE
- FIBER OPTICS HAND HOLE
- VAULT
- WOOD POST
- MONITORING WELL
- WATER SPIGOT
- LIFT STATION
- UNKNOWN MANHOLE
- BOLLARD
- ELECTRICAL RISER BOX
- CONCRETE POWER POLE
- GAS VALVE
- WATER METER
- BACKFLOW PREVENTER
- VENT PIPE
- TRAFFIC SIGNAL POLE
- GAS METER
- GRATE INLET
- LIGHT POLE
- GAS METER
- CLEAN OUT
- CONTOUR LINE
- OVERHEAD WIRES
- DEED DATA
- MEASURED DATA
- ASPHALT
- CURB INLET
- COMPRESSOR
- ELEVATION
- FINISHED FLOOR ELEVATION
- HIGH DENSITY POLYETHYLENE
- INVERT
- MAST ARM
- NORTH AMERICAN VERTICAL DATUM
- OFFICIAL RECORDS BOOK
- REINFORCED CONCRETE PIPE
- PEDESTRIAN CROSSING LIGHT
- PAGE
- PLAT BOOK
- POINT OF BEGINNING
- PREVIOUS SURVEY
- POLYVINYL CHLORIDE PIPE
- RIGHT OF WAY
- SQ.FT.
- TYP
- VERTICAL CURB

TREE LEGEND:

- SWEETGUM TREE
- OAK TREE

ZONING:

ZONING DISTRICT
CC - COMMUNITY COMMERCIAL

SETBACK REQUIREMENTS
NONE FOUND IN THE COUNTY BUILDING CODE

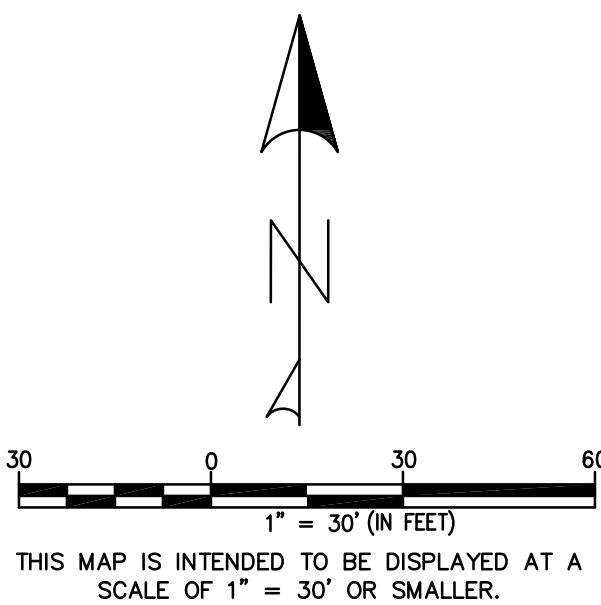
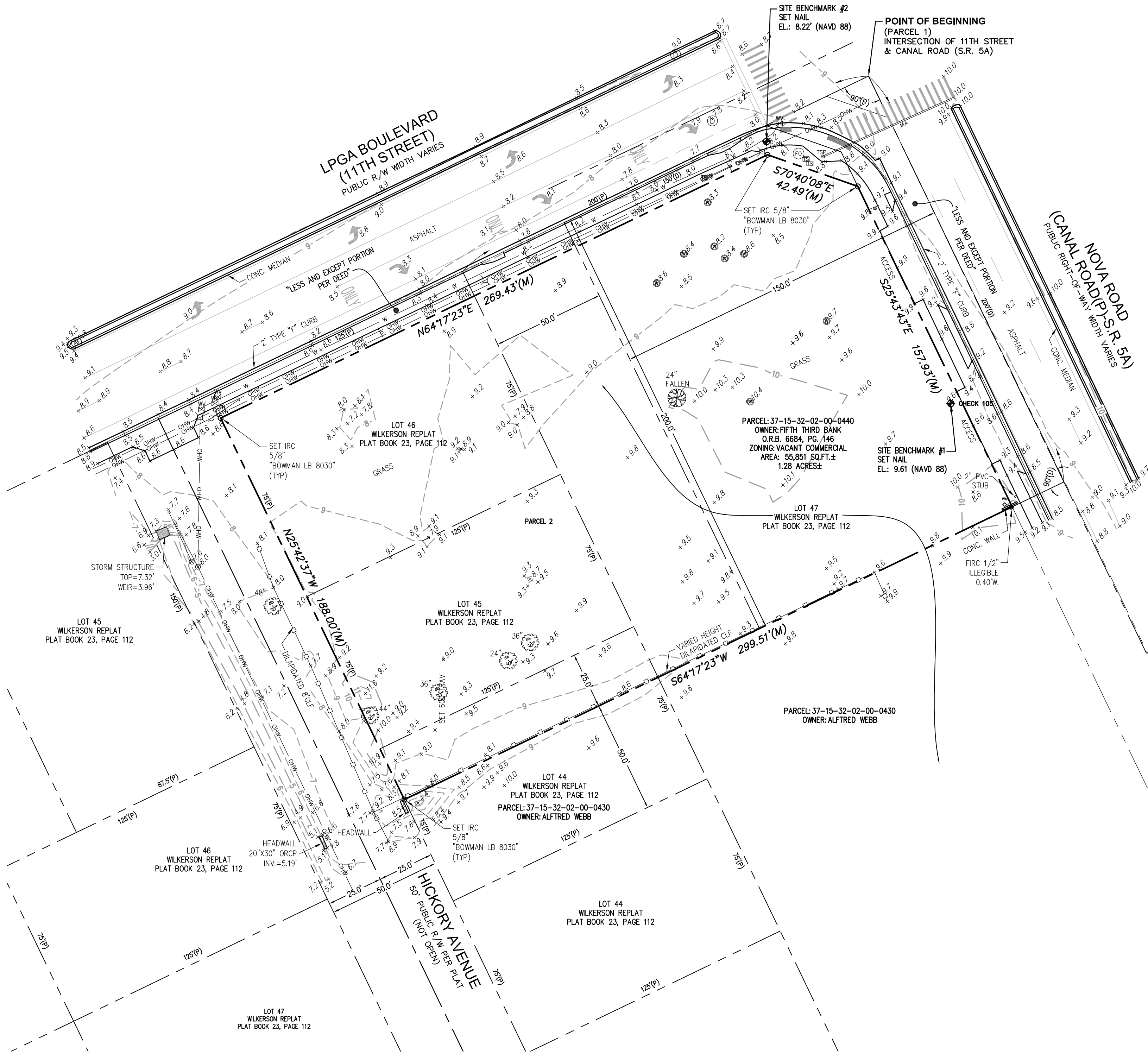
TITLE COMMITMENT:

FIRST AMERICAN TITLE INSURANCE COMPANY
FILE NUMBER: 1002-208665-RTT
EFFECTIVE DATE: NOVEMBER 15, 2016

SCHEDULE B - PART II

ITEMS 1 THROUGH 8 ARE STANDARD EXCEPTIONS - NO COMMENTS

- PROVISIONS OF THE PLAT OF WILKERSON REPLAT OF LOTS 6 AND 7, BLOCK 4, MASON AND CARSWELL'S HOLLY HILL, RECORDED IN PLAT BOOK 23, PAGE 112, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA. (AFFECTS, NOTHING TO PLOT)
- DEED RESTRICTIONS, RESERVATIONS OF ACCESS AND COVENANTS AGAINST RESIDENTIAL USE AS SET OUT IN THAT CERTAIN SPECIAL WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 5987, PAGE 3419 (AFFECTS, NOTHING TO PLOT)
- ORDINANCE NO. 2555, BY THE CITY OF HOLLY HILL, FLORIDA, RECORDED IN OFFICIAL RECORDS BOOK 4409, PAGE 3201, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA. (AFFECTS, NOTHING TO PLOT)
- ORDINANCE NO. 2556, BY THE CITY OF HOLLY HILL, FLORIDA, RECORDED IN OFFICIAL RECORDS BOOK 4409, PAGE 3216, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA. (AFFECTS, NOTHING TO PLOT)
- ORDINANCE NO. 2559, BY THE CITY OF HOLLY HILL, FLORIDA, RECORDED IN OFFICIAL RECORDS BOOK 4426, PAGE 3977, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA. (AFFECTS, NOTHING TO PLOT)
- RESTRICTIONS SET OUT IN SPECIAL WARRANTY DEED RECORDED IN OFFICIAL RECORDS BOOK 6118, PAGE 2433, OF THE PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA. (AFFECTS, NOTHING TO PLOT, AGREEMENT TO NO SALE OF MOTOR FUELS)



THIS MAP IS INTENDED TO BE DISPLAYED AT A SCALE OF 1" = 30' OR SMALLER.

ALTA BOUNDARY AND TOPOGRAPHIC SURVEY

7-ELEVEN, INC.

3500 NOVA ROAD, PORT ORANGE

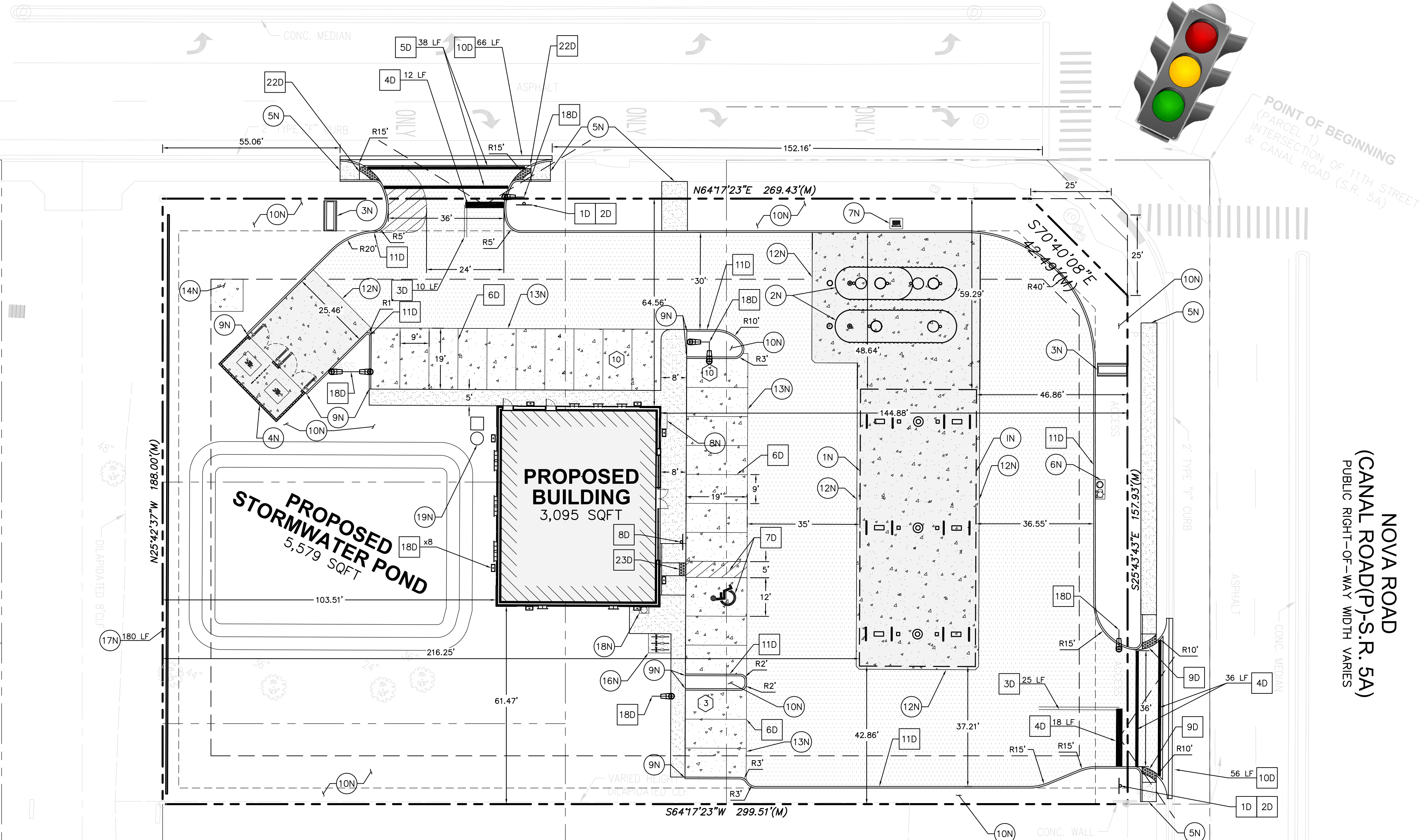
VOLUSIA COUNTY

FLORIDA

Bowman Consulting Group, Ltd.
4450 W. Eau Gallie Blvd
Suite 232
Melbourne, FL 32934
Phone: (321) 255-5434
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www.bowmanconsulting.com
© Bowman Consulting Group, Ltd.

Bowman
CONSULTING GROUP, LTD.

LPGA BOULEVARD
(11TH STREET)
PUBLIC R/W WIDTH VARIES



GENERAL SITE NOTES

2. ALL PARKING DIMENSIONS SHOWN ARE TO THE FACE OF CURB.
3. ALL EXISTING EASEMENTS, RIGHTS-OF-WAY, AND LOT LINES MAY NOT BE SHOWN, REFER TO THE ALTA/ACSM LAND TITLE SURVEY PREPARED BY BOWMAN CONSULTING INC., JOB NUMBER 010063-02-103.
4. PRE-CONSTRUCTION MEETING WITH CITY ENGINEER SHALL BE HELD PRIOR TO CONSTRUCTION COMMENCEMENT.
5. THE PROJECT IS COMPRISED OF MULTIPLE LAND DONATIONS, DEDICATIONS, AND EASEMENTS WHICH HAVE BEEN OMITTED FROM THIS PLAN FOR CLARITY. REFER TO THE SURVEY PREPARED BY BOWMAN CONSULTING INC., BOUNDARY AND TOPOGRAPHIC SURVEY, JOB NUMBER 010063-02-103.
6. CITY OF HOLLY HILL SHALL BE GIVEN AT LEAST 48 HOURS NOTICE PRIOR TO PERFORMING ANY INSPECTIONS.
7. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE PROJECT PLANS, THE CURRENT EDITION OF THE FOOT DESIGN STANDARDS (600 SERIES) AND THE LATEST OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD).
8. ALL MECHANICAL EQUIPMENT TO BE ROOF MOUNTED AND SCREENED FROM VIEW.
9. CONTRACTOR TO PROVIDE AS-BUILTS OF ALL IMPROVEMENTS TO THE SITE, PERFORMED BY A LICENSED SURVEYOR IN THE STATE OF FLORIDA, AS-BUILTS TO INCLUDE HORIZONTAL AND VERTICAL LOCATIONS OF ALL IMPROVEMENTS, ELEVATIONS OF PIPES AT CROSSING POINTS MUST BE SUFFICIENT TO IDENTIFY MINIMUM SEPARATION OF UTILITIES AS DEFINED BY F.A.C. RULE D-62-555.314. IN ADDITION TO THE AFOREMENTIONED AS-BUILTS MUST MEET ALL LOCAL AND JURISDICTIONAL REQUIREMENTS FOR CERTIFICATION OF CONSTRUCTION.
10. SURROUNDING DEVELOPMENT AND ELEVATIONS WERE DETERMINED FROM DESIGN DRAWINGS BY OTHERS. CONTRACTOR TO FIELD VERIFY ALL ELEVATIONS AND DIMENSIONS PRIOR TO CONSTRUCTION AND CONTACT THE CITY OF HOLLY HILL, IF ANY DISCREPANCIES ARE NOTED.
11. BILLBOARD AND POLE SIGNS SHALL BE PROHIBITED. GROUND AND FASCIA SIGNS SHALL COMPLY WITH CITY OF HOLLY HILL.
12. PROJECT TO BE COMPLETED IN ONE PHASE IN COMPLIANCE WITH THE COMMERCIAL DESIGN STANDARDS SET FORTH IN THE CITY OF HOLLY HILL CODE.
13. IN ACCORDANCE WITH ANY VARIATIONS FROM CITY CODE MINIMUM STANDARDS REPRESENTED ON THIS PLAN THAT HAVE NOT BEEN EXPRESSLY APPROVED BY THE CITY COMMISSION ARE INVALID.
14. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF HOLLY HILL ZONING ORDINANCE, APPROVAL OF FINAL CONSTRUCTION PLANS.

