CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

AGENDA ● JUNE 10, 2025

City Commission Chamber	Regular City Commission Meeting	6:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

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

HOLLY HILL
FLORIDA

City Commission Chamber
City Hall
1065 Ridgewood Avenue
Holly Hill, FL 32117

CITY COMMISSION MEMBERS

Mayor
John Penny

District 1 - Commissioner
Debra Snow

District 2 – Commissioner
Penny Currie

District 3 – Commissioner
Jeffrey DeLanoy

District 4 – Commissioner
Roy Johnson

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. CALL TO ORDER

a. Roll Call
b. Invocation by City Commissioner Debra Snow
c. Pledge of Allegiance

2. PRESENTATION

A. Holly Hill Police Department - Honoring Two New Corporals - Detective Kelsey Palm and Master Patrol Officer Michael Rosabella

3. PUBLIC COMMENTS

This is the time for the public to come forward with any comments they may have on any subject related to city business not listed on the Regular Agenda or under Public Hearings. Prior to commenting, individuals are asked to clearly state their name and city of residence for the record. Each individual shall be afforded no more than three (3) minutes to speak unless such time is extended by a majority vote of the City Commission. The City Clerk's Office is required to retain any documents, photographs, drawings, etc., that are shown to the City Commissioners. All comments shall be directed to the presiding officer.

A. Volusia County Councilman Troy Kent, District 4 - Support for the Holly Hill CRA Extension Request

4. APPROVAL OF MINUTES

1. Minutes - May 27, 2025 Finalizing Goals Workshop and May 27, 2025 Regular City Commission Meeting

   (Requested by Valerie Manning, City Clerk)

5. CONSENT AGENDA - ITEMS (1 - 3)

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. Resolution –2025-R-42 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Apply to the Volusia County Opiod Abatement Funding Program for a Grant in the Amount of $69,696.00 for the Purchase of 36 LIFEPAK CR2 Defibrillators and QUICK_STEP Electrode Covers; Providing for Severability; and Providing for an Effective Date.

   (Requested by Michele Moore, Finance)

2. Resolution –2025-R-43 A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Amending the Adopted Budget for the City of Holly Hill for the Fiscal Year 2024-2025; Providing for Severability; and Providing for an Effective Date.

   (Requested by Michele Moore, Finance)

3. Resolution –2025-R-44 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Apply to the Racing and Recreational Facilities District for a Grant in the Amount of $50,000 for the Purchase and Installation of the National Fitness Campaign, Fitness Court; Providing for Severability; and Providing for an Effective Date.

   (Requested by Michele Moore, Finance)

6. REGULAR AGENDA

1. Resolution –2025-R-45 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Execute a Request for Inclusion on the Drinking Water Priority List for Grant Funded Capital Water Resilience Improvement in the Amount of $2,904,222.50; Providing for Severability; and Providing an Effective Date.

   (Requested by Josef Grusauskas, Public Works)

2. Resolution –2025-R-46 A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Execute a Request for Inclusion on the Clean Water Priority List for Grant Funded Capital Wastewater Resilience Improvement in the Amount of $20,027,900.00; Providing for Severability; and Providing for an Effective Date.

   (Requested by Josef Grusauskas, Public Works)

7. PUBLIC HEARINGS - NONE

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 will be heard first. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that members of the public keep their comments brief and try to limit these comments to information not previously discussed. Members of the public who wish to speak, should state their name and city of residence clearly for the record. Each individual shall be afforded no more than three (3) minutes to speak unless such time is extended by a majority vote of the City Commission. The City Clerk’s office is required to retain any documents, photographs, drawings, etc., that are shown to the City Commissioners. 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.

8. COMMUNICATIONS

A. City Manager Comments
B. City Attorney Comments
C. Mayor's Comments
D. District City Commission Comments
E. Mayor's Conclusion Comments

9. 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: June 10, 2025
FROM: Valerie Manning
SUBJECT: Minutes - May 27, 2025 Finalizing Goals Workshop and May 27, 2025 Regular City Commission Meeting
NUMBER: (ID # 4909)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the May 27, 2025 finalizing goals workshop and the May 27, 2025 regular City Commission meeting.

MOTION:

Approve both sets of minutes as submitted by staff.

- Minutes - May 27, 2025 - Regular City Commission meeting (PDF)
- Minutes - May 27, 2025 - Workshop - Finalizing Goals Session (PDF)

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● MAY 27, 2025

City Commission Chamber **Regular City Commission Meeting** **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

a. Roll Call

Attendee Name	Title	Status	Arrived
John Penny	Mayor	Present	
Debra Snow	City Commissioner	Present	
Penny Currie	City Commissioner	Present	
Jeffrey DeLanoy	City Commissioner	Present	
Roy Johnson	City Commissioner	Present	

b. Invocation by Mayor John Penny
Mayor Penny led the invocation.

c. Pledge of Allegiance
Mayor Penny led the Pledge of Allegiance to the Flag.

2. PRESENTATION

1.

Mid Year Budget Review FY 2024-2025

(Requested by Michele Moore, Finance)
There was no vote needed on the Mid-Year Budget FY24-25 presentation itself, however, the Commission did take a vote on the three (3) Mid-Year Budget FY24-25 Amendment Requests (BAR) that were a part of the discussion and within the agenda packet, better known as Attachments A, B, and C.

Commissioner Currie made a motion to ***APPROVE the three (3) Mid-Year Budget FY24-25 Amendment Requests as submitted by staff within the agenda packet****, seconded by Commissioner Snow.*

Mayor Penny opened public participation. No one spoke.

PASSED, 5-0.

RESULT:	**NO VOTE NEEDED**

3. PUBLIC COMMENTS

The following individual came before the Mayor and City Commissioners: Danielle Latona, Holly Hill.

4. APPROVAL OF MINUTES

1.

Minutes - May 13, 2025 - Regular City Commission Meeting

(Requested by Valerie Manning, City Clerk)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Penny Currie, City Commissioner
SECONDER:	Jeffrey DeLanoy, City Commissioner
AYES:	Penny, Snow, Currie, DeLanoy, Johnson

Enacted and approved this 27th day of May, 2025, in Holly Hill

5. CONSENT AGENDA - ITEMS (1 - 5)

Mayor Penny asked if there was any member from the audience who wished to speak on any item on the Consent Agenda or if any member of the Commission wished to pull an item for further discussion. There was no one.

1. 2025-R-36 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Execute Change Order No. 2 with All State Civil Construction, Inc., for the Construction of the Tidal Backflow Preventers Project for Field Conditions that Require Changes to the Bid Price in the Amount of $70,530.50 and Increasing Contract Time by 90-Days; Providing for Severability; and Providing for an Effective Date.

(Requested by Josef Grusauskas, Public Works)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Roy Johnson, City Commissioner
SECONDER:	Debra Snow, City Commissioner
AYES:	Penny, Snow, Currie, DeLanoy, Johnson

RESOLUTION
2025-R-36
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NO. 2 WITH ALL STATE CIVIL CONSTRUCTION, INC., FOR THE CONSTRUCTION OF THE TIDAL BACKFLOW PREVENTERS PROJECT FOR FIELD CONDITIONS THAT REQUIRE CHANGES TO THE BID PRICE IN THE AMOUNT OF $70,530.50 AND INCREASING CONTRACT TIME BY 90-DAYS;

PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER NO. 2 WITH ALL STATE CIVIL CONSTRUCTION, INC., FOR THE CONSTRUCTION OF TIDAL BACKFLOW PREVENTERS PROJECT FOR FIELD CONDITIONS THAT REQUIRE CHANGES TO THE BID PRICE IN THE AMOUNT OF $70,530.50 AND INCREASING CONTRACT TIME BY 90-DAYS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City entered into a contract with All State Civil Construction, Inc., for the construction of the Tidal Backflow Preventers Project; and

WHEREAS, Changes orders are required from time to time to address changing field conditions; and

WHEREAS, Change Order #1, in the amount of $35,598.05 was processed by the City Manager on April 14, 2025 under the City Manager's authority; and

WHEREAS, Staff requests the authorization of the City Manager to execute Change Order #2 at a cost of $70,530.50 with a time extension of the 90-days to the contract.

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

SECTION 1. That the City Commission of the City of Holly Hill accept Change Order # 1 and approve Change Order #2 and authorize the City Manager to execute the same.

SECTION 2. 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 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 27th day of MAY, 2025.

Enacted and approved this 27th day of May, 2025, in Holly Hill

2. 2025-R-38 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Amending the Fiscl Year 2024-2025 Annual Operating Budget, Appropriating AAA Traffic Safety Grant to the Fiscal Year 2024-2025 Budget; Setting Forth Revenues and Expenditures; Providing for Severability; and Providing for an Effective Date.