SITE DATA

CURRENT LAND USE CLASSIFICATION:	VACANT LOT
FUTURE LAND USE CLASSIFICATION:	GENERAL RETAIL COMMERCIAL
CURRENT ZONING CLASSIFICATION:	COMMERCIAL CORRIDOR DISTRICT (CC-1)
CURRENT LOCAL JURISDICTION:	CITY OF HOLLY HILL
OVERLAY DISTRICT:	REDEVELOPMENT OVERLAY DISTRICT
FLOOD ZONE CLASSIFICATION:	ZONE X- FEMA PANEL NO 12127C0356H, DATED 2/19/2014

DIRECTION	PROPERTY USE	CURRENT LAND USE AND ZONING		FUTURE LAND USE AND ZONING	
EAST	BANK	PLANNED SHOPPING CENTER DISTRICT	B-2	GENERAL RETAIL COMMERCIAL	*
SOUTH	AUTO BODY SHOP	LIGHT INDUSTRIAL	I-1	MIXED USE	MXZ
WEST	RESIDENTIAL	URBAN SINGLE FAMILY RESIDENTIAL	R-5	URBAN MEDIUM DENSITY	UMI
NORTH	PHARMACY	COMMERCIAL CORRIDOR DISTRICT	CC-1	GENERAL RETAIL COMMERCIAL	*

SITE AREA CALCULATIONS

TOTAL SITE AREA	55,851 SF (1.28 AC.±)	(100%)
IMPERVIOUS AREA	3,095 SF (0.07 AC.±)	(5.6%)
BUILDING	31,859 SF (0.73 AC.±)	(57.0%)
SIDEWALK/PAVEMENT		
PERVIOUS AREA	20,897 SF (0.48 AC)	(37.4%)
OPEN SPACE		
F.A.R.	3,095/55,851 =	0.05

○ NOTES

- 21N FUELING CANOPY (FOR FUELING PLANS)
- 22N UNDERGROUND STORAGE TANKS (PER FUELING PLANS)
- 30N MONUMENT SIGN
- 31N DUMPSTER ENCLOSURE, PER ARCH PLANS, COLOR & FINISH SHALL MATCH BUILDING
- 50N CONNECT TO EXISTING SIDEWALK, MATCH EXISTING ELEVATIONS
- 60N AIR CONDITIONING MACHINE (PER FUELING PLANS)
- 70N FUELING VENT PIPES (PER FUELING PLANS)
- 80N PROPANE STORAGE AREA
- 90N END CURB
- 100N LANDSCAPE AREA (SEE LANDSCAPE PLANS)
- 110N LIGHT FIXTURES (SEE LIGHTING PLANS)
- 120N LIMIT OF HEAVY DUTY CONCRETE PAVEMENT
- 130N LIMIT OF STANDARD DUTY CONCRETE PAVEMENT
- 140N ELECTRICAL TRANSFORMER WITH 10' X 10' PAD
- 150N BICYCLE RACKS (SEE BICYCLE PLANS)
- 160N BICYCLE PARKING CONSISTENT WITH CITY OF HOLLY HILL CODE OF ORDINANCE, SEE DETAIL SHEET D.3.0
- 170N NOT USED
- 180N CARBON DIOXIDE (CO2) STORAGE CAGE
- 190N LOT

DETAILS

- 10 36" X 36" STOP SIGN, PRT MUTCD STANDARD R1-1
20 30" X 30" RIGHT TURN ONLY SIGN, PRT MUTCD STANDARD R3-5R.
30 DOUBLE YELLOW SOLID LINE STRIPE, PRT FDOT STANDARD INDEX 17346,
40 8" LENGTH INDICATED AT SYMBOL
50 24" WIDE WHITE THERMO PLASTIC STOP BAR, PRT FDOT STANDARD INDEX
60 17346, SEE LENGTH INDICATED AT SYMBOL
70 12" WIDE WHITE THERMO PLASTIC CROSS WALK STRIPING, PRT FDOT
80 STANDARD INDEX 17346, SEE LENGTH INDICATED AT SYMBOL
90 WHITE PARKING LOT STRIPING, PRT FDOT STANDARD INDEX 17346
100 ADA PARKING STRIPING, PRT DETAIL SHEET D5.0
110 ADA SIGN PER DETAIL SHEET D5.0
120 "CR-1" CURB RAMP, PRT FDOT INDEX 304
130 3" VALLEY CURB, PRT FDOT INDEX 300, SEE LENGTH INDICATED
140 AT SYMBOL
150 TYPE "D" CURB, PRT FDOT INDEX 300
160 ACCESS CURBING, PRT FDOT INDEX 515

- | | |
|---|--|
|  | 13D HEAVY DUTY CONCRETE PAVEMENT |
|  | 14D STANDARD DUTY ASPHALT PAVEMENT |
|  | 15D CONCRETE SIDEWALK |
|  | 16D STANDARD CONCRETE PAVEMENT (PARKING AREAS) |
|  | 17D PAVEMENT MARKINGS, PER FDOT INDEX 17346 |

PARKING NOTES

PARKING SHOWN CONTAINS 90' PARKING SPACES.
TYPICAL DIMENSIONS:

PROPOSED DIMENSION: WIDTH: 9'
CITY OF HOLLY HILL REQUIRED DIMENSION: WIDTH: 9'
PROPOSED DIMENSION: DEPTH: 19'
CITY OF HOLLY HILL REQUIRED DIMENSION: DEPTH: 19'

PROPOSED TWO WAY AISLES: 30', 35', & 36'
CITY OF HOLLY HILL REQUIRED TWO WAY AISLES: 24' MIN
PROPOSED ENTRANCE DRIVE AISLES: 24' & 36'
CITY OF HOLLY HILL REQUIRED ENTRANCE DRIVE AISLES: 24' MIN

BUILDING DATA

GROSS BUILDING AREA: 3,095 S.F.
BUILDING SETBACKS REQUIRED:

DIRECTION	REQUIRED BUILDING SETBACK	PROVIDED BUILDING SETBACK	PROVIDED CANOPY SETBACK
FRONT (EAST)	15'	144.88'	46.86'
REAR (WEST)	15'	103.51'	216.25'
SIDE (NORTH)	25'	64.56'	59.29'
SIDE (SOUTH)	15'	61.47'	42.86'

BUILDING HEIGHT:	
7-ELEVEN	18'-8"
CANOPY	18'-8"
BUILDING COVERAGE:	5.6%

PROPOSED PARKING DATA

REQUIRED PARKING SPACES:

CRITERIA FOR NUMBER OF STALLS:

CONVENIENCE STORE: 1 SPACE PER 200 SQUARE FOOT OF FLOOR AREA, PLUS
ONE-HALF OF THE SERVICE STATION REQUIREMENT

AUTOMOBILE SERVICE STATION: 1 SPACE FOR EACH GAS PUMP BAY (AREA
OCCUPIED BY A SINGLE VEHICLE), PLUS 3 FOR EACH LIFT
OR WORK BAY, PLUS 1 SPACE FOR EACH EMPLOYEE ON
THE LARGEST SHIFT

7-ELEVEN C-STORE: $3.095 \text{ SF} / 200 = 16$

GAS PUMPS = 12

LIFT / WORK BAY = 0

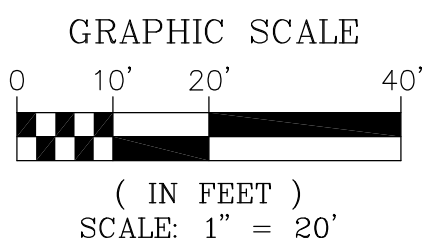
EMPLOYEES ON LARGEST SHIFT = 2

TOTAL REQUIRED PARKING: $(3.095 / 200) + 1/2(12 + 2) = 23 \text{ SPACES}$

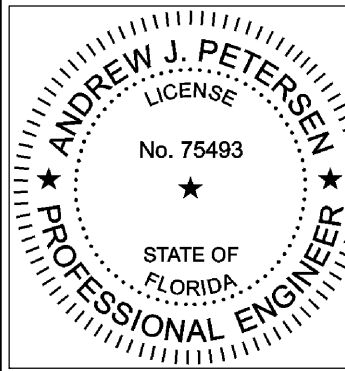
PROVIDED PARKING SPACES:	
STANDARD SPACES 9'x19'	22 SPACES
ACCESSIBLE SPACES 12'x19'	1 SPACES
TOTAL PROVIDED PARKING SPACES	23 SPACES

LEGEND - EXISTING

- | | | | |
|---------------------------|----------------------|--------|-------------------------------|
| PEDESTRIAN CROSSING LIGHT | BOLLARD | (M) | MEASURED DATA |
| GUY ANCHOR | ELECTRICAL RISER BOX | ASP | ASPHALT |
| FIRE HYDRANT | CONCRETE POWER POLE | CI | CURB INLET |
| SIGN | GAS VALVE | COMP | COMPRESSOR |
| FRCC - FOUND IRON ROD | WATER METER | EL | ELEVATION |
| SRCC - SET IRON ROD | BACKFLOW PREVENTER | FFE | FINISHED FLOOR ELEVATION |
| WATER VALVE | VENT PIPE | HDPE | HIGH DENSITY POLYETHYLENE |
| SPOT ELEVATION | TRAFFIC SIGNAL POLE | INVT | INVERT |
| RISER | GAS INLET | MA | MAST ARM |
| TRAFFIC SIGNAL HAND HOLE | LIGHT POLE | NAVD | NORTH AMERICAN VERTICAL DATUM |
| FIBER OPTICS HAND HOLE | GAS METER | O.R.B. | OFFICIAL RECORDS BOOK |
| VAULT | CLEAN OUT | RCF | REINFORCED CONCRETE PIPE |
| WOOD POST | CONTOUR LINE | PCL | PEDESTRIAN CROSSING LIGHT |
| MONITORING WELL | OVERHEAD WIRES | PG | PAGE |
| WATER SPIGOT | DEED DATA | PB | PLAT BOOK |
| LIFT STATION | | POB | POINT OF BEGINNING |
| UNKNOWN MANHOLE | | (PS) | PREVIOUS SURVEY |
| | | R/W | RIGHT OF WAY |
| | | SO.FT. | SQUARE FEET |
| | | TYP | TYPICAL |
| | | | VERTICAL CURB |



CAD file name: P:\010063 - 7-Eleven\010063-02-088 (ENG) - Holly Hill 7-Eleven (Nova Rd & LPGA Blvd)\Engineering\Work\2017-0419\063-02-D-CP-088-05-C1.0-SIT-EX.dwg 5/1/2017



ANDREW J. PETERSE
LICENSE NO. 75493

[illegible]

DATE	DESCRIPTION	
VDP DESIGN	EC DRAWN	AJP CHKD
SCALE	1" = 20'	

JOB No.	010063-02-088
---------	---------------

DATE 05/01/2017

FILE 063-02-D-CP-088-05-C1.0-SIT

SHEET C1.0



GENERAL LAND DEVELOPMENT APPLICATION

1065 Ridgewood Avenue, Holly Hill, Florida 32117

Phone: (386) 248-9424 Fax: (386) 248-9498

Date Received: _____ Application ID: _____ Received By: _____

REQUESTED ACTION

- | | | | |
|--|---|--|--|
| ☐ Comp Plan Amend | ☐ Variance | ☐ Site Plan | ☐ PUD |
| ☐ Rezoning | ☒ Special Exception | ☐ Subdivision Major | ☐ Subdivision Minor |
| ☐ Waiver Request | ☐ Other: _____ | | |

Describe Request: _____

Development of a 3,095 SF convenience store with gas station within the CC-1 zoning district.

APPLICANT INFORMATION:

Name: Gunster, Yoakley & Stewart, P.A. E-Mail: CAnderson@gunster.com

Address: 225 Water Street, Suite 1750 Phone: 904-354-1980

Jacksonville, FL 32202 Fax: _____

☐ Owner ☒ Agent for Owner ☐ Attorney for Owner

OWNER INFORMATION:

Name: Fifth Third Bank E-Mail: _____

Address: 38 Fountain Square Plaza Phone: _____

Cincinnati, OH 45263 Fax: _____

PROPERTY INFORMATION:

Address: 1598 N. Nova Road, Holly Hill, FL 32117

General Location: South-west corner of LPGA Blvd. and Nova Road

Current Zoning: CC-1 Current Land Use: Vacant (FLU is General Retail Commercial)

Parcel Size: 1.28 AC Tax Parcel #: 37-15-32-02-00-0440

Legal Description Attached ☒ Yes ☐ No Survey Attached ☒ Yes ☐ No

Pre-Application Meeting Date: 4/4/17
(Attach Pre-Application Form)

Application Fee: \$ 500.00

Applicant's Signature: Chelsea J. Anderson 5/1/2017
(Signature) (Date)

Chelsea J. Anderson
(Print)

Owner's Signature: See Attached _____
(Provide letter of (Signature) (Date)
Authorization)

(Print)

Applications must be complete to initiate the preview process.

Any questions please contact our City Planner, Tom Harowski at (386) 248-9424, fax (386) 248-9498 or email him at tharowski@hollyhillfl.org



CITY OF HOLLY HILL SPECIAL EXCEPTION PROCESS

Submit completed application to City of Holly Hill, Customer Service Office, 1065 Ridgewood Avenue, Holly Hill, Florida 32117, Phone: 386-248-9442. If your application is found to be lacking any of the requested information, or if the data and exhibits are inaccurate, it will not be considered "filed" for the purpose of processing, nor will it be placed on the agenda unless a correct application is submitted within 3 working days after the filing deadline date.

CHECKLIST

- ☐ Pre-Application Meeting Form completed and meeting held prior to completion of application
- ☐ Application Fee and Estimated Deposit
- ☐ Completed Special Exception Application
- ☐ One signed and sealed survey of the property (no more than 2 years old).
- ☐ Legal Description (Digital in MS Word)
- ☐ Notarized Authorization of Owner (if applicant is other than owner or attorney for owner).
- ☐ Site Plan Application which complies with Section 82-342 (As determined in Pre-application Meeting)
- ☐ List of property owners within 300 feet
- ☐ A Description of the Special Exception and how it complies with the Special Exception Criteria of Chapter 114, Article III, Division 2.

PUBLIC NOTIFICATION (Sec. 82-347)

For special exception approvals, the applicant shall provide notice to property owners regarding his intention to amend the city's official zoning map and/or future land use map. The applicant shall pay all costs of providing such notice as follows:

1. An applicant seeking a rezoning and/or future land use map amendment for any property shall provide written notice to property owners as identified in the current tax roll within 300 feet of the property perimeter which is the subject of a rezoning and/or future land use map amendment request.
2. A notice letter will be provided to the applicant by the City. The written notices shall be made at least ten days prior to the date of hearing before the board of planning and appeals. The written notice shall be sent certified mail, return receipt requested, and shall advise the property owner of the nature of the rezoning requested, and that the matter will be considered by the city commission, unless the rezoning or FLUM amendment was continued or tabled, for final determination within 30 days of the date of the board's recommendation.
3. In addition to the written notice provided in accordance with subsection (1) or (2) of this section, city staff shall post notice (minimum size of 19" x 28") in a visible and conspicuous manner upon the subject property ten days prior to the board of planning and appeals meeting. Two signs shall be posted on corner properties.

ADMINISTRATIVE REVIEW (Section 82-343)

1. All requests for special exceptions shall be reviewed administratively by the development code administrator in conjunction with pertinent city staff. The development code administrator shall make a written determination that the request be approved, approved with conditions, or denied. He shall base his determination on the conditions described in section 82-346.
2. A determination by the development code administrator to deny a request for special exception shall become final unless the applicant appeals the determination to the city commission within 30 days of the date of such determination.
3. When the development code administrator determines that a special exception should be approved or approved with conditions, he shall schedule the matter for review and final determination by the city commission.

CITY COMMISSION PUBLIC HEARING

The City Commission schedules public hearings the second and fourth Tuesday of each month at 7:00 p.m. p.m. in the City Commission Chambers, 1065 Ridgewood Avenue, and Holly Hill, Florida 32117. At this public hearing, the City Commission votes to approve, deny, or continue the application. An application will not be



heard by the City Commission unless the Public Notification requirements described above have been satisfied.



CITY OF HOLLY HILL

SPECIAL EXCEPTION APPLICATION

PLEASE PRINT IN BLUE OR BLACK INK OR TYPE

Pre-Application Meeting Date: April 4, 2017

APPLICANT: Gunster, Yoakley & Stewart, P.A.	
Name Chelsea J. Anderson, Esq.	E-Mail Address CAnderson@gunster.com
Street Address 225 Water Street, Suite 1750	Phone 904-354-1980
City Jacksonville	State/Zip Florida, 32202
STATUS: ☐ Owner ☒ Agent for Owner ☐ Attorney for Owner ☐ Contract Purchaser	
OWNER (If different than Applicant):	
Name Fifth Third Bank	E-Mail Address
Street Address 38 Fountain Square Plaza	Phone
City Cincinnati	State/Zip Ohio, 45263
This is a request for a Special Exception of: Section 114-596(6) - Gas Station in Commercial Corridor (CC-1)	
The Current Zoning is Commercial Corridor (CC-1)	
The Comprehensive Plan Land Use Designation is: General Retail Commercial	
Size of Parcel: 1.28 acres (55,851 square feet)	Tax Parcel #: 37-15-32-02-00-0440
Address of Property: 1598 N. Nova Rd.	If Group Home/Daycare, # clients/members: N/A
Sq. ft. of building, if applicable: 3,095 square feet	
Utility: ☐ Private Septic/Well ☒ Central Sewer by: <u>City of Holly Hill</u> ☒ Central Water by: <u>City of Daytona Bch</u>	

APPLICATION WILL **NOT** BE ACCEPTED UNLESS **ALL** OF THE FOLLOWING ARE ATTACHED:

- ☒ Application Fee and Estimated Deposit
- ☒ One signed and sealed surveys of the property (no more than 2 years old).
- ☒ Legal Description (Digital in MS Word)
- ☒ Notarized Authorization of Owner (if applicant is other than owner or attorney for owner).
- ☒ List of property owners within 300 feet
- ☒ Site Plan Application which complies with Section 82-342 (As determined in Pre-application Meeting)
- ☒ A Description of the Special Exception and how it complies with the Special Exception Criteria of City Code, Chapter 114. Article III. Division 2.

Signature of Applicant: Chelsea J. Anderson Chelsea J. Anderson
 Print Signature

Signature of Owner: See Attached
 Print Signature

----- DO NOT WRITE BELOW THIS LINE -----

Date Submitted: _____ Accepted By.: _____



WRITTEN PETITION FOR A SPECIAL EXCEPTION

The following items must be completed in sufficient detail to allow the City to determine if the application complies with the City Code Chapter 114 and Section 82-346.

1. Is it inconsistent with the purpose or intent of this subpart? ☐ YES ☐ NO Explain.

See Attached

2. Is it inconsistent with any element of the comprehensive plan? ☐ YES ☐ NO Explain.

See Attached

3. Will it adversely affect the public interest? ☐ YES ☐ NO Explain.

See Attached

4. Does it meet the expressed requirements of the applicable special exception? ☐ YES ☐ NO Explain.

See Attached

5. Is the applicant able to meet all requirements imposed by federal, state or local governments, or by the city commission? ☐ YES ☐ NO Explain.

See Attached

6. Will it generate undue traffic congestion? ☐ YES ☐ NO Explain.

See Attached



7. Will it create a hazard or a public nuisance, or be dangerous to individuals or to the public? ☐ YES ☐ NO Explain.

See Attached

8. Will it materially alter the character of surrounding neighborhoods, or adversely affect the value of surrounding land, structures or buildings? ☐ YES ☐ NO Explain.

See Attached

9. Will it adversely affect the natural environment, natural resources or scenic beauty, or cause excessive pollution? ☐ YES ☐ NO Explain.

See Attached

Chelsea J. Anderson

Print Applicant Name

Chelsea J. Anderson

Applicant Signature

Print Applicant Name

Applicant Signature

5/1/2017

Date

Date



GUNSTER
FLORIDA'S LAW FIRM FOR BUSINESS

Our File Number: 39461.00017
Writer's Phone Number: (561) 650-0717
Writer's E-Mail Address: jlong@gunster.com

May 1, 2017

Thomas Harowski
City Planner
City of Holly Hill
1065 Ridgewood Avenue
Holly Hill, FL 32117

**Re: Justification Statement for 7-Eleven Convenience Store with Self-Service
Automobile Fuel Stations at 1598 North Nova Road (State Road 5A)**

Dear Mr. Harowski:

It is our pleasure to submit on behalf of our client, 7-Eleven, Inc. ("7-Eleven"), a Special Exception application for a new 7-Eleven Convenience Store with Self-Service Automobile Fuel Stations. The subject property is located on the Southwest corner of North Nova Road (State Road 5A) and LPGA Boulevard (11th Street) in the City of Holly Hill, Florida ("Site"). The Site is currently vacant and is 1.28 +/- acres in size. The Site has a future land use designation of General Retail Commercial with a Commercial Corridor zoning designation and is located in the Redevelopment District Overlay. Convenience Stores are a permitted use within the Site's Land Use and Zoning designations. Self-Service Automobile Fuel Stations are a permitted use, subject to Special Exception approval.

7-Eleven proposes to construct a new 3,095 square foot Convenience Store with 12 Self-Service Automobile Fuel Stations. Access to the Site will be available through two "right in/right out" access points on LPGA Boulevard and North Nova Road.

This project will provide the opportunity to enhance the neighborhood by providing needed service to local residents and businesses, as well as jobs. Gas stations in general have changed significantly over the last decade. Consumer demand has required gas stations to change their business model. Gas stations must now offer the amenities consumers expect and demand. The new modern 7-Eleven Convenience Stores feature amenities and products that consumers desire such as gourmet sandwiches, coffees, pastries and other local consumer needs. The new model also provides state of the art technology and security to provide a safe environment for neighbors to visit. The new 7-Eleven Convenience Store is first a neighborhood market then a gas station.

The store will operate 24 hours a day and comply with the County Charter's prohibition on alcohol sales between 2:00 a.m. and 7:00 a.m.

Attachment: Holly Hill Special Exception Application - Signed Application, Letter and Written Petition (no enclo) (1667 : 1598 Nova Road Special

Thomas Harowski
May 1, 2017
Page 2

This request complies with the City of Holly Hill's Special Exception standards as set forth in Section 114-682 of the City of Holly Hill's Zoning Code. A summary of the application's compliance is provided below:

Section 114-682: - Service Stations, Self-Service Automobile Fuel Stations and Accessory Self-Service Fuel Pumps.

1. No operation in connection with a type A and B service station, self-service automobile fuel stations and accessory self-service fuel pumps shall be conducted in a manner which impedes free flow of vehicular or pedestrian traffic using public right of ways, or restricts the vision within the triangular area defined in Section 114-768, pertaining to visibility intersections.

REPLY:

The proposed 7-Eleven Convenience Store with Self-Service Automobile Fuel Stations shall not be conducted in a manner which impedes free flow of vehicular or pedestrian traffic using public right of ways and complies with all vehicular and pedestrian traffic design requirements of the Code, including the required site visibility triangles at all intersections. As demonstrated in the Traffic Impact Statement prepared by TR Transportation Consultants, Inc. included with this submittal, there is sufficient capacity along Nova Road and LPGA Boulevard with and without the proposed 7-Eleven Convenience Store with Self-Service Automobile Fuel Stations and the intersection of LPGA Boulevard and Nova Rod will operate at an acceptable Level of Service.

2. All motor vehicles being handled, stored or repaired at type A and B service stations or in connection with such operations shall be maintained in such condition that they may be moved under their own power at any time, except such vehicles as may be stored or under repair in garages or other buildings as provided in this section.

REPLY:

Does not apply. The proposed 7-Eleven Convenience Store with Self-Serve Automobile Fuel Stations will not provide motor vehicle repair services.

3. No repair of motor vehicle or parts thereof shall be made at type A and B service station except within a structure provided for such purposes, and no structure the motor vehicle parts shall be other than an enclosed building.

REPLY:

Does not apply. The proposed 7-Eleven Convenience Store with Self-Serve Automobile Fuel Stations will not provide motor vehicle repair services.

Thomas Harowski
May 1, 2017
Page 3

4. Type A and type B service station lots shall be not less than 100 feet in width and 15,000 square feet in area.

REPLY:

The proposed application is not a type A or type B service station. This provision does not apply.

5. No self-service automobile fuel station or retail trade establishment with accessory self-service fuel pumps shall be permitted on any lot less than 100 feet in width and 15,000 square feet in area.

REPLY:

The lot size for the proposed 7-Eleven exceeds the minimum lot size requirements. The lot measures 157.93' along North Nova Road and 269.43' along LPGA Boulevard. The lot is 55,851 square feet (1.28 +/- acres) in size.

6. Fuel pumps shall be located not less than 22 feet from any street right of way line not less than 10 feet from any property line. Where a gas fuel pump is located within 25 feet of the street right-of-way line, there shall be an installed curve of not less than six inches high along the street right-of-way line between entrance drives.

REPLY:

The proposed fuel canopy is 46.86 feet from the right-of-way line for North Nova Road, 59.29 feet from the right-of-way line for LPGA Boulevard, 42.86 feet from the south property line, and 216.25 feet from the west property line. The fuel pumps are set back even further than the canopy.

7. No fuel pumps shall be located within 80 feet of any property which is resident zoned or within 300 feet of a public or private school.

REPLY:

The proposed fuel pumps are over 250 feet from the nearest residential zoned property and over 3,000 feet from Hurst Elementary School, the nearest public or private school.

Thomas Harowski
May 1, 2017
Page 4

8. For all type A and type B service stations, self-service automobile fuel stations and retail trade establishments with accessory self-serve fuel pumps, a landscape buffer shall be installed along property lines without breaks except at approved driveways and a visual screen shall be installed along all property lines other than the street right of way lines. Such buffer and screen shall comply with the requirements of Chapter 98, Article 3.

REPLY:

The site has been designed to provide all required landscape buffers along property lines with the exception of the allowed breaks for signage, sidewalks and ingress and egress to the Site.

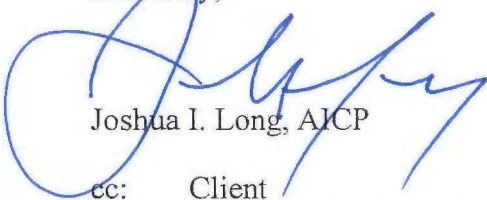
9. Canopies over fuel pump areas shall be located not less than 10 feet from any property line, unless the minimum required yard size is less than 10 feet, in which case the minimum required yard size shall apply. The canopies shall be open from the ground upward to the canopy except for the existing support structures.

REPLY:

The minimum required yard sizes applicable to the Site are greater than 10 feet. The canopies for this project are 46.86 feet from North Nova Road (the east property line), 59.29 feet from LPGA Boulevard (the north property line), 42.86 feet from the south property line, and 216.25 feet from the west property line. The canopies are open from the ground upward with the exception of the support structures.

We look forward to working with you on providing this viable amenity to the community. If you have any questions or need further information about this request, please do not hesitate to contact me at (561) 650-0719.

Sincerely,



Joshua I. Long, AICP

cc: Client
Chelsea J. Anderson, Esq.

JIL/op

JAX_ACTIVE 3830645.1

Written Petition for a Special Exception

The following items must be completed in sufficient detail to allow the City to determine if the application complies with the City Code Chapter 114 and Section 82-346.

1. Is it inconsistent with the purpose or intent of this subpart?

☐ Yes ☒ No

The application complies with the intent and purpose of the underlying Commercial Corridor (CC-1) zoning district as well as the requirements for Self-Service Automobile Fuel Stations provided in Chapter 114, Division 2, Section 114-682 of the Zoning Code. The CC-1 zoning district is intended to promote a relative intense mix of uses, including general retail, wholesale commercial, light industrial and limited residential uses. The proposed 7-Eleven is an appropriate use for this zoning district and the project complies with all of the Special Exception requirements as identified in the attached Justification Statement.

2. Is it inconsistent with any element of the Comprehensive Plan?

☐ Yes ☒ No

The application, including the attached site plan, complies with the Comprehensive Plan and the General Retail Commercial Future Land Use designation by providing a permitted commercial use (subject to Special Exception approval) along an existing commercial corridor. The Comprehensive Plan anticipates commercial development along designated commercial corridors and has set forth specific goals and policies to promote and encourage commercial development. The proposed application complies with the Comprehensive Plan by providing commercial development at the major commercial intersection within the City of Holly Hill.

3. Would it adversely affect the public interest?

☐ Yes ☒ No

The proposed 7-Eleven Convenience Store with Self-Service Automobile Fuel Stations is a state of the art facility which provides enhanced customer service and goods including gourmet coffees and sandwiches. The proposed 7-Eleven is an infill development project that will be built on a vacant lot which currently provides no additional benefit to the adjacent neighborhood. The project will provide a new building, landscaping, enhanced 24-hour security, the added convenience of a 24-hour convenient store for the neighborhood, and economic benefits to the city of Holly Hill through job creation and an ad valorem tax base for the Site.

4. Does it meet the expressed requirements of the applicable special exception?

☒ Yes ☐ No

Chapter 114, Division 2, Section 114-682 provides the requirements for Self-Service Automobile Fuel Stations. The proposed project complies with the aforementioned requirements, a summary of how the project meets these requirements can be found in the attached Justification Statement.

5. Is the applicant able to meet all requirements imposed by federal, state or local government, or by the city commission?