(Requested by Byron Williams, Police)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Roy Johnson, City Commissioner
SECONDER:	Debra Snow, City Commissioner
AYES:	Penny, Snow, Currie, DeLanoy, Johnson

RESOLUTION
2025-R-38
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE FISCL YEAR 2024-2025 ANNUAL OPERATING BUDGET, APPROPRIATING AAA TRAFFIC SAFETY GRANT TO THE FISCAL YEAR 2024-2025 BUDGET; SETTING FORTH REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE FISCAL YEAR 2024-2025 ANNUAL OPERATING BUDGET, APPROPRIATING AAA TRAFFIC SAFETY GRANT TO THE FISCAL YEAR 2024-2025 BUDGET; SETTING FORTH REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Holly Hill Police Department applied for a $7,543.00 AAA Traffic Safety Grant through the AAA Foundation; and

WHEREAS, The City Of Holly Hill Police Department seeks to utilize these awarded funds towards a mobile traffic radar trailer; and

WHEREAS, The City of Holly Hill Police Department intends to implement a Traffic Radar Trailer Initiative; and

WHEREAS, the City of Holly Hill Commission adopted Resolution 2024-R-66 approving the Annual Operating Budget for Fiscal Year 2024-2025; and

WHEREAS, the City of Holly Hill, by subsequent Resolutions 2024-R-95, R-85, R-77, R-68, R-71, and R-72, R-9, R-101, R-3, and R-20amending the operating budget for Fiscal Year 2024-2025; and

WHEREAS, the City requires all expenditures to be fully budgeted and requires a budget amendment to identify the revenue source and encumber the expenditure; and

WHEREAS, the City of Holly Hill City Commission desires to set forth and appropriate certain revenues and expenses.

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

SECTION 1. BUDGET AMENDMENT. The grant award funds are hereby appropriated as set forth in Composite Exhibit 'A' attached hereto, which reflects revenues and corresponding expenditures for the designated projects for fiscal year 2024-2025 budget.

SECTION 2. 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 apart of this Resolution.

SECTION 3. EFFECTIVE DATE. The Budget item adopted in the preceding section shall govern the expenditures relating to operations and projects for the City during the current fiscal year effective October 1, 2024 through September 30, 2025. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 27th day of MAY, 2025.

Enacted and approved this 27th day of May, 2025, in Holly Hill

3. –2025-R-39 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Florida Law Enforcement Agreement for Accreditation for the Holly Hill Police Department; Providing for Severability; and Providing for an Effective Date.

(Requested by Byron Williams, Police)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Roy Johnson, City Commissioner
SECONDER:	Debra Snow, City Commissioner
AYES:	Penny, Snow, Currie, DeLanoy, Johnson

RESOLUTION
2025-R-39
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE FLORIDA LAW ENFORCEMENT AGREEMENT FOR ACCREDITATION FOR THE HOLLY HILL POLICE DEPARTMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE FLORIDA LAW ENFORCEMENT AGREEMENT FOR ACCREDITATION FOR THE HOLLY HILL POLICE DEPARTMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Holly Hill Police Department is currently in the process of becoming an accredited agency; and

WHEREAS, The City of Holly Hill Police Department wishes to enter into an accreditation agreement with the Commission for Florida Law Enforcement Accreditation, Inc., (CFA); and

WHEREAS, the purpose of this agreement is to establish the relationships between, and set responsibilities of, the parties to this agreement by assessing Holly Hill Police Department's compliance of standards; and

WHEREAS, by the CFA's assessing Holly Hill Police Department's continuing compliance with applicable standards; and

WHEREAS, Holly Hill Police Department is responsible for complying with all terms and conditions of the agreement during the accreditation process; and

WHEREAS, this is a capital project identified in the FY 24-25 budget cycle; and

WHEREAS, the fee to CFA for assessment based off of number of current sworn officers is $450.00 for 10-24 current sworn; and

WHEREAS, Holly Hill Police Department shall be responsible for Assessor costs, including travel, lodging, and per diem paid.

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

SECTION 1. That the City Commission of the City of Holly Hill approve the Florida Law Enforcement agreement for accreditation.

SECTION 2. The City Commission directs the Police Chief to develop a plan for the implementation of accreditation, including but not limited to, the selection of qualified officers, acquisition of necessary equipment, facilities, and training.

SECTION 3. Funding for the Florida Law Enforcement Agreement for accreditation shall be derived from existing law enforcement budgets, grants, community donations, or other appropriate sources as deemed necessary by the City of Holly Hill.

SECTION 4. 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 5. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 27th day of MAY, 2025.

Enacted and approved this 27th day of May, 2025, in Holly Hill

4. –2025-R-40 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Approving the Authorization of Obtaining a Certified Ammunition Dealer for Trade or Purchase of .40 Caliber Ammunition; Setting Forth Revenues and Expenditures; Providing for Severability; and Providing for an Effective Date.

(Requested by Byron Williams, Police)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Roy Johnson, City Commissioner
SECONDER:	Debra Snow, City Commissioner
AYES:	Penny, Snow, Currie, DeLanoy, Johnson

RESOLUTION
2025-R-40
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE AUTHORIZATION OF OBTAINING A CERTIFIED AMMUNITION DEALER FOR TRADE OR PURCHASE OF .40 CALIBER AMMUNITION; SETTING FORTH REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE AUTHORIZATION OF OBTAINING A CERTIFIED AMMUNITION DEALER FOR TRADE OR PURCHASE OF .40 CALIBER AMMUNITION; SETTING FORTH

REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Holly Hill Police Department accumulated 21 cases or 21,000 rounds of .40 caliber ammunition over the past three years; and

WHEREAS, originally, the rounds were issued for duty and training purposes with department-issued .40 caliber handguns; and

WHEREAS, the Holly Hill Police Department transitioned to 9mm handguns to align with current law enforcement industry standards; and

WHEREAS, the Holly Hill Police Department is seeking authorization to locate a certified ammunition dealer who is willing to either trade or purchase these rounds; and

WHEREAS, all transactions will be conducted in compliance with applicable local, state, and federal laws and regulations governing the sale and trade of ammunition.

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

SECTION 1. That the City Commission of the City of Holly Hill approve the trade or purchase of ammunition to an authorized dealer.

SECTION 2. If a purchase is executed, any revenue generated will be returned to the appropriate departmental budget or used to support future ammunition purchases.

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 a part of this Resolution.

SECTION 4 EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 27th day of MAY, 2025.

Enacted and approved this 27th day of May, 2025, in Holly Hill

5. –2025-R-41 Resolution

A Resolution of the City Commission of the City of Holly Hill, Florida, Declaring Identified Items as Surplus and Authorizing the Recycling of the Computers; Providing for Severability; and Providing for an Effective Date.

(Requested by Michele Moore, Finance)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Roy Johnson, City Commissioner
SECONDER:	Debra Snow, City Commissioner
AYES:	Penny, Snow, Currie, DeLanoy, Johnson

RESOLUTION
2025-R-41
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, DECLARING IDENTIFIED ITEMS AS SURPLUS AND AUTHORIZING THE RECYCLING OF THE COMPUTERS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, DECLARING IDENTIFIED ITEMS AS SURPLUS AND AUTHORIZING THE AUCTIONING OF THE FOUR (4) FORD VEHICLES AND RECYCLING OF THE ELEVEN (11) HEWLETT PACKARD COMPUTERS, THREE (3) ACER COMPUTERS, FOUR (4) ROTARY VEHICLE LIFTS, AND ONE (1) KUSTOM SIGNS SMART SIGN TRAILER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Information Technology Department has identified eleven (11) HP computers and three (3) Acer computers as past their useful life; and

WHEREAS, the Public Works Department has identified four (4) Rotary vehicle lifts, one (1) Kustom Signs smart sign trailer, and four (4) Ford vehicles have been identified as past the end of their useful lives: and

WHEREAS, City staff recommends that the equipment identified by the Information Technology and the Public Works Departments' be approved for auction/recycle.

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

SECTION 1. That the City Commission does hereby declare the Information Technology items identified as surplus and authorize the recycling of eleven (11) HP computers and three (3) Acer computers.

SECTION 2. That the City Commission does hereby declare the Public Works Department items identified as surplus and authorize the auctioning four (4) Ford vehicles and recycling of four (4) Rotary vehicle lifts, one (1) Kustom Signs smart sign trailer.

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.

<u>SECTION 4. EFFECTIVE DATE</u>. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this <u>27th</u> day of MAY, 2025.

Enacted and approved this 27th day of May, 2025, in Holly Hill

6. REGULAR AGENDA - NONE

7. PUBLIC HEARINGS

1. –2025-O-3088 <u>Ordinance</u>

SECOND READING - an Ordinance of the City of Holly Hill, Florida, Amending Section 42-34 (Cost of Living Adjustment) of the Holly Hill Code of Ordinances to Incorporate an Amendment to the Cost of Living Adjustment as Approved During Collective Bargaining; Providing for Conflicting Ordinances; Providing for Severability; and Providing an Effective Date.

(Requested by Joseph Forte, City Manager)
Mayor Penny opened public participation. No one spoke.

RESULT:	**ADOPTED AT 2ND READING [UNANIMOUS]**
MOVER:	Penny Currie, City Commissioner
SECONDER:	Roy Johnson, City Commissioner
AYES:	Penny, Snow, Currie, DeLanoy, Johnson

ORDINANCE
2025-O-3088
SECOND READING - AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING SECTION 42-34 (COST OF LIVING ADJUSTMENT) OF THE HOLLY HILL CODE OF ORDINANCES TO INCORPORATE AN AMENDMENT TO THE COST OF LIVING ADJUSTMENT AS APPROVED DURING COLLECTIVE BARGAINING; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING SECTION 42-34 (COST OF LIVING ADJUSTMENT) OF THE HOLLY HILL CODE OF ORDINANCES TO INCORPORATE AN AMENDMENT TO THE COST OF LIVING ADJUSTMENT AS APPROVED DURING COLLECTIVE BARGAINING; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 42-34 (Cost of Living Adjustment) of the Holly Hill Code of Ordinances currently provides for a certain cost of living adjustment based on the retirement date of the member; and

WHEREAS, during the recent collective bargaining negotiation, the City and PBA agreed to an amendment to the cost of living adjustment, which needs to be incorporated into the City's Code of Ordinances; and

WHEREAS, words which are underlined (<u>underlined</u>) are additions to the text and words with strike through (~~strike through~~) the text are deletions from the text.