☒ Yes ☐ No

7-Eleven is an International Corporation with tens of thousands of stores worldwide. 7-Eleven will be able to comply with all requirements imposed by the federal, state and local governments, including the City Commission.

6. Will it generate undue traffic congestion?

☐ Yes ☒ No

The proposed Convenience Store with Self-Service Automobile Fuel Stations will not generate undue traffic congestion. The project will primarily serve the residents of Holly Hill and Volusia County and those citizens who are already traveling along North Nova Road and LPGA Boulevard as part of their normal day-to-day commute. Convenience Stores with Self Service Automobile Fuel Stations are a pass-by-use, not a destination use. A Traffic Impact Statement prepared by TR Transportation Consultants, Inc. has been included with this submittal. The Traffic Impact Statement confirms that the project complies with the Volusia County Traffic Performance Standards. Based on the attached Traffic Impact Statement, the proposed facility will not degrade the Level of Service (LOS) of the adjacent roadways. Pursuant to the City of Holly Hill's Comprehensive Plan, Nova Road has an adopted LOS of "D" and LPGA Boulevard has an adopted LOS of "E." From the LOS analysis contained in the Traffic Impact Statement, there is sufficient capacity on both Nova Road and LPGA Boulevard to accommodate the trips anticipated to be generated by the proposed Convenience Store with Self-Service Automobile Station. LPGA Boulevard (a Volusia County roadway) was shown to operate as a LOS "D" and Nova Road (a FDOT roadway) was projected to operate at LOS "C" in 2019 both with and without the project traffic. Therefore, the project will not create any "undue" traffic congestion on the surrounding roadways.

7. Will it create a hazard or a public nuisance, or be a danger to individuals or the public?

☐ Yes ☒ No

Public safety is important to 7-Eleven. The current use of the property provides no benefits to the public, does not provide 24 hour security, and has limited access. All this will change with the addition of a proposed 7-Eleven Convenience Store with Self Service Automobile Fuel Stations. The project will not endanger, restrict or impair public safety; it will improve the existing conditions for this area of Holly Hill by providing an upgraded property in the area with enhanced traffic safety, circulation and security.

8. Will it materially alter the character of the surrounding neighborhoods, or adversely affect the values of surrounding lands, structures or building?

☐ Yes ☒ No

The application will not adversely affect properties within the area. The property is located along a major commercial corridor with the City of Holly Hill. North Nova Road and LPGA Boulevard are both designated as Thoroughfare Arterial Roadways on the Volusia County Thoroughfare Roadways Map. The proposed use at this site will help improve the commercial viability of the area. This site is currently vacant and provides no form of economic benefit to the neighborhood or the commercial corridor. This site was designed with the fueling positions fronting North Nova Road which places the pumps over 250' from the nearest residential zoning district to the west. In addition, the project will provide enhanced landscape buffers along the right-of-ways and within the site, which will improve the neighborhood aesthetics.

9. Will it adversely affect the natural environment, natural resources, or scenic beauty or cause excessive pollution?

☐ Yes ☒ No

The site has been previously cleared. The proposal will not impact the natural environment. New landscaping and new structures will improve the appearance of the site. The project will comply with all environmental permitting regulations and will not contribute to pollution. The only trees on-site are located in the southwest corner of the site; some of these trees have been preserved and incorporated into the retention area designed.

Chelsea J. Anderson

Print Applicant Name

Chelsea J. Anderson

Applicant Signature

5/1/2017
Date



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

**City Commission
Agenda Item**

MEETING DATE: May 23, 2017
FROM: Thomas Harowski
SUBJECT: 1408 Moravia Variance Request A Variance of 5.2 Feet from the Required Side Yard Setback of 7.5 Feet to Allow a One-Car Garage to be Constructed 2.3 Feet from the Side Property Line.
NUMBER: (ID # 1661)
APPLICANT: Paul Knudsen
PLANNER: Thomas Harowski

INTRODUCTION:

The applicant is requesting a variance of 5.2 feet from the required side yard setback of 7.5 feet to allow for conversion of an existing carport into a one-car garage. The Board of Planning and Appeals heard this case at their regular meeting of May 1, 2017 and recommended the City Commission approve the variance.

BACKGROUND:

The subject property is located at 1408 Moravia Avenue and is zoned R-3 Medium Density Single-Family Residential. The R-3 zone setbacks are established at 25 feet for the front yard, 20 feet for the rear yard and 7.5 feet for each side yard. According to the property appraiser's records the house was built in its current configuration in 1955. Zoning on the east side of Moravia Avenue at this location is R-1 and is developed with larger lots and larger homes.

The property survey (refer to the attached survey) shows the existing house meets the front yard and rear yard setback and the north side yard setback. On the south side of the property the existing carport extends 2.2 feet into the required side yard setback, so the existing building is already non-conforming with regard to the subject side yard.

The applicant proposes to convert the existing carport to a one-car garage. The applicant has prepared construction plans which are attached as an exhibit. Page A-004 of the plans shows the garage width at 14 feet 4 inches. This is an increase of 3 feet 4 inches over the width of the existing carport, and the applicant states that the additional width is necessary to accommodate a standard garage door and allow room to open the car door once in the garage.

DISCUSSION:

The applicant has submitted an application detailing his justification for the variance and how the request satisfies the criteria set out in the code. A copy of the application is attached.

That special conditions and circumstances exist which are peculiar to the land, structure or building involved, as distinguished from the applicant himself, and which are not applicable to other lands, structures or buildings in the same zoning district;

The applicant notes the following conditions:

- ☐ The existing lot was platted at 50 feet which is 10-feet less than the minimum R-3 lot. Had the lot met minimum standards, there would be ample room to meet the side yard setbacks.
- ☐ The house and carport was built in 1955, which pre-dated the current land development regulations.
- ☐ The requested variance is the minimum variance needed to accommodate a one-car garage with a standard size garage door.
- ☐ The garage replacement is part of a larger renovation of the home which will improve the appearance of the house and upgrade the overall neighborhood appearance.

That the special conditions and circumstances do not result from the applicant's own actions;

The setback condition on the carport side of the house was in existence when the applicant purchased the property. The setback limitation existed at the time the property was purchased and the expansion needs for the garage could have been explored at that time.

That granting the variance requested will not confer on the applicant any special privilege that is denied by this subpart to other lands, buildings or structures in the same zoning district;

It is common for properties in the City to have enclosed garages for storage of vehicles. In this case, the development of the site which was done prior to the current land development regulations has created a situation where a standard garage cannot be constructed without further impact to the required side yard. The Commission will need to determine if the denial of the variance application would be a sufficient limitation on the rights of the applicant to have a garage that granting of the small variance is justified.

That a literal interpretation of the provisions of this subpart would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this subpart, and would work an unnecessary and undue hardship on the applicant;

There are options to the proposed one-car garage. The applicant could retain the existing carport as covering for the vehicle. The existing carport cannot be converted into an enclosed garage in the current configuration as there is insufficient space to install a standard garage door and access the vehicle when it is in the garage.

The applicant could construct a freestanding garage behind the existing house and use the existing side yard as the driveway access to the accessory garage. There is sufficient space to accommodate a 2-car garage within the required setbacks.

That the variance granted is the minimum variance necessary to make possible the reasonable use of the land, building or structure;

The extension as proposed is the minimum to reasonably install an enclosed garage at the location proposed.

That the grant of the variance will be in harmony with the general intent and purpose of this subpart and the city's comprehensive plan, and that such variance will not be injurious to the area involved or otherwise detrimental to the public welfare.

The neighborhood is generally developed with modest single-family homes. As noted above, the houses on the east side of Moravia Avenue are zoned R-1 and are generally larger than homes on the west side of the street. The house to the south is relatively close to the property line, but it does sit to the west of the house on the subject property and the common property line is heavily wooded. The extension of the existing structure another three feet into the required side yard will not impact views or light and air to the property to the south. The house to the north also sits to the west (behind) of the subject property and will not be impacted by the proposed construction.

The granting of a variance in this application will not create a violation of comprehensive plan goals, objectives and policies.

FISCAL

ANALYSIS:

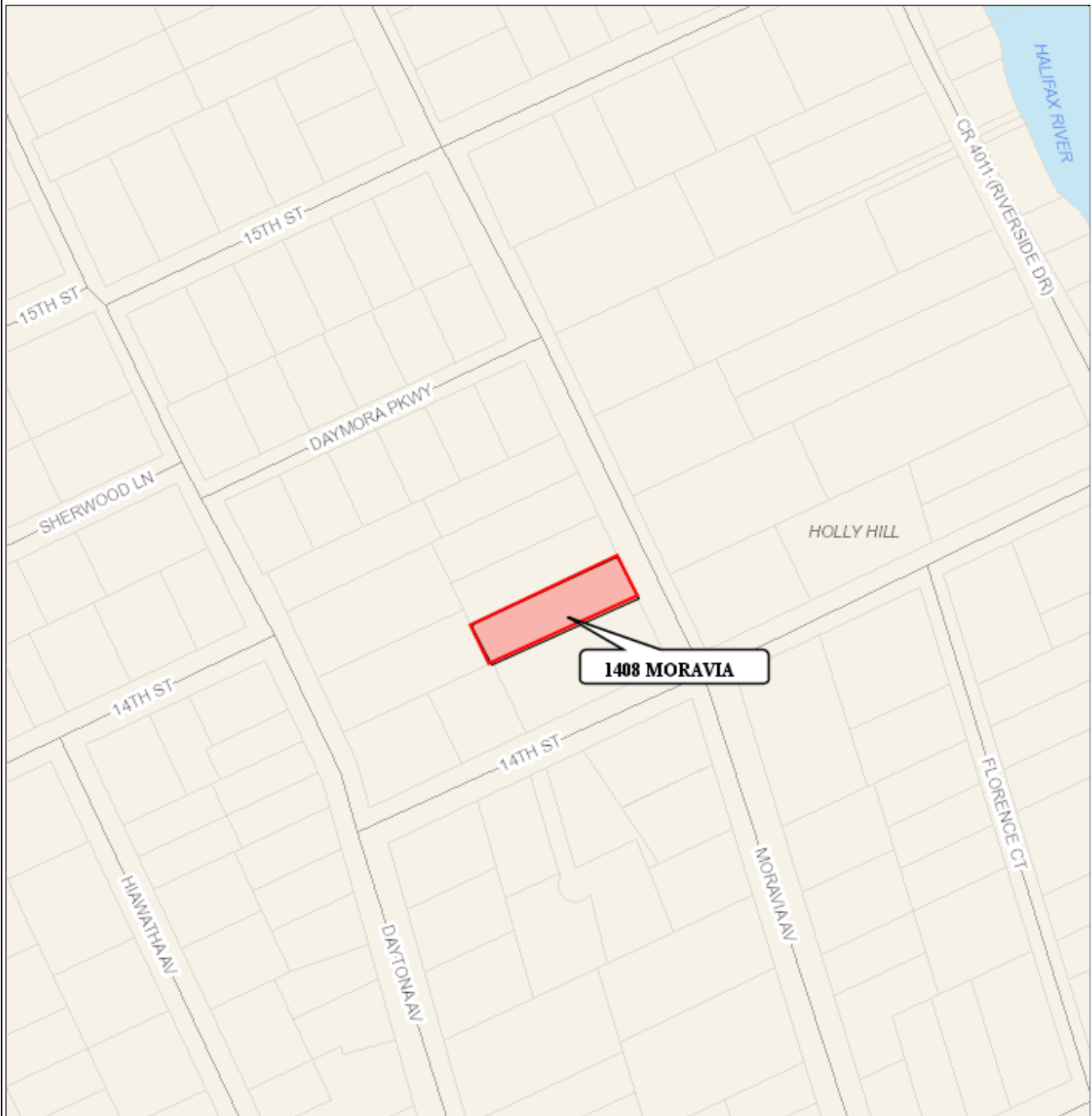
The project has no fiscal impact.

RECOMMENDATION:

The Board of Planning and Appeals recommended approval of the requested variance. In addition to considering the applicant's responses to the variance criteria, the Board comments noted that the small size of the existing lot (50 feet) versus the minimum R-3 requirement of 60 feet was a hardship in meeting the setback requirements; and the members noted the proposed variance would have minimal, if any impact on adjacent properties. Staff also suggests that the variance be conditioned on a requirement to provide gutters on the garage addition if the design slopes roof runoff to the south. The BOPA did not comment on this condition.

- V-2017-02 Location Map (PDF)
- V-2017-02 Survey (PDF)
- V-2017-02 Application (PDF)
- V-2017-02 Construction Plans (PDF)

V-2017-02 LOCATION MAP



Scale 1:2,000 - 1 in = 167 ft
 Date Created:
 24-Feb-17 03:48 PM

DISCLAIMER: This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult the primary data and information sources to ascertain the usability of the information. Use at your own risk.
 SOURCE: PARCEL DATA, VOLUSIA COUNTY PROPERTY APPRAISER

11/01/16
FIELD DATE:

SURVEY NO.

218
ODD ZONE:

25112
SUFF. J
F.I.R.M. DATE: 02/19/14

MANITY NO:

L.E. & DELLINGER, P.L.
D. REPUBLIC NATIONAL TITLE INSURANCE COMPANY

ATTACHED TO:

AMN BY: ZR

CHECKED BY: BRETT

www.longsurveying.com

Office 407-330-9717 or 407-330-9716
Fax 407-330-9775

Lake Mary, FL 32746

1061 S. Sun Dr. Ste. #1113
LB No. 7371

"Specializing in Residential Surveying"

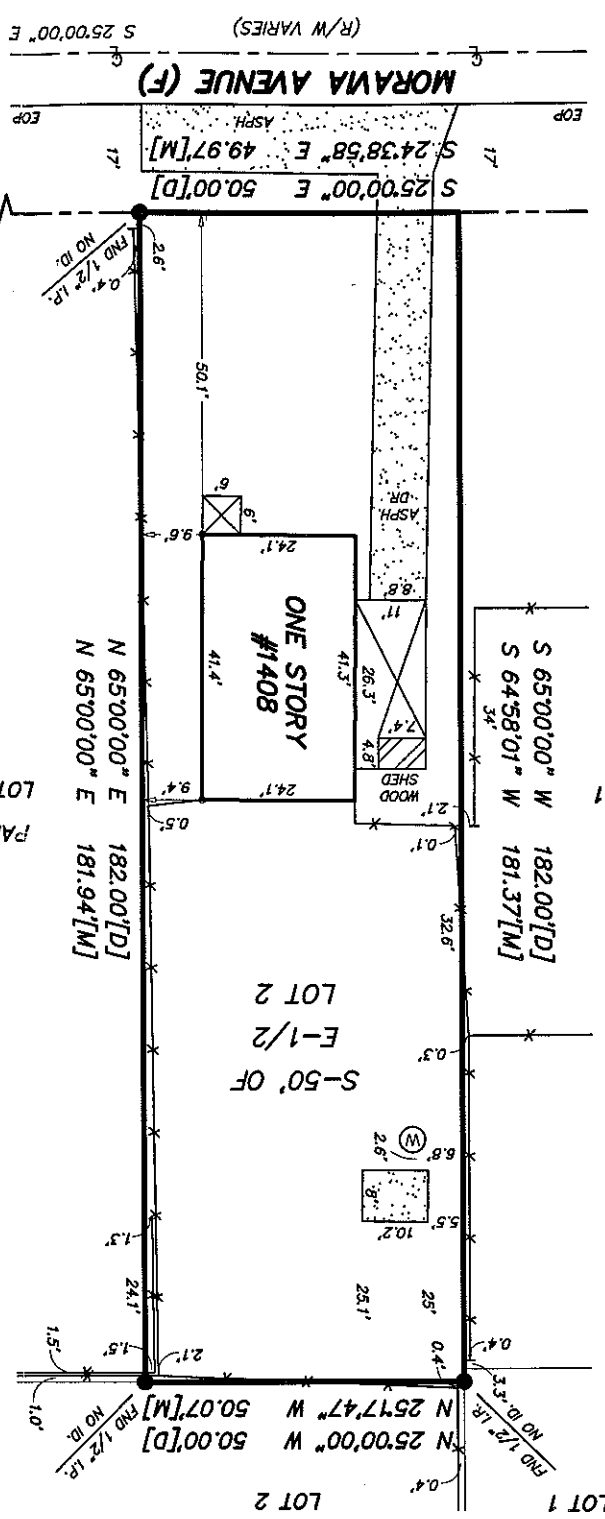
Long Surveying, Inc.

DELLINGER, P.L.

408 MORAVIA AVENUE
HOLLY HILL, FL.



LEGAL DESCRIPTION: THE SOUTHERLY 50 FEET OF THE EASTERLY 1/2 OF LOT 2, LYING BETWEEN MORAVIA AVENUE AND AULERSON SUBDIVISION, AS PER MAP IN MAP BOOK 2, PAGE 108, PUBLIC RECORDS OF VOLUSIA COUNTY, FLORIDA, WHICH SAID PROPERTY HAS A FRONTAGE OF 50 FEET ON MORAVIA AVENUE, FROM WHENCE IS EXTENDED WESTERLY TO A DEPTH OF 182 FEET.



Boundary Survey

NOTES:

- 1) This survey is based on the legal description as provided by the Client
- 2) This Surveyor has not abstracted the land shown hereon for easements, rights of way or restrictions of record which may affect the title or use of the land
- 3) Do not reconstruct property lines from building ties
- 4) No footings or overhangs have been located except as shown
- 5) No improvements or utilities have been located except as shown
- 6) Not valid without a signature and the authenticated electronic seal or the original raised seal of a Florida licensed Surveyor and Mapper

CAUTION: I certify that this survey was made under my personal supervision and that it meets the minimum technical standards set forth by the Board of Professional Land Surveyors and Mappers in Chapter 32, Part 1, Florida Administrative Code, pursuant to Section 475.12, Florida Statutes.

LEON L. HAMPTON P.S.M. NO. 5910

LEGEND:

- A/C - AIR CONDITIONER
- A.E. - ALLEY EASEMENT
- B.C. - BLOCK CORNER
- B.LK. - BLOCK
- C.B. - CONCRETE BLOCK
- C.B.S. - CONCRETE BLOCK STRUCTURE
- C.M. - CONCRETE MONUMENT
- CONC. - CONCRETE
- D. - DEED
- D.E. - DRAINAGE EASEMENT
- E.O.P. - EDGE OF PAVEMENT
- F.C.C. - FOUND CROSS CUT
- F.F.E. - FINISHED FLOOR ELEVATION
- FND - FOUND
- ID. - IDENTIFICATION
- I.P. - IRON PIPE
- I.R. - IRON ROD
- I.R.C. - IRON ROD & CAP
- L. - ARC LENGTH
- L.B. - LAND SURVEYING BUSINESS
- L.S. - LAND SURVEYOR
- M. - MEASURED
- M.E. - MAINTENANCE EASEMENT
- N&D - NAIL AND DISK
- P. - PLAT
- P.E. - PEDESTRIAN EASEMENT
- P.C. - POINT OF CURVATURE
- P.C.P. - POINT OF COMPOUND CURVATURE
- P.C.P. - POINT OF CONTROL POINT
- P.L. - PROPERTY LINE
- P.O.B. - POINT OF BEGINNING
- P.O.C. - POINT OF COMMENCEMENT
- P.O.L. - POINT ON LINE
- P.R.C. - POINT OF REVERSE CURVE
- P.R.M. - PERMANENT REFERENCE MONUMENT
- P.D.A.E. - PRIVATE DRAINAGE AND ALLEY EASEMENT
- P.T. - POINT OF TANGENT
- R. - RADIUS
- R/W. - RIGHT OF WAY
- S/W. - SIDEWALK
- U.E. - UTILITY EASEMENT
- W.F.S. - WOOD FRAME STRUCTURE
- RIGHT-OF-WAY LINE
- CENTERLINE
- BARB WIRE FENCE
- WOOD FENCE
- CHAIN LINK FENCE
- PLASTIC FENCE



GENERAL LAND DEVELOPMENT APPLICATION

1065 Ridgewood Avenue, Holly Hill, Florida 32117

Phone: (386) 248-9424

Fax: (386) 248-9498

Date Received: 2/24/17 Application ID: V-2017-02 Received By: JAH

REQUESTED ACTION

- | | | | |
|--|--|--|--|
| ☐ Comp Plan Amend | ☒ Variance | ☐ Site Plan | ☐ PUD |
| ☐ Rezoning | ☐ Special Exception | ☐ Subdivision Major | ☐ Subdivision Minor |
| ☐ Waiver Request | ☐ Other: _____ | | |

Describe Request: _____

APPLICANT INFORMATION:

Name: Paul KnudsonE-Mail: suncoincfl.rr.comAddress: 1408 Moravia AvePhone: 386 405 2224Holly Hill FL 32117

Fax: _____

☒ Owner☐ Agent for Owner☐ Attorney for Owner

OWNER INFORMATION:

Name: Same

E-Mail: _____

Address: _____

Phone: _____

Fax: _____

PROPERTY INFORMATION:

Address: 1408 Moravia Ave, Holly Hill FL 32117General Location: Between Walker St & Flomich, 1 Block East of RiverviewCurrent Zoning: R3 Current Land Use: ResidentialParcel Size: 50' Width x 182' Depth Tax Parcel #: 4243-05-00-0023Legal Description Attached ☒ Yes ☐ NoSurvey Attached ☒ Yes ☐ No

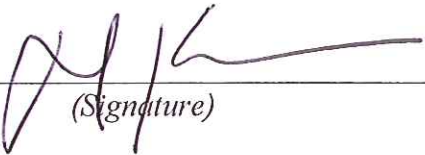
Pre-Application Meeting Date: 2/1/17
(Attach Pre-Application Form)

Application Fee: \$ 350.⁰⁰

Applicant's Signature: _____
(Signature) (Date)

(Print)

Owner's Signature:
(Provide letter of
Authorization)


(Signature)

2-21-17
(Date)

Paul J Knudsen
(Print)

Applications must be complete to initiate the preview process.

Any questions please contact our City Planner, Tom Harowski at (386) 248-9424, fax (386) 248-9498 or email him at tharowski@hollyhillfl.org



Commission votes to approve, deny, or continue the application. An application will not be heard by the City Commission unless the Public Notification requirements described above have been satisfied.

CITY OF HOLLY HILL VARIANCE APPLICATION

PLEASE PRINT IN BLUE OR BLACK INK OR TYPE Pre-

Application Meeting Date: _____

APPLICANT:	
Name Paul Knudsen	E-Mail Address suncoin@cfl.rr.com
Street Address 1808 Ridgewood Ave	Phone 386-405-2224
City Holly Hill	State/Zip FL 32117
STATUS: ☒ Owner ☐ Agent for Owner ☐ Attorney for Owner ☐ Contract Purchaser	
OWNER (If different than Applicant):	
Name	E-Mail Address
Street Address	Phone
City	State/Zip
This is a request for a Variance of: Set back of South Property line	
The Current Zoning is R 3	
The Comprehensive Plan Land Use Designation is: Residential	
Size of Parcel: 50' x 182'	Tax Parcel #: 4243-05-00-0023
Address of Property: 1408 Moravia Ave	If Group Home/Daycare, # clients/members:
Sq. ft. of building, if applicable: Existing 984 sq' renovated 1207 sq' living	
Utility: ☐ Private Septic/Well ☐ Central Sewer by: Holly Hill	☐ Central Water by: Holly Hill

APPLICATION WILL NOT BE ACCEPTED UNLESS ALL OF THE FOLLOWING ARE ATTACHED:

- ☐ Application Fee and Estimated Deposit
- ☐ One signed and sealed surveys of the property (no more than 2 years old).
- ☐ Legal Description (Digital in MS Word)
- ☐ List of property owners requiring individual notification
- ☐ Notarized Authorization of Owner (if applicant is other than owner or attorney for owner). A Description of
- ☐ the Variance and how it complies with the City Code, Sec. 82-317. Criteria for authorization.

Signature of Applicant: Paul Knudsen

Print

Signature



Signature of Owner: Paul Knudsen
 Print Signature

----- DO NOT WRITE BELOW THIS LINE -----

Date Submitted: _____ Accepted By: _____

WRITTEN PETITION FOR A VARIANCE

The following items must be completed in sufficient detail to allow the City to determine if the application complies with the City Code Article V, Division 3.

1. What special condition(s) and circumstance(s) exist that are peculiar to your land, structure, building, or sign and are not applicable to other lands, structures, buildings, or signs in the same zoning classification?

The property was plotted out in 1955 with a lot size of 50' wide by 182' deep. This lot size does not comply with current minimum lot sizes of the City of Holly Hill. A 50 foot lot with a 24' wide home does not allow space for a attached garage. Please see attached letter.

2. Were these special condition(s) and circumstance(s) the result of actions by you? ☐ YES ☒ NO If Yes, Explain.

3. Would literal interpretation of the code deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of the City Code? ☒ YES ☐ NO If Yes, Explain

Current Zoning Codes have outlined it to be 60 feet in width. If the property at 1408 was in compliance with current codes, no variance would be required.

4. Will granting the variance requested confer on the applicant any special privilege that is denied by code to other lands, buildings or structures in the same zoning district? ☐ YES ☒ NO Explain

One time request for this property only.



5. Explain how the Variance(s) you are requesting is/are the minimum Variance(s) that will make it possible for you to make reasonable use of your land, building, structure or sign.

The lot is 50' wide, the house is 24' wide and the minimum size of a one car garage is 14' to allow the doors of a vehicle to be opened once inside. The North side set back is established without change. The existing foot print of the parking area has been increased by 3' leaving a minimum South line set back.

6. Would the granting of the variance be in harmony with the general intent and purpose of the Code and the city's comprehensive plan? ☒ YES ☐ NO Explain

Acceptance of the application would be in line with the objectives of the City's Comprehensive plan. The renovation of the property would enhance the appearance of the property along with increasing its value and the value of the surrounding real estate.

7. Would the granting of the variance be injurious to the area involved or otherwise detrimental to the public welfare? ☐ YES ☒ NO Explain

There would be no negative impact to the area or public.

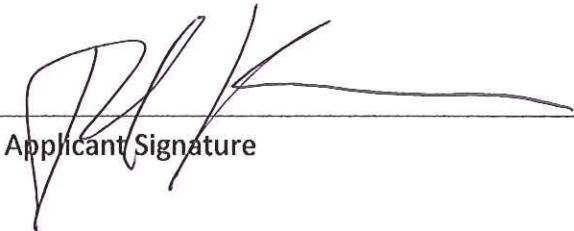
8. The general intent and purpose of the Comprehensive Plan Ordinance (Section 78-5) is to foster and preserve public health, safety, comfort and welfare, and aid in the harmonious, orderly, aesthetically pleasing and socially beneficial development of the city. Is your request for Variance(s) consistent with this intent and purpose? ☒ YES ☐ NO Explain

The Granting of this Variance will allow all criteria of the Comprehensive Plan Ordinance to be achieved.



Paul Knudsen

Print Applicant Name



Applicant Signature

Print Applicant Name

Applicant Signature

2-24-17

Date

Date

Legal Description of Property at 1408 Moravia Ave:

E 182 FT OF S 1/2 OF LOT 2 W OF MORAVIA AVE MCBRIDE SUB HERNANDEZ PER
OR 3406 PG 0492 PER OR 7303 PG 4411 PER OR 7324 PG 0113

Owner; Paul Knudsen

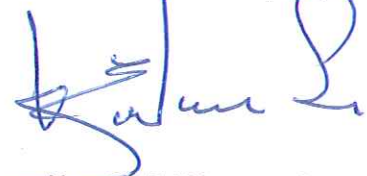
Warren Construction
2600 Ocean Shore Blvd
Ormond Beach, FL 32176
Phone 386-566-1557

February 21st 2017

To whom it may concern,

Please be advised that the owner Paul Knudsen of 1408 Moravia Ave. Holly Hill, FL 32117 is applying for a lot line set back variance of the South property line. The reason for this request is to allow for the existing carport to be replaced with an enclosed secure one car garage with lockable doors. The removal of the carport and addition of a garage will add security to the home owner along with improving the aesthetics of the property. The owner is an ANA Certified Numismatist operating the rare coin shop located at 1808 Ridgewood Ave., Holly Hill, FL 32117. Providing security for the safe transport of merchandise to and from coin shows is a major concern. Secure parking inside a locked garage would provide essential security. The garage addition is a part of the renovation of the entire structure and will update the property built in 1955. The existing flat roof will be re-constructed as a 5/12 pitch roof that extends over the proposed garage addition. The roof lines now become symmetrical improving the curb appeal of the property. The owner is proposing to update the roof, electrical service, plumbing, HVAC, windows, doors, landscaping, and exterior stucco. There is a proposed front porch in addition with columns included. The existing lot size of 50 feet wide is no longer acceptable by the planning and zoning department of the city of Holly Hill. The current 60 foot wide lot regulations would be ample for a one car garage. Please take this information into consideration in reviewing this application.

Thank you,



Kevyn E Warren Sr



CITY OF HOLLY HILL

PRE- APPLICATION MEETING FORM

You must set up a pre-application meeting **before** submitting your application. Please (386) 248-9424 or fax this completed form to (386) 248-9498 or email tharowski@hollyhillfl.org Tom Harowski, City Planner.

The following background information is required to schedule a pre-application meeting. Staff will use this to research the project site in preparation for the meeting. Although this is the minimal amount of background material required, more information is welcome. Please reference the list of Recommended Pre-Application Materials. Please attach additional sheets or plans as needed.