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

<u>SECTION 1.</u> The City Commission of the City of Holly Hill hereby amends Section 42-34 (Cost of Living Adjustment) to read as follows:

Sec. 42-34. - Cost of living adjustment.

For all employees retiring on or after September 30, 2006, the annual retirement benefit shall be increased annually by a two percent cost of living adjustment, with the first adjustment occurring on the first year anniversary of the employee's retirement and each subsequent adjustment shall occur on each subsequent anniversary date. For all employees retiring on or after October 6, 2009, the annual retirement benefit shall be increased annually by a two percent cost of living adjustment, with the first adjustment occurring on the fifth year anniversary of the employee's retirement and each subsequent adjustment shall occur on each subsequent anniversary date. <u>Bargaining Unit Members hired after October 1, 2024 shall not receive a cost of living adjustment to their retirement benefits. However, when the Unfunded Accrued Actuarial Liability (UAAL) reduces to $1,000,000.00 the City will consider reinstating the COLA.</u>

<u>SECTION 2.</u> 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 become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 27th day of MAY, 2025 for second and final reading.

Enacted and approved this 27th day of May, 2025, in Holly Hill

8. COMMUNICATIONS

A. City Manager Comments
None.

B. City Attorney Comments
None.

C. Mayor's Comments
Mayor Penny thanked Commissioner Johnson for filling in for him during the Memorial Day remembrance ceremony on Monday and thanked the citizens as well for showing up to the County meetings as it pertains to the flooding issues and concerns and for speaking up and sharing their concerns with the County and encouraged them to continue doing that because the elected officials get involved, however, the County seems to show up when the citizens come forward and share about issues within their own communities.

D. District City Commission Comments
The Commissioners enjoyed the Memorial Day remembrance on Monday hosted by the American Legion Post 120 and expressed how great of job they always do and appreciate them for coming to the city to host that as well as the other things they do with the city.

Commissioner Snow remined everyone about the upcoming kids concert for ages 3 to 7 year old's called the *"WiseOcean Live"* event happening at Sica Hall on Saturday, June 14th from 10:00 AM - 11:00 AM; Commissioner Snow mentioned she enjoyed the Volusia League of Cities annual Award Services Banquet and congratulated Donna Dungee from Community Development for receiving the "Employee of the Year" award; congratulated Holly Hill Police Sergeant Andrew Barrett who was an award recipient at the *Regional Valor Awards hosted by the Hispanic Chamber of Commerce of Central Florida*; mentioned the LPGA canal and how happy she is to see that cleared out before hurricane season begins and appreciates the County for doing that and thanked the citizens and staff for playing a big part in the County getting involved.

Commissioner Johnson enjoyed the Volusia League of Cities dinner that was held last week for their annual Award Services Banquet and congratulated the city's employee, Donna Dungee for winning the "Employee of the Year"; TPO meeting tomorrow and the Volusia Sports Center has summer try-outs taking place tonight.

E. Mayor's Conclusion Comments
None.

9. ADJOURNMENT

The meeting adjourned at approximately 6:30 PM.

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● MAY 27, 2025

City Commission Chamber	Work Session	4:00 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
John Penny	Mayor	Present	
Debra Snow	City Commissioner	Present	
Penny Currie	City Commissioner	Present	
Jeffrey DeLanoy	City Commissioner	Present	
Roy Johnson	City Commissioner	Present	

2. GOALS - FINALIZING 5 YEAR GOALS

Karen Allen, Executive Director, Volusia League of Cities, facilitated the goal session workshop on April 24, 2025 and tonight's workshop. From that workshop, Ms. Allen summarized the information she gathered into this Goal Setting Facilitation Report. During tonight's workshop discussion there was ***consensus*** to add another paragraph in the "Commission Vision Statement" section pertaining to enhancing stormwater resiliency, infrastructure, etc., and to remove the "numbering" for the goals and just put a bullet in front of them; add support and create events or activities for early learning children, specifically ages 3-7 year old's; in the section for *Optimize Use of Tyler Software System*, add the language "communications to our community" to the existing paragraph; under the Public Works Goals add a third bullet with language similar to "continued commitment to renewal and replacement of existing infrastructure." The following facilitation report was discussed:

<u>Introduction</u>

On Thursday, April 24, 2025, from 12:00 p.m. to 5:00 p.m., the Holly Hill City Commission, City Manager, and Department Heads participated in a facilitated goal-setting session. The purpose of the session was to identify strategic priorities, strengthen alignment among commissioners, and guide future planning and resource allocation.

The session was structured to foster open dialogue, build consensus, and focus on actionable outcomes that reflect the Commission's shared vision for the community.

This report summarizes the key outcomes of the session, including major discussion themes, identified short and long-term goals, and recommended next steps. It serves as a foundational document for continued strategic planning, ensuring the City's leadership remains focused, collaborative, and responsive to the needs of Holly Hill residents.

<u>Departmental Overview and Commission Discussion</u>

As part of the facilitation process, each Department Head provided a verbal presentation outlining their department's priorities, operational needs, and strategic goals. These presentations highlighted opportunities to improve efficiency, address current challenges, and enhance service delivery to Holly Hill residents.

Upon conclusion of these presentations, Department Heads exited the session. The City Commission then engaged in focused discussion, reflecting on departmental input while articulating their own individual goals.

This portion of the session emphasized alignment between Commission priorities and departmental objectives, balancing immediate concerns with long-term aspirations for growth and service excellence.

Commission Vision Statement

The City Commission articulated a unified vision for the future of Holly Hill. The Commission envisions a city that is both aesthetically beautiful and safe, with a strong sense of community pride, supported by thriving businesses and high-performing schools.

Holly Hill is envisioned as a year-round sports capital, leveraging Volusia Sports Center and Flight Gymnastics along with Pictona and related amenities to attract residents and visitors. Additional priorities include increasing homeownership, encouraging redevelopment, improving residential and commercial properties, and recognizing the Halifax River as one of the City's most valuable natural assets and economic drivers.

This vision provides a strategic framework for the City's ongoing work in governance, development, and community building.

ADDED BY CONSENSUS: Sample sentence - "Our city is committed to enhancing stormwater resiliency through innovative infrastructure, sustainable planning, and a proactive community engagement to better protect residents and the environment from flooding and climate related impacts."

Review of Existing Goals

The Commission reviewed previously adopted goals and expressed satisfaction with progress to date. Where possible, most goals have been completed or are currently underway. Building on that momentum, the Commission categorized new and existing priorities into four core areas:

- **Community Services**
- **Finance**
- **Public Safety**
- **Public Works**

City Commission and Department Head Priorities

Below is a summary of identified priorities from the City Commission and Department Heads. These shared priorities reflect a strong commitment to efficient service delivery, infrastructure improvement, and sustainable community development.

Community Services Priorities

- Recruit new businesses and redevelop existing businesses, particularly outdated motel properties.
- Maintain clean parks and recreational areas.
- Repair and maintain city piers.
- Strengthen the partnership with Pictona, including joint branding, shared slogans, and coordinated promotional photo opportunities.
- Increase homeownership throughout the city.
- Ensure Holly Hill's inclusion in the Wind Pool for insurance eligibility.
- Collaborate with the YMCA on a long-term strategic plan.
- Finalize a development and use plan for the LPGA property.
- Enhance engagement with Team Volusia.
- Promote increased community involvement by commissioners and citizens.
- Complete the Greenways & Trails network, partnering with adjacent municipalities as needed.

Finance Priorities

- Improve customer service experiences for residents.
- Explore expanded use of Tyler Software to streamline operations.
- Increase adoption and usage of the Eye On Water program.
- Identify alternative utility payment methods to minimize face-to-face interactions.

- Leverage technology and explore the use of artificial intelligence to increase efficiency.

Public Safety Priorities

- Enforce residential and commercial code violations more effectively.
- Formalize inter-municipal agreements on police and fire department cooperation.
- Modernize police technology and software systems.
- Plan for the development of a new police facility.
- Implement a Citizen Academy to foster civic awareness and involvement.
- Reduce drug-related criminal activity.
- Increase community policing presence.
- Address and reduce speeding violations.
- Develop succession plans within public safety departments.

Public Works Priorities

- Install traffic control devices such as speed bumps or speed tables in residential areas.
- Improve traffic signage citywide.
- Complete and implement utility resiliency plans in the water and wastewater division.
- Determine the future of the city’s water tower-remove, retrofit, or preserve as a landmark.
- Identify, clean and maintain ditches and swales determined to be under the city’s maintenance responsibility.
- Improve communication with the public regarding project updates and responses to community concerns. Add a link to the city’s website for stormwater improvement updates.
- Develop a five-year repair and replace road and sidewalk program.

City of Holly Hill - Goal Plan

Based on unanimous consensus during the collaborative goal-setting session and a comprehensive review of the listed priorities, the City Commission has formalized the following goals. While not every individual priority from commissioners and department heads is represented, these goals reflect the collective vision and shared direction of the entire Commission. They will serve as the guiding framework for the City's future planning and will be presented for formal adoption at an upcoming Commission meeting.