APPLICANT

OWNER

Name: PAUL KNUDSON
 Address: 1408 MORAVIA
 City/State/Zip: HOLLY HILL
 Phone: 405-2224 Fax: _____
 E-Mail Address: suncoincfl.rr.com
 Contact Person: _____

Name: SAME
 Address: _____
 City/State/Zip: _____
 Phone: _____ Fax: _____
 E-Mail Address: _____
 Contact Person: _____

My application will be: (Please check the type of request)

- ___ A Rezoning from _____ to _____
 ___ A Special Exception/Conditional Use for a _____
☒ A Variance to allow construction in side yard.
 ___ A Minor/Major Amendment to _____

PROJECT INFORMATION

Tax parcel number(s): 4243-05-00-0023
 Address of parcel: 1408 Moravia Ave, Holly H. Ill Fl
 Size of parcel: 50' width x 182' depth Existing zoning: _____
 Future Land Use: residential
 Existing Use of Property: residential

You are recommended to submit the following with this form:

- ☐ A signed and sealed survey of the property (should be no more than 2 years old)
☐ Legal description of the subject property, if not on the survey
☐ A site plan to scale (for Special Exceptions & Variances)
☐ Written description of the request

Violation(s): _____
 TRS Meeting Date: _____
 EMD Required: YES NO
 N/C Lot Letter Required: _____
 Unrecorded Subdivision: _____
 Other: _____

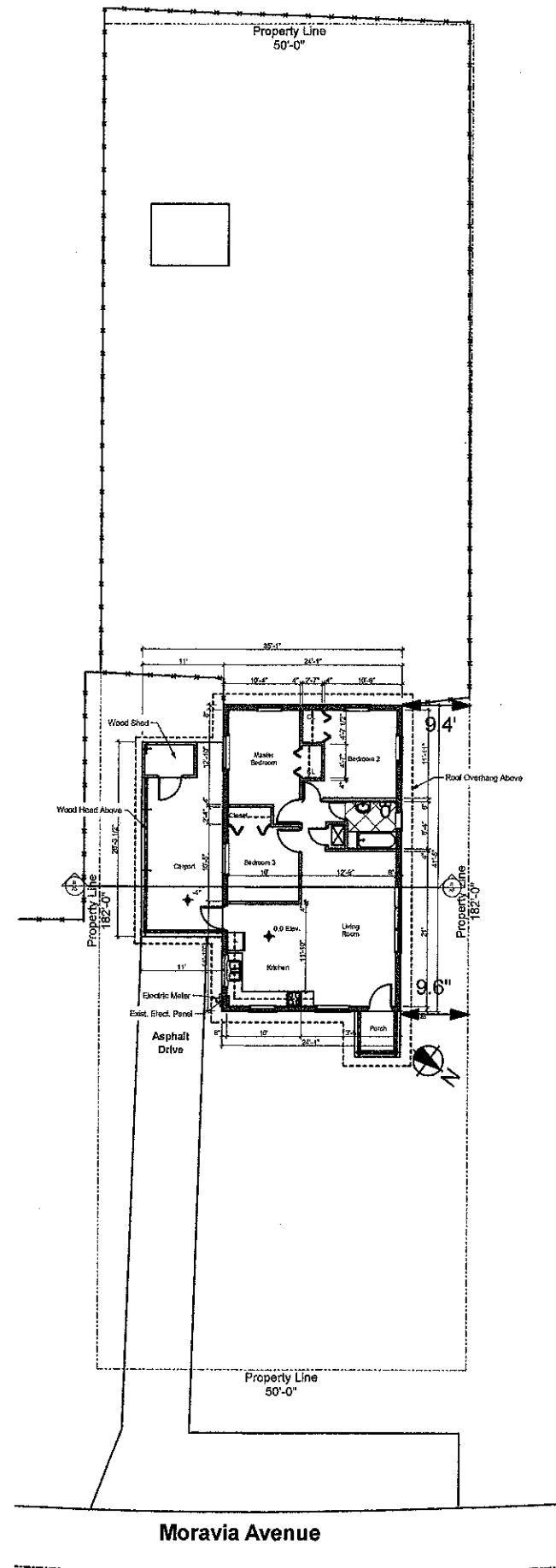
STAFF USE ONLY

Planner's Comments/Notes: BOPTA April 3rd City Commission 85
Feb 24th cut-off date.
Fee \$250

☐ Notifications Discussed

Date Submitted: 2-1-17 Taken By: J. Harowski Time: 3:00 a.m./p.m.

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Existing Site Plan

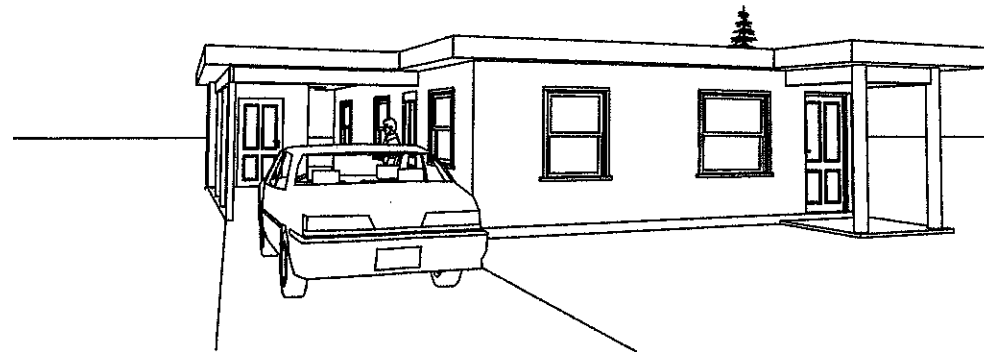
SCALE: 3/32" = 1'-0"

Residential Renovation & Addition

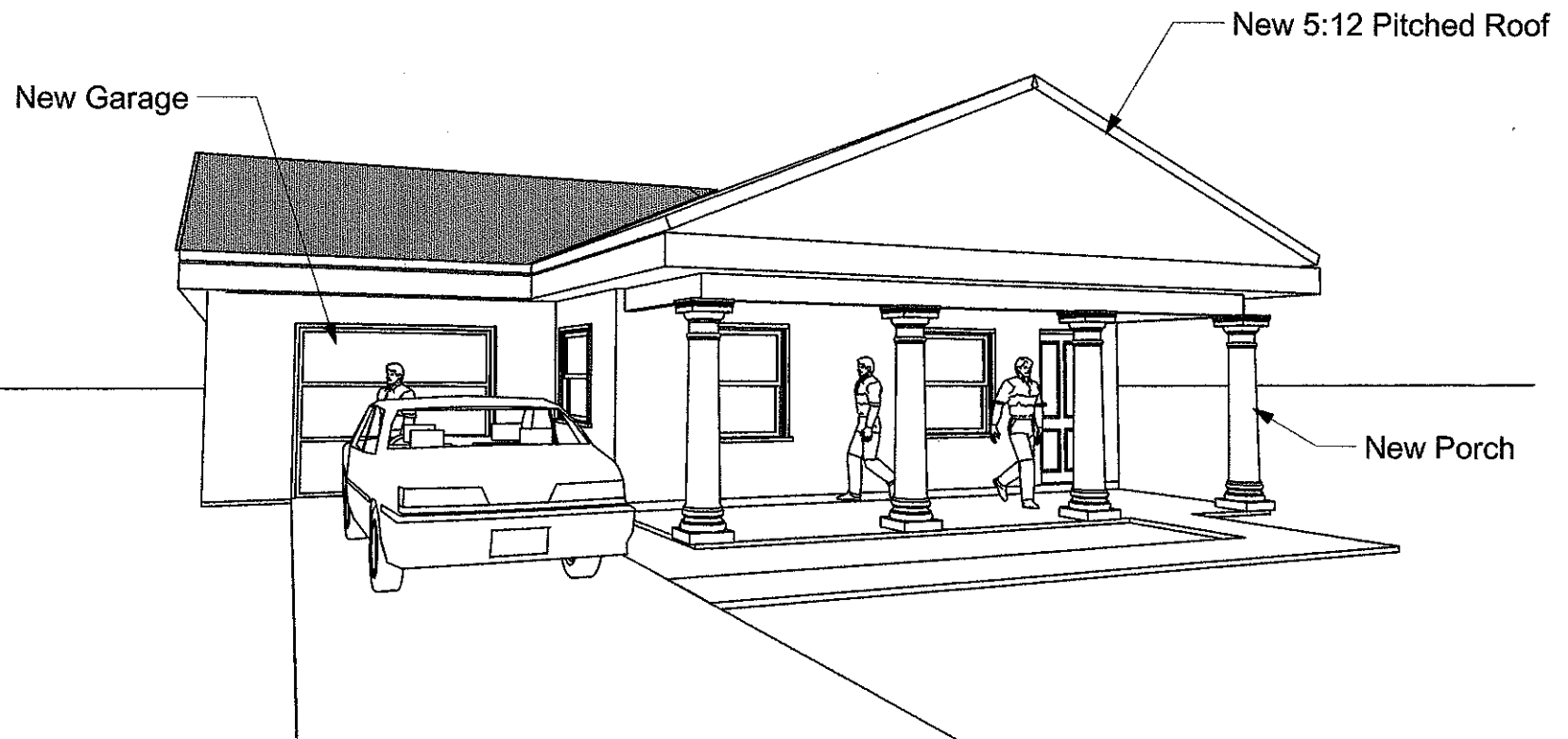
1408 Moravia Avenue
Holly Hill, Florida

FBC Existing Building Code
Scope Of Work: We are removing the existing carport and replacing it with an enclosed garage. We are adding 8'-0" of enclosed space on the west side of the home, enlarging the bedrooms and adding a bathroom. We are removing the existing front porch and replacing it with a larger front porch. Also the kitchen is being replaced with new cabinets, appliances and fixtures. The HVAC system is also being replaced in its entirety. Plans Conform to the requirements of the 5th. Edition Florida Building Code with adopted supplements.
Wind Speed 140
Enclosed Building Type
Risk Category 2
Exposure Category C
Internal Pressure Coefficient = .18
Wind Importance Factor 1
Wind Pressures +33.1 -43.1

Table of Contents	
Sheet	Name
A-001	Title Sheet
A-002	Existing Floor Plan
A-003	Existing Elevations
A-004	Renovated Floor Plan
A-005	North Elevation
A-006	East Elevation
A-007	Blg Sections



Existing Front Perspective



Renovated Front Perspective

REV 6.2.d

Richard Brookfield Architect, LLC
Fla. Reg. # AA26003248
brookfieldarchitect.com
P.O. Box 4195 Ormond Beach, FL USA 32175

Residential Renovation & Addition
1408 Moravia Avenue
Holly Hill, Florida

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DATE Dec. 12, 2016

COMM. NO. 53153472

DRAWN BY R.B.

SHEET TITLE

Title Sheet

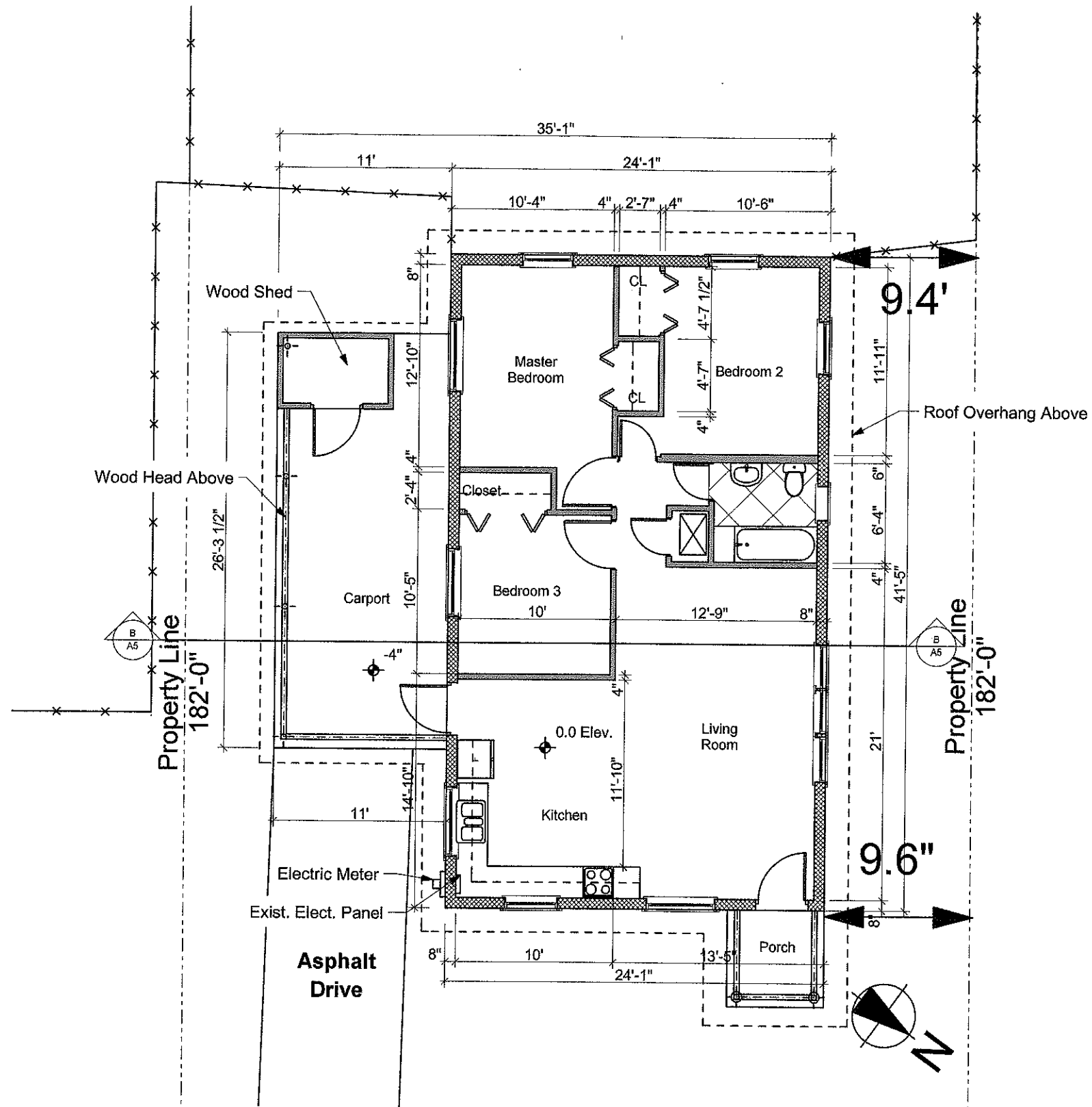
SHEET

A-001

Packet Pg. 146

SHEET 1 OF 17

Attachment: V-2017-02 Construction Plans (1661 : 1408 Moravia Variance Request)



Existing Floor Plan

SCALE: 1/4" = 1'-0"

Enclosed Space = 998 sq. ft.
Front Porch = 38 sq. ft.
Carport = 289 sq. ft.

6.2.d

REVISIONS

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Richard Brookfield Architect, LLC

Fla. Reg. # AA26003248

brookfieldarchitect.com

Residential Renovation & Addition

1408 Moravia Avenue

Holly Hill, Florida

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DATE

Dec. 12, 2016

COMM. NO.

53153472

DRAWN BY

R.B.