Community Services Goals

1. **Enhance Pictona Partnership and Community Branding**
   Develop and implement a joint marketing initiative with Pictona to promote Holly Hill as a premier pickleball destination. This may include co-branded slogans, mural installations, statues, and designated photo opportunities.
2. **Redevelop Outdated Motel Properties**
   Identify and engage with owners of outdated motel properties to initiate redevelopment plans that eliminate blight and support productive land use.
3. **ADDED BY CONSENSUS**: “Support and create events or activities for early learning children, specifically ages 3-7 year old’s.” - When the Commission sees it, they will know what to call it - with a focus on the ages of 3 years old to 7 years old, emphasizing on parental involvement. Emphasizing parental involvement can be an objective under the goal. Any programs that are brought in can be geared towards parental involvement, community involvement, involving the libraries, whatever that may be as an objective under the goal. Possibly, once or twice a year.

Finance Goals

3. **Optimize Use of Tyler Software System**
   Identify and implement additional modules or features within the Tyler Software System to improve operational efficiency, reporting capabilities, customer service and **communications to our community** **(added to this paragraph)**
4. **Customer Service Training Program**
   Implement biannual (2x per year) customer service training for all public facing employees to enhance the

quality of service provided to residents.

5. **Reduce In-Person Utility Payment Dependency**
Implement at least one alternative payment option-such as a secure payment kiosk, 24-hour drop box, or mobile application- to reduce the need for in-person transactions.

Public Safety Goals

6. **Enforce Compliance at High-Violation Residential Rentals**
By May 2026, identify the ten residential rental properties with the most significant code violations and enforce all applicable ordinances, including fines, liens, and compelled property sales if necessary, to ensure compliance.

7. **Enforce Compliance at High-Violation Commercial Properties**
By May 2026, identify the ten most problematic commercial properties and pursue full enforcement of city policies, including fines, liens, and compelled sales when appropriate.

8. **Develop a Five-Year Police Technology Modernization Plan**
Direct the Police Chief to present a five-year plan to enhance police technology, which may include license plate readers, expanded drone use, and real-time surveillance capabilities.

9. **Police Facility Modernization Plan**
Direct the Police Chief to develop a modernization plan for the current police facility, including infrastructure upgrades and operational improvements.

Public Works Goals

10. **Develop a Public Works Resiliency Plan**
Direct the Public Works Director and Deputy Director to produce a five-year resiliency plan addressing stormwater management, infrastructure durability, and climate adaptation strategies. This plan will be attached as an exhibit to this report.

11. **Improve Ditch and Swale Drainage Systems**
Identify, map, and rehabilitate key ditches and swales, including those previously filled or neglected, to improve citywide stormwater flow and flood mitigation.

12. **ADDED BY CONSENSUS:** Continued commitment to renewal and replacement of existing infrastructure. - Mr. Forte mentioned to the Commission to keep in mind that every year it will say “ongoing”; it will never be achievable but will always be addressed. *(Ms. Allen will provide some wording that will work and solve their discussion).*

Next Steps

The City Manager and Department Heads will begin preliminary planning and implementation of the goals outlined in this report. Formal adoption by the City Commission will initiate the official execution phase, with periodic updates provided to ensure accountability and transparency.

This report serves as both a strategic framework and a working document to guide Holly Hill’s growth, enhance quality of life for its residents, and position the City for long-term success.

Mr. Forte stated that the Commission still has to go back and put objectives with these goals. They have to establish some objectives to reach the goals.

Ms. Allen stated this here is identified as the strategic framework and a document to guide the Commission on what to do next. Ms. Allen will update this document and send it to Mr. Forte.

Other workshop discussion:

Commissioner Johnson asked about the water tower.

Mr. Forte stated that they will probably have a separate workshop on that and staff will present to the Commission in more detail the three (3) options that we have so that the Commission can make more of an informed decision on what they want to do.

Commissioner Currie asked if they are going to include cost?

Mr. Forte stated they will include estimates on it, yes. We do have some ballpark estimates on that but we can do that fairly soon, next month.

Commissioner Johnson stated so we can either remove it or we can repair it.

Mr. Forte stated it was to continue using it, it was to decommission it and leave it in place or tear it down.

Commissioner Johnson stated but we have to leave it full of water, right?

Mr. Forte stated if you decommission it you still have to leave it full of water but you don't have to exchange the water like we're doing all the time.

Commissioner Johnson stated it would have to have water in it or it could be dangerous in a storm.

Mr. Forte stated yes, it has to stay full.

Commissioner DeLanoy asked if there is a cost to it?

Mr. Forte stated, yes. There's annual cost for maintaining its integrity every year.

Commissioner DeLanoy asked what it would cost to paint it.

Mr. Forte stated he doesn't remember but it was quite high. When we repaint it they repaint the logo on it so that's really what the cost is but he will put together a workshop session with the three (3) options and the Commission can decide what to do with it.

Commissioner Snow stated that Brown & Brown is sponsoring an event with the Daytona Chamber of Commerce for elected officials to network with other people who might want to become an elected official and it's free for any of us to go and she just think it's a great opportunity for us to encourage anybody who's thinking about running for an office or getting involved. It's in July and she will send an email to Mr. Forte with the date and time.

Mayor Penny briefly mentioned Nancy Miller is the President of the Florida League of Mayors and she has been hosting symposiums around the State and asking local businesses to come. There was one in DeLand and he took Robin Hanger as a business owner and the next workshop is in Tampa on June 26th through 27th and he is planning on attending and staying overnight. He wasn't sure if he needed to get permission to represent the city or can he just go. He doesn't need the city to pay for anything. He just wanted to let them know that he plans on attending.

3. ADJOURNMENT

The workshop adjourned at approximately 4:45 PM.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE: June 10, 2025
FROM: Michele Moore
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Apply to the Volusia County Opiod Abatement Funding Program for a Grant in the Amount of $69,696.00 for the Purchase of 36 LIFEPAK CR2 Defibrillators and QUICK_STEP Electrode Covers; Providing for Severability; and Providing for an Effective Date.
NUMBER: 2025-R-42
APPLICANT:
PLANNER:

DISCUSSION:

The City of Holly Hill is requesting $69,696.00 from the Volusia County Opioid Abatement Funding Program to enhance public safety and emergency preparedness. The opioid crisis has created an urgent need for improved emergency response tools, particularly Automated External Defibrillators (AEDs), which are vital for treating overdoses that lead to cardiac arrest. This funding will support the purchase of 36 AED units and 24 sets of replacement electrode pads and accessories, to be strategically deployed across city departments and facilities. Expanding AED availability will empower responders, reduce response times, and improve outcomes during opioid-related emergencies-strengthening the City's overall ability to combat the crisis.

FISCAL ANALYSIS:

This is a reimbursement grant with no match requirement. The total cost of the purchase is $69,696.00. There will be no fiscal impact to the City The AEDs will be procured through a piggyback contract with Volusia County.

STAFF RECOMMENDATION:

Staff recommends the approval of this resolution.

COMMISSION GOAL:

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 AUTHORIZING THE CITY MANAGER TO APPLY FOR THE VOLUSIA COUNTY OPIOID ABATEMENT FUNDING GRANT.

ATTACHMENTS:

- Stryker quote AED (PDF)

Resolution No. 2025-42

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO APPLY TO THE VOLUSIA COUNTY OPIOD ABATEMENT FUNDING PROGRAM FOR A GRANT IN THE AMOUNT OF $69,696.00 FOR THE PURCHASE OF 36 LIFEPAK CR2 DEFIBRILLATORS AND QUICK_STEP ELECTRODE COVERS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO APPLY FOR THE VOLUSIA COUNTY OPIOID ABATEMENT FUNDING GRANT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, enhancing access to AEDs will significantly improve the City's capacity to respond effectively to opioid related emergencies, potentially saving lives; and

WHEREAS, the City of Holly Hill seeks to purchase 36 AED units and 24 sets of replacement electrode pads and accessories for deployment across municipal departments and public facilities; and

WHEREAS, the City proposes to fund this initiative through a $69,696.00 request from the Volusia County Opioid Abatement Funding Program, with no fiscal impact to the City and no requirement for matching funds; and

WHEREAS, the AEDs will be procured efficiently through an existing piggyback contract with Volusia County, ensuring cost-effective and timely acquisition.

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

SECTION 1. That the City Commission of the City of Holly Hill does hereby authorize the City Manager to apply for a grant to Volusia County Opioid Abatement Funding Program.