SHEET TITLE

Existing Floor Plan

SHEET

A-002

Packet Pg. 147

SHEET 2

OF 17

Attachment: V-2017-02 Construction Plans (1661 : 1408 Moravia Variance Request)

01/24/17

1661

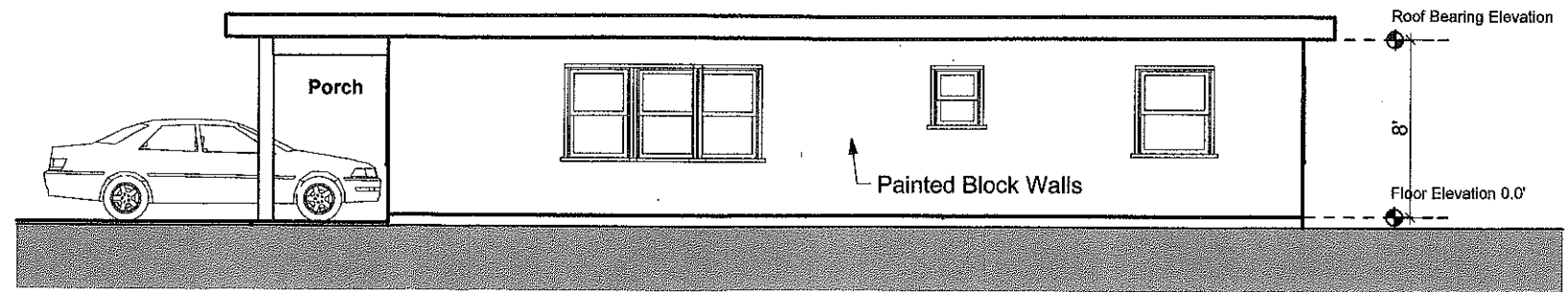
1408

1661

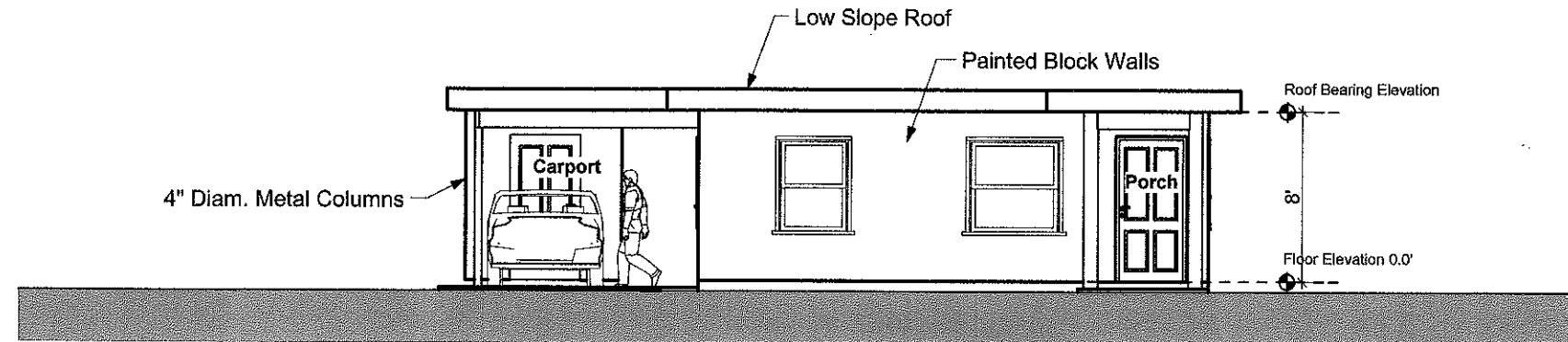
1661

1661

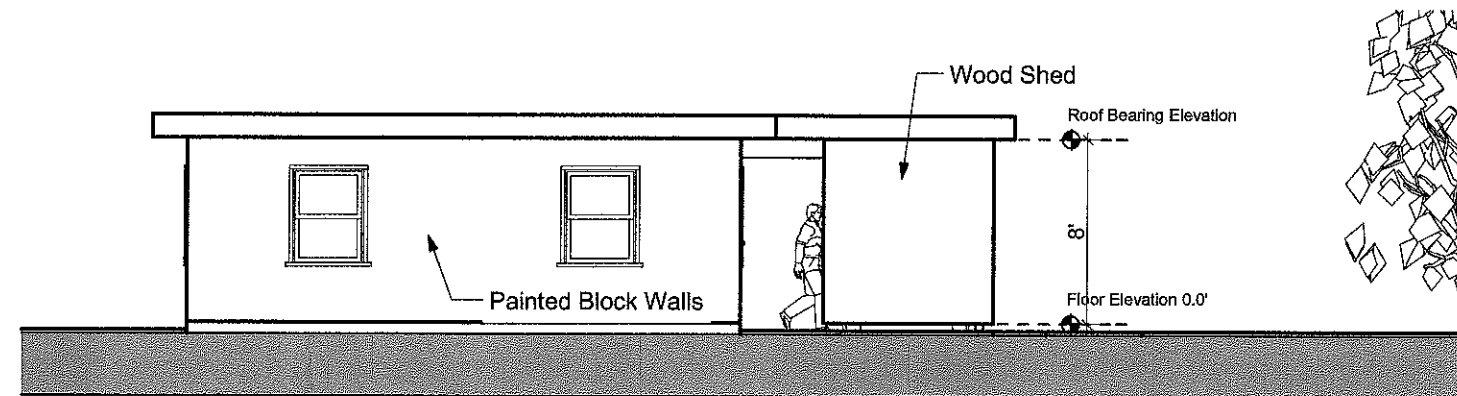
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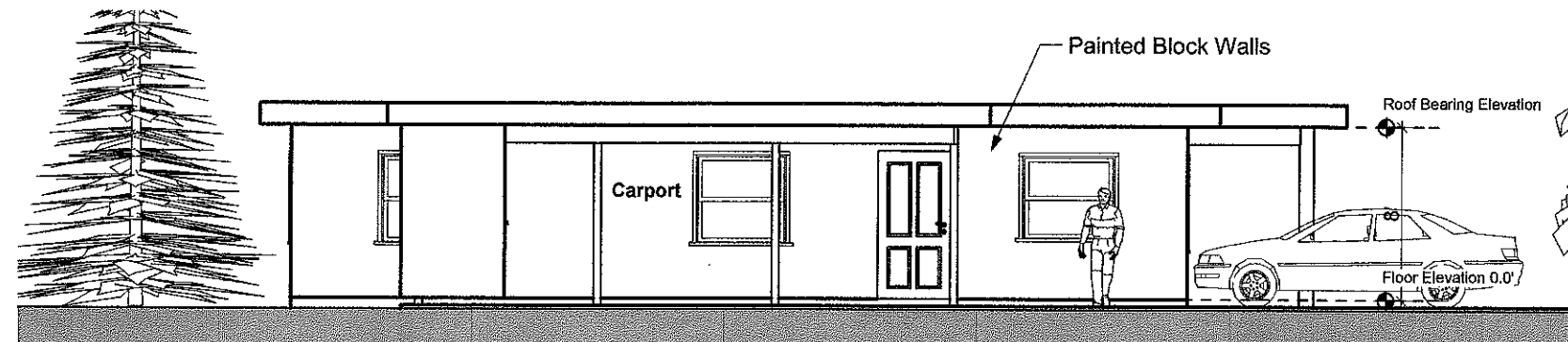
Existing North Elevation



Existing East Elevation



Existing West Elevation



Existing South Elevation

6.2.d

REV

Richard Brookfield Architect, LLC
Fla. Reg. # AA26003248
brookfieldarchitect.com
P.O. Box 4195 Ormond Beach, FL USA 32175
DL 1/20/21 224 252.4

Residential Renovation & Addition
1408 Moravia Avenue
Holly Hill, Florida

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DATE
Dec. 12, 2016

COMM. NO.
53153472

DRAWN BY
R.B.

SHEET TITLE

Existing Elevations

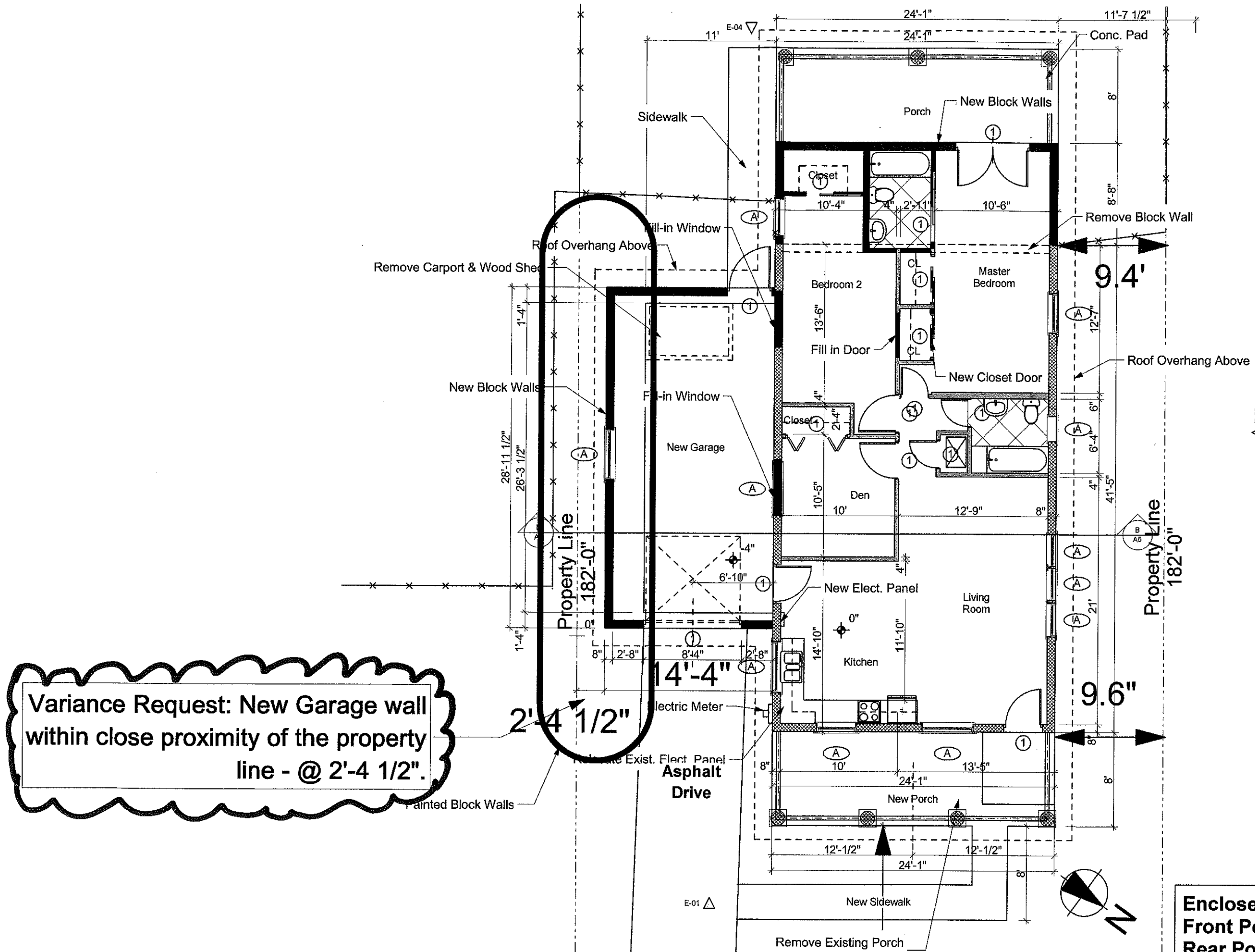
SHEET

A-003

Packet Pg. 148

SHEET 3 OF 17

Attachment: V-2017-02 Construction Plans (1661 : 1408 Moravia Variance Request)



6.2.d

Richard Brookfield Architect, LLC

Fla. Reg. # AA26003248

brookfieldarchitect.com

Residential Renovation & Addition

1408 Moravia Avenue

Hall, FL 34434

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DATE: Dec. 12, 2016

COMM. NO.: 831534

DRAWN BY: R.B.

SHEET TITLE: Renovated Floor Plan

Attachment: V-2017-02 Construction Plans (1661 : 1408 Moravia Variance Request)

Renovated Floor Plan

Plat

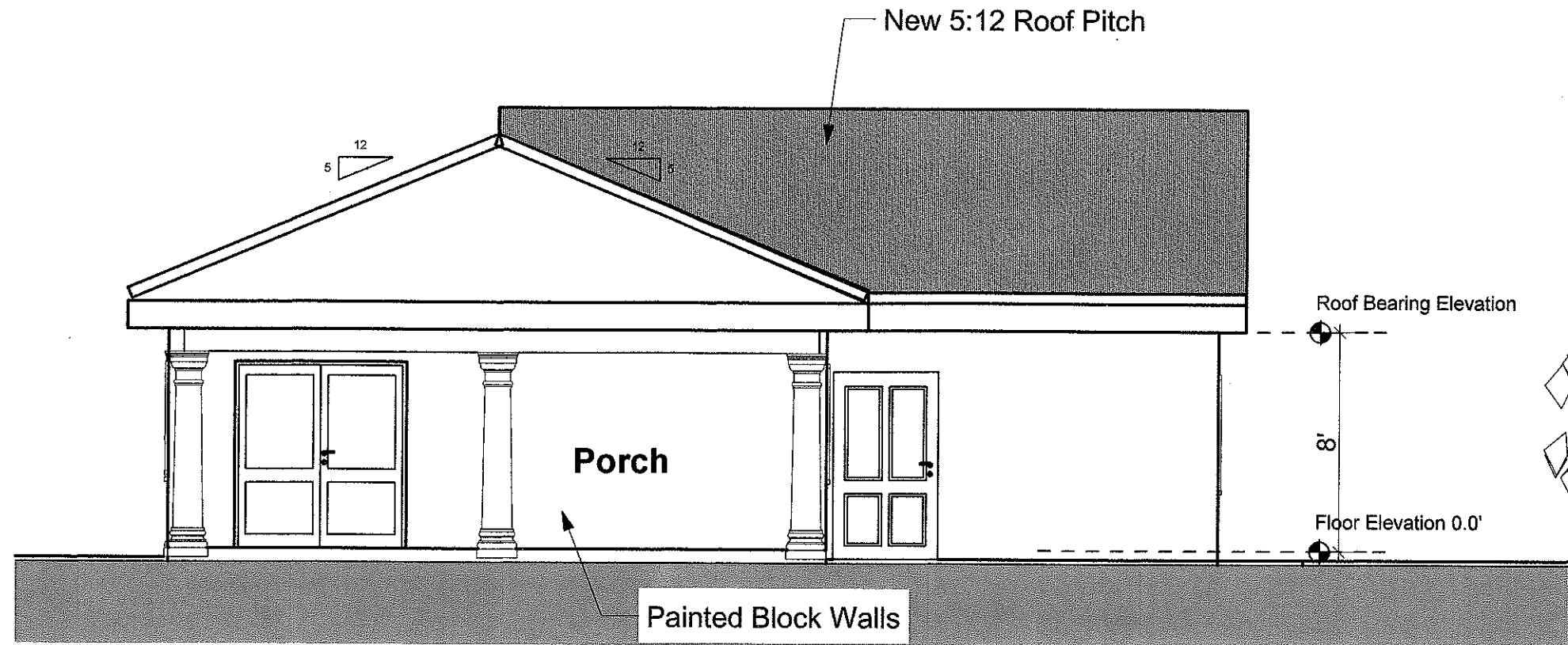
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A-004

Packet Pg. 149

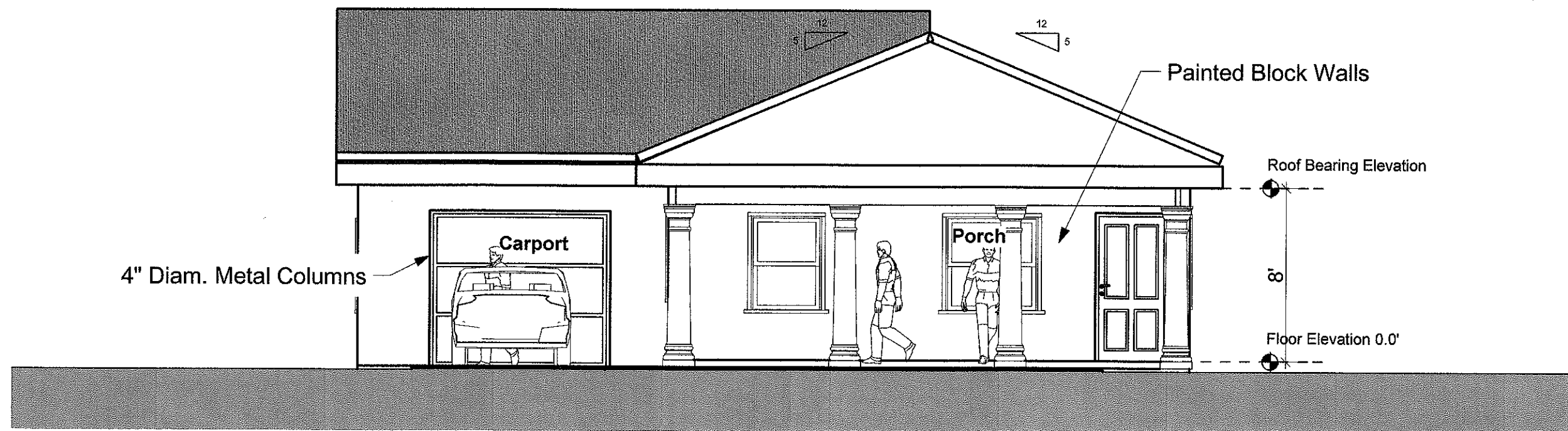
SHEET 4 OF 17

E:\Architects Plans 2016\1408 Moravia Warren Constr\1408 Moravia Res Reno Plan Book 40.pln



Renovated West Elevation

SCALE: 3/8" = 1'-0"



Renovated East Elevation

SCALE: 3/8" = 1'-0"

REV: 6.2.d

Richard Brookfield Architect, LLC
Fla. Reg. # AA26003248
brookfieldarchitect.com
P.O. Box 4195 Ormond Beach, FL USA 32175
DA: 1/20/21 224 2554

Residential Renovation & Addition
1408 Moravia Avenue
Holly Hill, Florida

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DATE
Dec. 12, 2016

COMM. NO.
53153472

DRAWN BY
R.B.