SECTION 2. 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 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 10th day of JUNE, 2025.

stryker

36x CR2 AED Quote

Quote Number: 11123981

Remit to: Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Prepared For: HOLLY HILL FIRE RESCUE
Attn:

Rep: Brittany Pence
Email: brittany.pence@stryker.com
Phone Number:

Quote Date: 05/27/2025
Expiration Date: 08/25/2025

Delivery Address		Sold To - Shipping		Bill To Account	
Name:	HOLLY HILL FIRE RESCUE	Name:	HOLLY HILL FIRE RESCUE	Name:	HOLLY HILL FIRE RESCUE
Account #:	20091547	Account #:	20091547	Account #:	20091547
Address:	1020 DAYTONA AVE	Address:	1020 DAYTONA AVE	Address:	
	HOLLY HILL		HOLLY HILL		
	Florida 32117		Florida 32117		

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99512-001261	LIFEPAK CR2 Defibrillator, Semi-Automatic, WIFI, English, carrying case, 8 year warranty. Includes 1 PR QUIK-STEP ? ectrodes and 1 battery (4 years each), LIFELINKcentral AED Program Manager Basic Account, USB cable, Operating Instructions	36	$1,828.40	$65,822.4
2.0	11101-000021	QUIK-STEP pacing/ECG/defibrillation electrodes, 4 year. Includes electrode cover, 1 set of adult/ pediatric electrodes, LPCR2	24	$122.22	$2,933.2

Equipment Total: $68,755.6

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit

Price Totals:

Estimated Sales Tax (0.000%): $0.0
Freight/Shipping: $940.3
Grand Total: $69,696.0

stryker

36x CR2 AED Quote

Quote Number: 11123981

Remit to: Stryker Sales, LLC
21343 NETWORK PLACE
CHICAGO IL 60673-1213
USA

Version: 1

Prepared For: HOLLY HILL FIRE RESCUE
Attn:

Rep: Brittany Pence
Email: brittany.pence@stryker.com
Phone Number:

Quote Date: 05/27/2025
Expiration Date: 08/25/2025

Comments:

Piggyback off of Volusia County PAD program/dbsps

Prices: In effect for 30 days

Terms: Net 30 Days

Terms and Conditions:
Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE:	**June 10, 2025**
FROM:	**Michele Moore**
SUBJECT:	**A Resolution of the City Commission of the City of Holly Hill, Volusia County, Florida, Amending the Adopted Budget for the City of Holly Hill for the Fiscal Year 2024-2025; Providing for Severability; and Providing for an Effective Date.**
NUMBER:	**2025-R-43**
APPLICANT:	
PLANNER:	

DISCUSSION:

The Florida Department of Law Enforcement (FDLE) has announced that the City of Holly Hill Police Department has been awarded the Edward Byrne Memorial Justice Assistance Grant Program (JAG) for a total amount of $7,855.00 towards the purchase of investigative tools which include 3D Laser Scanners and Advanced Mapping Software.

The use of 3D Lasers Scanners and Advanced Mapping Software will significantly reduce the time required for traffic homicide investigations. This equipment enhances the collection, processing, and analysis of crash and geographical data, leading to more accurate scene reconstruction, quicker road clearance and improved overall efficiency.

FISCAL ANALYSIS:

This grant requires no match. There is no cost to the City for acceptance of the Edward Byrne Memorial Justice Assistance Grant Program (JAG) for $7,855.00. The purchase will be from the Police Department operating Supplies Account. (001-2110-521-5201). Budget Adjustment: Attachment A.

STAFF RECOMMENDATION:

Staff recommends the approval of this Resolution.

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:

APPROVE BY AMENDING THE ADOPTED BUDGET FOR THE CITY OF HOLLY

HILL FOR THE FISCAL YEAR 2024-2025.

ATTACHMENTS:

- Holly Hill-FY24-25 JAG 51% Notification Letter (PDF)
- Attachment A - BAR JAG Grant (PDF)
- Holly Hill-FY24-25 JAG Template for 51% Letter (PDF)

Resolution No. 2025-43

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, AMENDING THE ADOPTED BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2024-2025; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, VOLUSIA COUNTY, FLORIDA, AMENDING THE ADOPTED BUDGET FOR THE CITY OF HOLLY HILL FOR THE FISCAL YEAR 2024-2025; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City amends its annual budget as changes to the budget occur during the year, the City has amended the current budget for such changes by the following Resolutions; 2025-R-95, R-85, R-77, R-71, R-72, R-98, R-9, R-101, R-3, R-20, R-1, and R-38 amended the operating budget for Fiscal Year 2024-2025; and

WHEREAS, this Resolution, amending the budget, is to account for additional revenue from the Edward Byrne Memorial Justice Assistance Grant Program (JAG) with an adjustment of $7,855.00 revenues and expenditures in total pursuant to itemizations contained in Exhibit "A", which is attached hereto and incorporated herein; and

WHEREAS, the budget adjustments will allow the City of Holly Hill to adjust the Fiscal Year 2024-2025 budget.

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

SECTION 1. The City Commission of the City of Holly Hill amends the Fiscal Year 2024-2025 budget by revising the budget in total pursuant to itemizations contained in Exhibit "A", which is attached hereto and incorporated herein.

SECTION 2. 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 a part of this Resolution.

SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 10th day of JUNE, 2025.

COMMUNITY SERVICES DEPARTMENT

Volusia County
FLORIDA

COMMUNITY ASSISTANCE

May 21, 2025

City of Holly Hill
Honorable Mayor John Penny
1065 Ridgewood Ave.
Holly Hill, FL 32117

Dear Honorable Mayor John Penny,

The FY 2024-25 share of the Edward Byrne Memorial Justice Assistance Grant (JAG) County-wide funds have been announced by the Florida Department of Law Enforcement (FDLE) and the County of Volusia is recommending the funds be allocated to SMA Healthcare, Inc., The House Next Door, Holly Hill Police Department and Daytona Beach Shores Department of Public Safety.

Grant regulations require approval of the funding distribution by the majority of all local governments within the county. *Two original letters* are required for submission from the county along with an application from each contractor. Attached is a sample letter certifying your city approves of the recommended allocation of funds to SMA Healthcare, Inc., The House Next Door, Holly Hill Police Department and Daytona Beach Shores Department of Public Safety.

To comply with submission requirements, please complete the following:

1. Copy or re-type the attached sample letter onto **your city's letterhead**
2. Each letter must be signed and dated by the Chief Elected Official; the Mayor
3. Return **TWO original signed letters** to the County of Volusia, Division of Community Assistance, Attention: Alex Fox, 121 West Rich Avenue, DeLand, FL 32720

Due to submission deadline constraints, we are requesting that the two original letters be returned by **June 21, 2025**. If you anticipate a delay in executing and returning the letters, please contact me at (386)736-5956 extension 12979 or email at mfox@volusia.org. Thank you for your assistance in this matter.

Respectfully,

Alex Fox

Alex Fox
Planning and Monitoring Manager

CC: Joseph Forte, City Manager

Revision Date: 3/11/15

CITY OF HOLLY HILL
Budget Amendment Request
Fiscal Year 2024-2025

Requesting Department	Date
POLICE	6/10/202

ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
001-0000-331-2410		Federal Grants	7,855.0(
		Total	7,855.0(

ADD FUNDS TO ACCOUNT NUMBER:	PROJECT NUMBER:	ACCOUNT DESCRIPTION:	AMOUNT:
001-2110-521-5201		Operating Supply	7,855.0(
		Total	7,855.0(

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

To budget for receipt of the Edward Byrne Memorial Justice Assistance Grant Program (JAGC) for the purchase of 3D Laser Scanners and Advanced Mapping Software for the Police Dept.

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

Finance Review

Finance Director Signature   Date   Resolution #

May 21, 2025

Mr. Cody Menacof
Bureau Chief
Office of Criminal Justice Grants
Florida Department of Law Enforcement
P.O. Box 1489
Tallahassee, FL 32302-1489

Dear Mr. Menacof,

In compliance with State of Florida Rule 11D-9, F.A.C., the City of Holly Hill approves the distribution of $138,575.00 of Federal Fiscal Year 2024-25 Edward Byrne Memorial Justice Assistance Grant (JAG) County-wide program for the following projects within Volusia County.

Recipient	Contractor & Project Purpose	Amount
County of Volusia	Daytona Beach Shores Department of Public Safety: Drug Detection K9	$24,500
County of Volusia	City of Holly Hill: Improving Traffic Homicide Investigations	$7,855
County of Volusia	The House Next Door: Success by Design Program	$27,538
County of Volusia	SMA Healthcare, Inc: Adult Drug Court Peer Recovery Specialists	$78,682
	Total	**$138,575**

Sincerely,

Honorable Mayor John Penny
City of Holly Hill

Date

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE: June 10, 2025
FROM: Michele Moore
SUBJECT: A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Apply to the Racing and Recreational Facilities District for a Grant in the Amount of $50,000 for the Purchase and Installation of the National Fitness Campaign, Fitness Court; Providing for Severability; and Providing for an Effective Date.
NUMBER: 2025-R-44
APPLICANT:
PLANNER:

DISCUSSION:

The City of Holly Hill is seeking $50,000 in grant funding from the Racing and Recreational Facilities District to support the revitalization of the playground at Ross Point Park. Located within a neighborhood that serves many children and families, the current playground features aging, worn equipment that no longer meets modern safety or ADA standards. This project will replace the existing equipment with new, inclusive play structures and safety surfacing designed to promote physical activity, early childhood development, and social interaction for children of all abilities.

Revitalizing this playground will directly benefit the health, development, and quality of life for children in the community. The proposed improvements align with the City's ongoing commitment to providing equitable, high-quality amenities for all residents, ensuring that neighborhoods receive the recreational resources necessary to foster healthy, thriving communities.

FISCAL ANALYSIS:

The total cost of the Ross Point Park Playground Project is approximately $103,000. The City of Holly Hill will contribute $53,000 toward the project and is requesting $50,000 in grant funding from the Racing and Recreational Facilities District to complete the funding package. A funding request of $53,000 is included in the FY25/26 proposed capital expenditure budget under GL account 301-8110-580-6400.

STAFF RECOMMENDATION:

Staff recommends the City Commission authorize the City Manager to apply for a grant from the Racing and Recreational Facilities District in the amount of $50,000 for the Ross Point Park Playground Project.

COMMISSION GOAL:

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 AUTHORIZING THE CITY MANAGER TO APPLY TO THE RACING AND RECREATIONAL FACILITIES DISTRICT FOR A GRANT IN THE AMOUNT OF $50,000 FOR THE PURCHASE AND INSTALLATION OF A REPLACEMENT PLAYGROUND AT ROSS POINT PARK.

Resolution No. 2025-44

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO APPLY TO THE RACING AND RECREATIONAL FACILITIES DISTRICT FOR A GRANT IN THE AMOUNT OF $50,000 FOR THE PURCHASE AND INSTALLATION OF THE NATIONAL FITNESS CAMPAIGN, FITNESS COURT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO APPLY TO THE RACING AND RECREATIONAL FACILITIES DISTRICT FOR A GRANT IN THE AMOUNT OF $50,000 FOR THE PURCHASE AND INSTALLATION OF A REPLACEMENT PLAYGROUND AT ROSS POINT PARK; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Holly Hill is committed to enhancing the quality of life for its residents through equitable access to high-quality recreational amenities; and

WHEREAS, the current playground equipment at Ross Point Park is outdated, does not meet modern safety or ADA standards, and is in need of replacement; and

WHEREAS, the proposed revitalization project will provide new, inclusive playground structures and safety surfacing that support physical activity, early childhood development, and social interaction for children of all abilities; and

WHEREAS, the total estimated cost of the Ross Point Park Playground Project is $103,000, with the City of Holly Hill contributing $53,000 and seeking $50,000 in grant funding from the Racing and Recreational Facilities District.

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

SECTION 1. That the City Commission of the City of Hill does hereby authorize the City Manager to apply for a grant to the Racing and Recreational Facilities District in the amount of $50,000.

SECTION 2. 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.

<u>SECTION 3. EFFECTIVE DATE</u>. This Resolution shall take effect immediately upon its adoption.

APPROVED AND AUTHENTICATED on this <u>10th</u> day of JUNE, 2025.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE:	**June 10, 2025**
FROM:	**Josef Grusauskas**
SUBJECT:	**A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Execute a Request for Inclusion on the Drinking Water Priority List for Grant Funded Capital Water Resilience Improvement in the Amount of $2,904,222.50; Providing for Severability; and Providing an Effective Date.**
NUMBER:	**2025-R-45**
APPLICANT:	
PLANNER:	

DISCUSSION:

The City water distribution system infrastructure along State Ave. was impacted by Hurricane Milton. The City is therefore eligible to apply for a Capital Assistance Grant under the December 21, 2024, the American Relief Act, 2025, ("the Act") that was signed into law. Specifically, the utility is eligible for a capital improvement grant to modify the affected water systems to make it more resilient from future storm related inflow and infiltration events. The City's Request for Inclusion grant application is attached as Exhibit "A." The application was prepared by staff with the assistance of the City's water engineer, Mead and Hunt. The application provides a brief description of the way Hurricane Milton impacted the water distribution system and how the City would like to mitigate the deficiencies with capital improvements. help negate future storm events.

The grant funding is provided by the Environmental Protection Agency (EPA). Title VII of the EPA Act includes $3 billion in disaster relief of a Supplemental Appropriation for Hurricanes Helene and/or Milton and Hawaii's Wildfires (SA-HMW) for the State Revolving Fund (SRF) programs: $1.23 billion for the Clean Water State Revolving Fund (CWSRF) programs and $1.77 billion for the Drinking Water State Revolving Fund (DWSRF) programs, available only to states or territories in EPA Regions 3, 4, and 9 for wastewater treatment works and drinking water facilities impacted by Hurricanes Helene and Milton and the Hawaii's Wildfires. An additional $85 million was appropriated to CWSRF programs, available only to states in EPA Regions 3 and 4 impacted by Hurricanes Helene and/or Milton, for decentralized wastewater treatment systems.

The Florida State capitalization grant provides additional funding from the EPA to the State of Florida for the DWSRF in [areas of Florida <https://floridadep.gov/wra/srf/documents/fema-map-sa-hmw>](https://floridadep.gov/wra/srf/documents/fema-map-sa-hmw) affected by Hurricanes Helene or Milton.

- The Florida allotment of $844,671,000* is available for DWSRF public water system (PWS) facilities and for non-profit PWS facilities that were damaged and

demonstrate impact or had a loss or disruption of a mission-essential function, including loss of function where there was potential impact to public health, caused by Hurricane Helene or Milton.
- Eligible projects must be DWSRF-eligible, whose purpose is to reduce flood or fire damage risk and vulnerability or to enhance resiliency to rapid hydrologic change or natural disaster at the treatment works, as defined by section 1452 of the Safe Drinking Water Act. A list of eligible projects is included as Attachment 3 to EPA's SA-HMW Implementation Memorandum <https://www.epa.gov/system/files/documents/2025-03/sa-hmw-implementation-memorandum.pdf>.
- A financially disadvantaged community means a community where the median household income is less than the state's median household income.
- For additional information or documents regarding the Drinking Water Program, see our Drinking Water Program Manual <https://floridadep.gov/wra/srf/content/drinking-water-program-manual>.

FISCAL ANALYSIS:

There is no financial impact for the City to Request for Inclusion on the Drinking Water Priority List in the amount of $2,904,222.50. The FDEP will evaluate the grant requests for inclusion and advise if the City's Request for Inclusion is approved on the funding list. FDEP will then notify the City of the value of the grant funding and all conditions related to the funding program. Utility Staff will then bring the FDEP funding back to the City Commission with the option to move forward with the capital project grant funding or decline it.

The Hurricane Milton related grant is anticipated to be in the form of a Florida State Revolving Fund loan with a no-pay-back obligation. Last year the City received a similar $11,200,000 SAFHI grant with a no-pay-back obligation for resilient water treatment improvements related to Hurricane Ian impacts.

STAFF RECOMMENDATION:

Staff recommends the City Commission review the Request for Inclusion for the grant funded capital water resilience improvements and authorize the City Manager to sign and submit the application.

COMMISSION GOALS:

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:

AUTHORIZING THE CITY MANAGER TO EXECUTE A REQUEST FOR INCLUSION ON THE DRINKING WATER RESILIENCE IMPROVEMENTS IN THE AMOUNT OF $2,904,222.50; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ATTACHMENTS:

- Exhibit A - HH SAHMW DW RFI (PDF)

Resolution No. 2025-45

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST FOR GRANT FUNDED CAPITAL WATER RESILIENCE IMPROVEMENT IN THE AMOUNT OF $2,904,222.50; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST FOR GRANT FUNDED CAPITAL WATER RESILIENCE IMPROVEMENT IN THE AMOUNT OF $2,904,222.50; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Utility experienced storm related inflow and infiltration impacts from Hurricane Milton which hindered the City's ability to provide continuous water distribution services to City customers; and

WHEREAS, the Environmental Protection Agency (EPA) provided the State of Florida disaster relief grants related to Hurricanes Milton impacts through the Drinking Water State Revolving Fund (DWSRF) programs; and

WHEREAS, the Utility has established a need and improvements to remediate future storm events to the water distribution system; and

WHEREAS, the Utility Staff with the assistance of the City Water Engineer, Mead and Hunt have prepared a Request for Inclusion grant application to be submitted for grant funding consideration.

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

SECTION 1. That the City Commission of the City of Holly Hill has reviewed the utility's Clean Water State Revolving Fund Request for Inclusion grant application for the water facility improvements affected by Hurricane Milton and a authorizes the City Manager to sign at a value of $2,904,222.50.

SECTION 2. The City Manager is hereby authorized to submit the completed Request for Inclusion and take all necessary action within his authority to satisfy the request for inclusion with the Florida Department of Environmental Protection.

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 become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 10th day of JUNE, 2025.

Florida Department of Environmental Protection

REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST

Drinking Water State Revolving Fund Program
Douglas Building, 3900 Commonwealth Blvd, Tallahassee, Florida 32399-3000

The information in this Request for Inclusion (RFI) application is used to determine project eligibility and priority scoring. The priority score is used to rank projects for placement on the State Revolving Fund (SRF) priority list. Only projects placed on the fundable portion of the priority list receive consideration for a loan. Please note that costs incurred before the adoption of the project on the fundable or waiting portion of the priority list are not eligible for reimbursement.

1. Applicant's Name and Address.

Project Sponsor: City of Holly Hill Contact Person: Josef Grusauskas Title: Public Works Director

453 LPGA Blvd.
(street address)

Holly Hill (city) Volusia (county) 32117 (zip code)

386-248-9463 (telephone) (ext.) jgrusauskas@hollyhillfl.org (e-mail)

Contact Person Address (if different):
(street address) (city) (state) (zip code)

2. Name and Address of Applicant's Consultant (if any).

Firm: Mead and Hunt Contact Person: Sheryl Parsons Title: Funding Practice Leader

4401 Eastport Parkway
(street address)

Port Orange (city) 32127 (zip code)

(telephone) (ext.) sheryl.parsons@meadhunt.com (e-mail)

3. Type of Loan Requested in this Application. (select only one loan category and project type)

Planning Loan ☒	Design Loan ☒	Planning and Design Loan ☐	Construction Loan ☒

Project Type: Design/Bid/Build ☒ Design/Build (D/B) ☐ Construction Manager at Risk (CMR) ☐

Note: Procurement of professional services must meet the requirements of the Consultants' Competitive Negotiation Act, Section 287.055, F.S.