SHEET TITLE

North Elevation

SHEET

A-005

Packet Pg. 150

SHEET 5 OF 17

Attachment: V-2017-02 Construction Plans (1661 : 1408 Moravia Variance Request)

Richard Brookfield Architect, LLC
Fla. Reg. # AA26003248
brookfieldarchitect.com
P.O. Box 4195 Ormond Beach, FL USA 32175
Ph: (386) 324-3554

Residential Renovation & Addition
1408 Moravia Avenue
Holly Hill, Florida

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DATE: Dec. 12, 2016
COMM. NO.: 53153472
DRAWN BY: R.B.
SHEET TITLE:

East Elevation

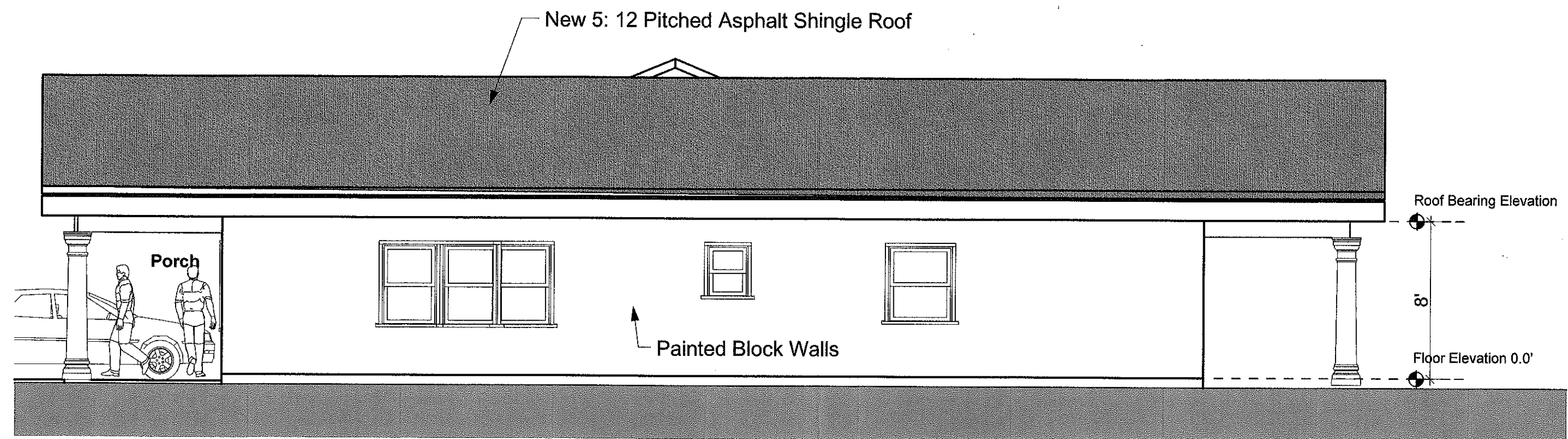
SHEET

A-006

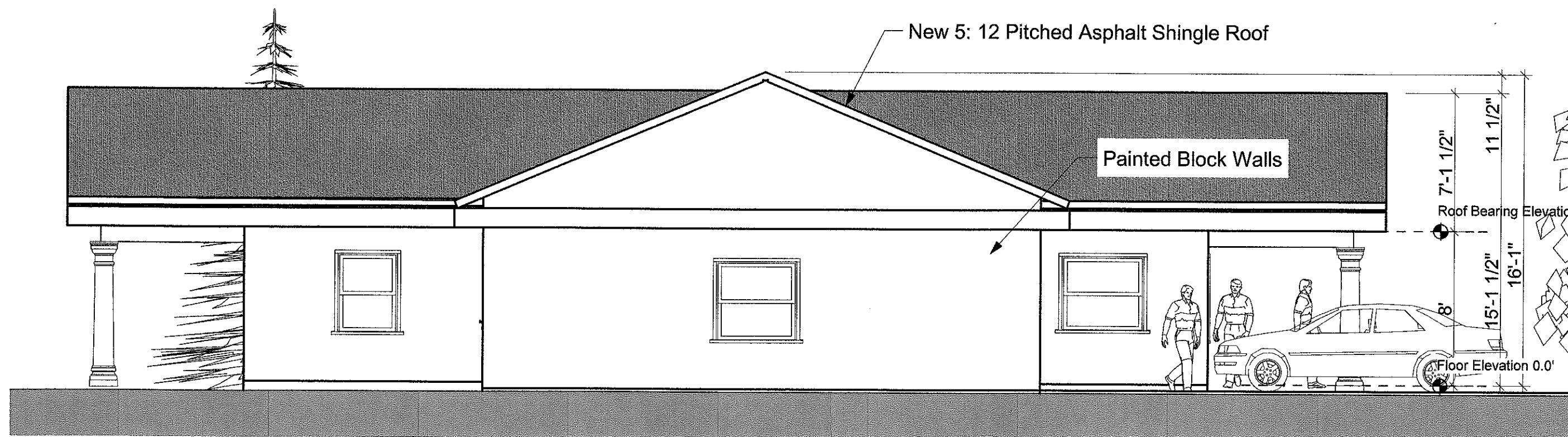
Packet Pg. 151

SHEET 6 OF 17

Attachment: V-2017-02 Construction Plans (1661 : 1408 Moravia Variance Request)

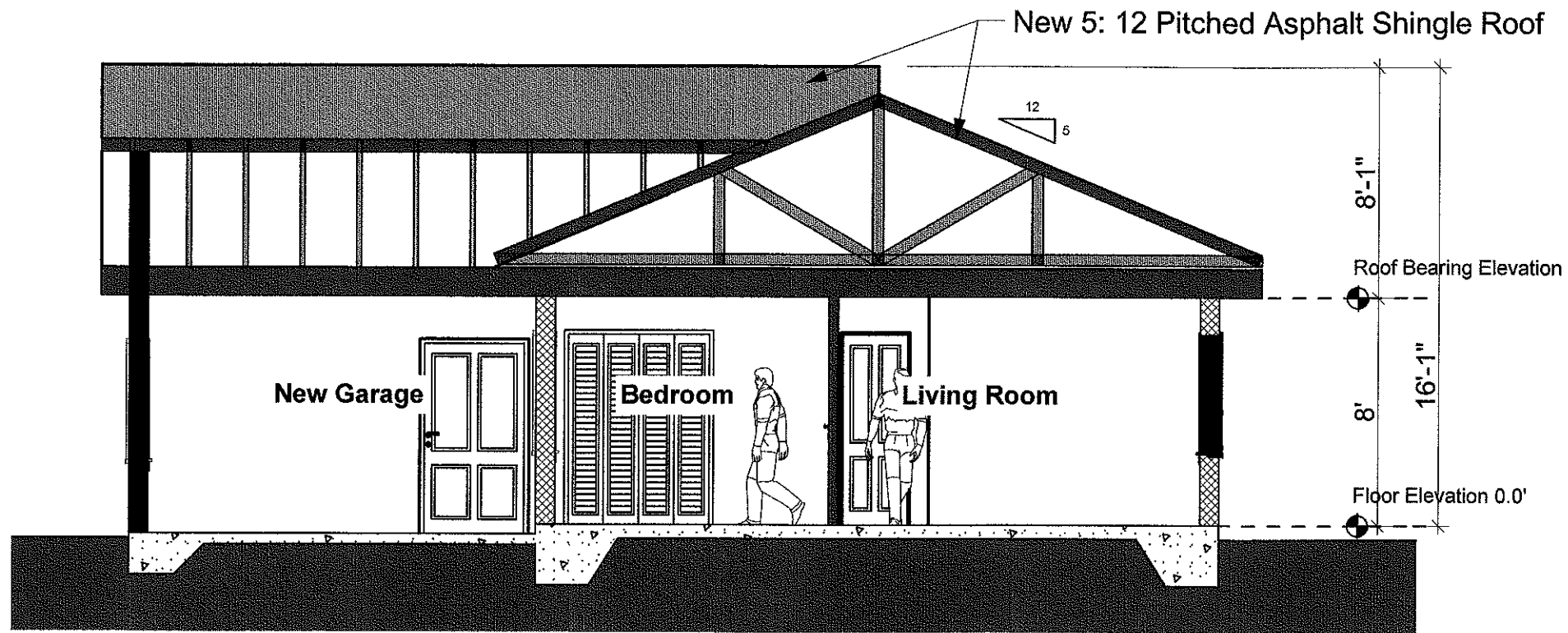


Renovated North Elevation
SCALE: 3/8" = 1'-0"



Renovated South Elevation
SCALE: 3/8" = 1'-0"

E:\Architects Plans 2016\1408 Moravia Warren Const\1408 Moravia Res Reno Plan Book-4D.pln



A Section A NS Axis
SCALE: 3/8" = 1'-0"

REVISION
6.2.d

Richard Brookfield Architect, LLC
Fla. Reg. # AA26003248
brookfieldarchitect.com
P.O. Box 4195 Ormond Beach, FL USA 32175
Ph: (386) 334-3564

Residential Renovation & Addition
1408 Moravia Avenue
Holly Hill, Florida

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DATE
Dec. 12, 2016

COMM. NO.
53153472

DRAWN BY
R.B.

SHEET TITLE

Bldg Section

SHEET

A-007

Packet Pg. 152

SHEET 7 OF 17

Attachment: V-2017-02 Construction Plans (1661 : 1408 Moravia Variance Request)



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

**City Commission
Agenda Item**

MEETING DATE: May 23, 2017
FROM: Kurt Swartzlander
SUBJECT: Budget Amendment(S) - Staff Report Only City Manager Level
Amendment(S)
NUMBER: (ID # 1660)
APPLICANT:
PLANNER:

DISCUSSION: City Manager level budget amendment(s). See attached documentation.

FISCAL ANALYSIS: Budget amendment(s) within the same department; no increase or decrease in revenues or expenditures, just a reallocation between line items. No change in total fund budget.

STAFF RECOMMENDATION: Report Only - Budget amendment report(s) attached

COMMISSION GOAL: N/A

MOTION: Report Only

- CM Budget Amendments (PDF)

Revision Date: 3/11/15

CITY OF HOLLY HILL
Budget Amendment Request
Fiscal Year 2016-2017

Requesting Department

Date

Public Works

4/20/2017

TAKE FUNDS FROM ACCOUNT NUMBER:

ACCOUNT DESCRIPTION:

AMOUNT:

480-3010-533-63-00

Renew & Replace/Infrastructure

20,000.00

400-0000-381-40-00

Water & Sewer/Transfer from R&R

20,000.00

Total

40,000.00

ADD FUNDS TO ACCOUNT NUMBER:

Water & Sewer/Repairs & Maintenance

20,000.00

400-3010-533-46-01

Renew & Replace/Transfer to W&S

20,000.00

480-8110-581-91-30

Total

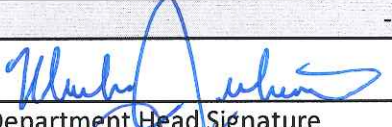
40,000.00

Purpose of Transfer: (include as much detail as possible)

Transfer "Sandblast & Paint Softener #1 per Department of Health" project budget from Water & Sewer Renewal & Replacement Fund-Infrastructure to Water & Sewer Fund-Repairs & Maintenance Expense classification.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals -----


 Department Head Signature

 5/1/17
 Date


 City Manager Signature

 5-1-2017
 Date

----- For Finance Use Only -----

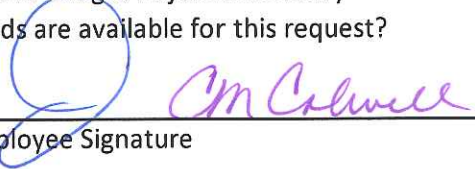
Step 1: Finance Review


 Finance Director Signature

 5/1/17
 Date

Step 2: Budget Adjustment Entry

Funds are available for this request?

☒ Yes ☐ No

 Employee Signature

 5/1/17
 Date

HTE Group #

1616

Revision Date: 3/11/15

CITY OF HOLLY HILL
Budget Amendment Request
Fiscal Year 2016-2017

Requesting Department

Date

Public Works

4/20/2014

TAKE FUNDS FROM ACCOUNT NUMBER:

ACCOUNT DESCRIPTION:

AMOUNT:

301-2110-521-64-00

Cap Projs/Machinery & Equipment

6,000.00

001-0000-381-90-00

Gen Fund/Transfer from Other Funds

6,000.00

Total

12,000.00

ADD FUNDS TO ACCOUNT NUMBER:

Gen Fund PD/Vehicle Repairs & Mntce

6,000.00

001-2110-521-46-50

Cap Projes/Transfer to General Fund

6,000.00

301-8110-581-91-01

Total

12,000.00

Purpose of Transfer: (include as much detail as possible)

Transfer "Accessories to Convert Ford Explorers to Patrol Units" project budget from General Capital Projects Fund-Machinery & Equipment to General Fund-Vehicle Repairs & Maintenance Expense classification. Windows, Seats & Control Panels do not meet criteria for capitalization.

Note: Funds can only be transferred within the same fund and same department without requiring further commission action. In addition funds can only be expended after amendment is completed.

----- Management Approvals -----

Department Head Signature

Date

City Manager Signature

Date

----- For Finance Use Only -----

Step 1: Finance Review

Finance Director Signature

Date

Step 2: Budget Adjustment Entry

Funds are available for this request?

☒ Yes ☐ No

HTE Group #

Employee Signature

Date

1642