Eligibility for a Loan. In order to be considered for a priority listing, the following conditions must be met:

- The respondent to this solicitation must qualify as a "project sponsor" as defined in subsection 62-552.200(27), F.A.C.
- The minimum construction loan amount is $75,000.
- The project sponsor must agree to submit biddable plans and specifications within 1-year after execution of the loan agreement to qualify for a combined planning and design loan.
- The project is part of a public water system as defined in subsection 62-552.200(28), F.A.C., and may include drinking water supply, storage, transmission, treatment, disinfection, distribution, residuals management, and appurtenant facilities.

REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST

4. **Median Household Income, Population and Principal Forgiveness Percentage (PF%).** (complete a. through e. below)
   a. Median household income (MHI): 46360 (current U.S. Census data or verifiable estimates)
   b. State median household income (SMHI): 71711 (current U.S. Census data)
   c. Population (P) served 13002 = number of service connections ________ times 2.5 persons per connection to include proposed connections.
   d. Is the project sponsor applying for a planning and/or design loan with principal forgiveness? Yes ☐ No ☐. If yes, then PF is 50%. *Only a sponsor that qualifies as a financially disadvantaged small community is eligible for a planning/ design loan with PF.*
   e. Is the project sponsor applying for a construction loan with principal forgiveness? Yes ☐ No ☐. If yes, then PF% is calculated using the formula: *PF% = 1760/9 – 160 x (MHI/SMHI) – 7/4500 x P.*

   Calculate PF% for a construction loan using the above formula: _____ (minimum 20% and maximum 90%).
   If the sponsor is connecting a financially disadvantaged small community as defined below, a maximum 50% PF is available.

Please note that the calculated PF% is an estimate and the actual percentage will be determined by the Department. The amount of loan available with principal forgiveness for a project is dependent upon the amount of funds allocated for the fiscal year.

Eligibility for a loan with principal forgiveness. In order to be considered for a loan with principal forgiveness, the following conditions must be met:

- The project sponsor must qualify as a financially disadvantaged small community public water system as defined in Rule 62-552.200, F.A.C., unless the sponsor is specifically exempted from this requirement.
- The median household income (MHI) of the sponsor's service area must be less than the state median household income (SMHI) as reported from the current U.S. Census data or from verifiable estimates, unless the sponsor is specifically exempted from this requirement.
- The population (P) of the sponsor's service area must be less than 10,000 (to include the population from the project's proposed future connections), unless the sponsor is specifically exempted from this requirement.
- The project sponsor is allowed only one open loan with principal forgiveness. A loan is deemed open until the final disbursement of the project has been paid by the department.
- A project sponsor is eligible for a construction loan with principal forgiveness (maximum 50%) if connecting a community with less than 250 residential wells; an existing public water system with less than 250 service connections; or a separate, non-interconnected public water system owned by the sponsor. The project area must qualify as a financially disadvantaged small community.
- A financially disadvantaged community with a population of 10,000 or more is eligible for a construction loan with 20% principal forgiveness if dollars are available after funding all eligible financially disadvantaged small communities.
- A project sponsor that is a for-profit entity is not eligible for principal forgiveness.
- A construction project for a financially disadvantaged small community that uses a Construction Manager at Risk delivery method is ineligible for principal forgiveness.

5. **Interest Rate Percentage.**

The interest rate for a loan with the Department is determined using the following formula:

% of MR = 40 x (MHI/SMHI) + 15 % of MR = Percentage of Market Rate.

Calculate and enter the % of MR below:

% of MR for a loan: _____ (35% $\leq$ % of MR $\leq$ 75%)

Please note that the calculated % of MR is an estimate and the actual interest rate will be determined by the Department. The interest rate for a loan shall not be less than 0.2 percent.

6. **Base Priority Score.** Each project shall receive a base priority score (BPS) dependent on the weighted average of its components. The BPS shall be determined using the below formula where CPS means the component priority score and CCC means component construction cost.

$BPS = [CPS_1 \times CCC_1 + \ldots + CPS_n \times CCC_n]/\text{Total Construction Cost}$

Select each component and component score in Table 1 below that apply to the project, enter the estimated construction costs, and calculate the base priority score.

- Component priority scores that are based on contaminant levels must be justified by sample analytical data (see exception in notes at bottom of Table 1). The date of sample collection must be less than 24-months from the submittal date of the Request for Inclusion.
- The project sponsor must provide documentation demonstrating that contaminant levels (e.g. disinfection byproducts) cannot be reduced by adjusting system operations, if applicable.

REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST

- A compliance-1 category component score of 400 points, if selected in Table 1, must be supported by documentation demonstrating the need for the project; otherwise, a component score of 300 points shall be assigned.

Table 1

Project Component (*select all components that apply)*	**Component Priority Score**	**Component Construction Cost**
Acute Public Health Risk ☐ **1a.** E-Coli or Fecal Coliform Exceed MCL (62-550.310(5), F.A.C.) ☐ **1b.** Nitrate, Nitrite, or Total Nitrogen Exceed MCL (62-550.310(1), F.A.C., Table 1) ☐ **1c.** Lead or Copper Exceed Action Level (62-550.800, F.A.C) ☐ **1d.** Surface Water Filtration/Disinfection Noncompliance (62-550.817(2), F.A.C.)	800 points ☐	
Potential Acute Public Health Risk ☐ **2a.** Nitrate, Nitrite, or Total Nitrogen 50% of MCL (62-550.310(1), F.A.C., Table 1) ☐ **2b.** Microbiologicals Exceed MCL (62-550.310(5), F.A.C.) ☐ **2c.** Surface Water Enhanced Filtration/Disinfection Noncompliance (62-550.817(3), F.A.C.) ☐ **2d.** State Health Certification of Acute Health Risk, Unregulated Microbiological Contaminant ☐ **2e.** Violation of Disinfection Requirements (62-555.320(12), F.A.C.)	700 points ☐	
Chronic Public Health Risk ☐ **3a.** Inorganic/Organic Contaminant Exceed MCL (62-550.310(1) & (4), F.A.C., Tables 1,4,5) ☐ **3b.** Disinfection Byproducts Exceed MCL (62-550.310(3), F.A.C., Table 3) ☐ **3c.** Radionuclides Exceed MCL (62-550.310(6), F.A.C)	600 points ☐	
Potential Chronic Public Health Risk ☐ **4a.** Inorganic/Organic Contaminant 50% of MCL (62-550.310(1) & (4), F.A.C., Tables 1,4,5) ☐ **4b.** Disinfection Byproducts 80% of MCL (62-550.310(3), F.A.C., Table 3) ☐ **4c.** State Health Certification of Chronic Health Risk, Unregulated Chemical Contaminant	500 points ☐	
Compliance-1 Projects ***(documentation must be attached or default to Compliance-2 score)*** ☐ **5a.** Infrastructure upgrades to facilities undersized, exceed useful life, or with equipment failures ☐ **5b.** Insufficient water supply source, treatment capacity, or storage ☐ **5c.** Water distribution system pressure less than 20 psi ☐ **5d.** Eliminate dead ends and provide adequate looping in a distribution system ☐ **5e.** Replace distribution mains to correct continual leaks, pipe breaks, and water outages ☐ **5f.** New water system or extension of existing system to replace contaminated or low yield wells ☐ **5g.** Lack of significant safety measures (e.g. chemical containment) ☐ **5h.** Secondary Contaminant MCL Exceedance (62-550.320, F.A.C.) ☐ **5i.** Drinking water supply project as defined in 403.8532(9)(a), F.S.	400 points ☐	18939890
Compliance-2 Projects ☐ **6a.** Treatment, Storage, Power, and Distribution Requirements (62-555.320, F.A.C) ☐ **6b.** Minimum Required Number of Wells (62-555.315(2), F.A.C) ☐ **6c.** Well Set-back and Construction Requirements (62-555.312 and 62-555.315, F.A.C) ☐ **6d.** Cross-Connection Control Requirements (62-555.360, F.A.C) ☐ **6e.** Physical Security Project Documented in a Vulnerability Analysis ☐ **6f.** Consolidation or regionalization of public water systems ☐ **6g.** Water or Energy Conservation Project	300 points ☐	
☐ **7. All Other Projects** ***(including land or public water system acquisition projects)***	100 points ☐	

Note: Item 2d. and 4c. of Table 1 requires a State Health Officer to complete the form "Certification of a Public Health Risk". If 50% or more of wells meet contaminant levels from Table 1 above, then select the appropriate health risk category in Table 1. Flooded wells and wells under the direct influence of surface water are considered an unregulated microbiological potential acute public health risk and require documentation of occurrence in lieu of sampling data.

7. Affordability Score. The extent of affordability existing in a small community to be served by the project shall be reflected in the priority score. Points shall be awarded based upon two affordability criteria: median household income (MHI) and population (P) served. These points are to be added to the base priority score. Calculate the affordability score using the following formulas:

Affordability Score = (MHI Score + Population Score)

MHI Score = 100 x (1.00 – MHI/SMHI), zero $\leq$ MHI score $\leq$ 75, rounded to nearest whole number

Population Score = 50.0 - (P/200), population score $\geq$ zero, rounded to nearest whole number

REQUEST FOR INCLUSION ON THE DRINKING WATER PRIORITY LIST

8. **Water Conservation Score.** A project sponsor with a qualifying water conservation project is eligible to receive an additional 100 points added to their base priority score if the sponsor provides a water conservation plan in accordance with EPA's Water Conservation Plan Guidelines document number EPA-832-D-98-001, August 6, 1998.

9. **Total Priority Score.** Total priority score equals the base priority score plus the affordability score. (complete a. through d. below)
   a. Base priority score: _____ points.
   b. Affordability score: _____ points (> zero).
   c. Water Conservation score: _____ points.
   d. Total priority score: _____ points (sum of items a. and c.)

10. **Estimated Project Cost.** (complete a. through i. below)
(enter $0 if activity is not applicable)

Project Activity	*Cost*
a. Planning.	493,000
b. Design (not applicable if a D/B project).	
c. Eligible land (necessary land divided by total land times purchase price).	
d. Constr., equip., material, demo. & related procurement (include design if D/B project).	1893980
e. Construction contingency (10% of 'd', only applicable for Design/Bid/Build projects).	236,747.50
f. Technical services during construction and after bid opening.	280495
g. Asset management plan per 62-552.700(7), F.A.C.	
h. *Total project costs* (sum of a. through g.).	
i. *Loan amount requested* by the sponsor in this RFI (assume no principal forgiveness).	2,904,222.50

List all funding sources (including grants for this project): ____________________

11. **Project Schedule.** (complete a. through d. below)

Project Activity	*(M/D/YY)*
a. Submit planning documents.	2/25/26
b. Submit design/bid documents or RFQ/RFP for CMR & D/B projects.	3/25/26
c. Start construction.	6/1/26
d. Complete construction.	12/1/26

12. **Project Information.** Provide the following information, if applicable.
(select all items below that are attached to this RFI)

- ▣ Project description, location with lat/long (degrees), water system PWS ID, and project need *(this is a required attachment)*.
- ▣ Map of city and county limits, existing and proposed service area, and project area *(this is a required attachment)*.
- ☐ Lab data, lab data with operational records, or substantiated documentation in lieu of lab data for public health risk projects.
- ☐ Certification of a Public Health Risk form completed by a State Health Officer.
- ☐ Supporting documentation for projects identified under the Compliance-1 project categories from Table 1 above.
- ☐ Project schedule showing plans and specs completion within 1-year of the execution date of a planning/design loan.
- ☐ Supporting documentation if MHI not taken from current U.S. Census data.
- ☐ Water Conservation Plan in accordance with EPA guidelines.

13. **Certification by an Authorized Representative.** I certify that this form and attachments have been completed by me or at my direction and that the information presented herein is, to the best of my knowledge, accurate and true.

(signature)	(date)	jforte@hollyhillfl.org (e-mail)

(print name)	City Manager (print title)

Email the completed RFI form with attachments to SRFRFI@FloridaDEP.gov *or mail to the Florida Department of Environmental Protection, State Revolving Fund Program*, 3900 Commonwealth Blvd, Tallahassee, Florida 32399-3000.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE:	**June 10, 2025**
FROM:	**Josef Grusauskas**
SUBJECT:	**A Resolution of the City Commission of the City of Holly Hill, Florida, Authorizing the City Manager to Execute a Request for Inclusion on the Clean Water Priority List for Grant Funded Capital Wastewater Resilience Improvement in the Amount of $20,027,900.00; Providing for Severability; and Providing for an Effective Date.**
NUMBER:	**2025-R-46**
APPLICANT:	
PLANNER:	

DISCUSSION:

The City wastewater collection infrastructure and treatment aeration basins were impacted by Hurricane Milton and are therefore eligible to apply for a Capital Assistance Grant under the December 21, 2024, the American Relief Act, 2025, ("the Act") that was signed into law. Specifically, the utility is eligible for a capital improvement grant to modify the affected wastewater systems to make them more resilient from future storm related inflow and infiltration events. The City's Request for Inclusion grant application is attached as Exhibit "A." The application was prepared by staff with the assistance of the City's Wastewater engineer, Mead and Hunt. The application provides a brief description of Hurricane Milton sewer impacts the City would like to mitigate and offers capital improvements to help negate these deficiencies with future events.

The grant funding is provided by the Environmental Protection Agency (EPA). Title VII of the EPA Act includes $3 billion in disaster relief of a Supplemental Appropriation for Hurricanes Helene and/or Milton and Hawaii's Wildfires (SA-HMW) for the State Revolving Fund (SRF) programs: $1.23 billion for the Clean Water State Revolving Fund (CWSRF) programs and $1.77 billion for the Drinking Water State Revolving Fund (DWSRF) programs, available only to states or territories in EPA Regions 3, 4, and 9 for wastewater treatment works and drinking water facilities impacted by Hurricanes Helene and Milton and the Hawaii's Wildfires. An additional $85 million was appropriated to CWSRF programs, available only to states in EPA Regions 3 and 4 impacted by Hurricanes Helene and/or Milton, for decentralized wastewater treatment systems.

The Florida State capitalization grant program provides additional funding from the EPA for the CWSRF in areas of Florida <https://floridadep.gov/wra/srf/documents/fema-map-sa-hmw> affected by Hurricanes Helene and/or Milton. The Grant funds are being facilitated through the Florida Department of Environmental Protection existing funding programs.

- The Florida allotment of $806,392,000* is available for CWSRF publicly owned treatment works (POTW) projects and $35,950,000 is available for CWSRF projects to connect homes served by decentralized systems to centralized wastewater systems.
- Eligible entities must be a CWSRF-eligible entity that was damaged, demonstrates impact, or had a loss or disruption of a mission-essential function, including loss of function where there was potential impact to public health, caused by Hurricanes Helene and/or Milton.
- Eligible projects must be CWSRF-eligible, whose purpose is to reduce flood or fire damage risk and vulnerability or to enhance resiliency to rapid hydrologic change or natural disaster at treatment works, as defined by section 212 of the Federal Water Pollution Control Act (i.e., POTWs). A list of eligible projects is included as Attachment 3 to EPA's SA-HMW Implementation Memorandum <https://www.epa.gov/system/files/documents/2025-03/sa-hmw-implementation-memorandum.pdf>.
- Funds were also allocated to Florida to assist communities in connecting homes served by decentralized wastewater treatment systems to centralized wastewater systems. Entities eligible for the CWSRF decentralized funding are an otherwise CWSRF-eligible entity whose community was impacted by Hurricane Helene or Milton. An eligible project is an otherwise CWSRF-eligible project for the planning, design, or construction of a project to connect homes served by decentralized wastewater treatment systems to centralized wastewater treatment systems. Installation/construction of collection system components and equipment in the public right of way is eligible. Work on private property is not eligible.
- A financially disadvantaged community means a community where the per capita income is less than the state's per capita income.
- For additional information or documents regarding the Clean Water Program, see our Clean Water Program Manual <https://floridadep.gov/wra/srf/content/clean-water-program-manual>.

FISCAL ANALYSIS:

There is no financial impact for the City to Request for Inclusion on the Clean Water Priority List in the amount of $20,027,900. The FDEP will evaluate the grant requests for inclusion and advise if the City's Request for Inclusion is approved on the funding list. FDEP will then notify the City of the value of the grant funding and all conditions related to the funding program. Utility Staff will then bring the FDEP funding back to the City Commission with the option to move forward with the capital project grant funding or decline it.

The Hurricane Milton related grant is anticipated to be in the form of a Florida State Revolving Fund loan with a no-pay-back obligation. Last year the City received a similar $9,300,000 SAFHI grant with a no-pay-back obligation for resilient wastewater treatment improvements related to Hurricane Ian impacts.

STAFF RECOMMENDATION:

Staff recommends the City Commission review the Request for Inclusion for the grant funded capital wastewater resilience improvements and authorize the City Manager to sign the application.

COMMISSION GOALS:

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:

AUTHORIZING THE CITY MANAGER TO EXECUTE A REQUEST FOR INCLUSION ON THE CLEAN WATER PRIORITY LIST FOR GRANT FUNDED CAPITAL WASTEWATER RESILIENCE IMPROVEMENTS IN THE AMOUNT OF $20,027,900.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

ATTACHMENTS:

- Exhibit A - HH SAHMW CW RFI (PDF)

Resolution No. 2025-46

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A REQUEST FOR INCLUSION ON THE CLEAN WATER PRIORITY LIST FOR GRANT FUNDED CAPITAL WASTEWATER RESILIENCE IMPROVEMENT IN THE AMOUNT OF $20,027,900.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A REQUEST FOR INCLUSION ON THE CLEAN WATER PRIORITY LIST FOR GRANT FUNDED CAPITAL WASTEWATER RESILIENCE IMPROVEMENT IN THE AMOUNT OF $20,027,900.00; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Utility experienced storm related inflow and infiltration impacts from Hurricane Milton which hindered the City's ability to provide continuous sewer services to City customers; and

WHEREAS, the Environmental Protection Agency (EPA) provided the State of Florida disaster relief grants related to Hurricanes Milton impacts through the Clean Water State Revolving Fund (CWSRF) programs; and

WHEREAS, the Utility has established a need and improvements to remediate future storm events; and

WHEREAS, the Utility Staff with the assistance of the City Wastewater Engineer, Mead and Hunt have prepared a Request for Inclusion grant application to be submitted for grant funding consideration.

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

SECTION 1. That the City Commission of the City of Holly Hill has reviewed the utility's Clean Water State Revolving Fund Request for Inclusion grant application for wastewater facility improvements affected by Hurricane Milton and authorizes the City Manager to sign the application at a value of $20,027,900.00.

SECTION 2. The City Manager is hereby authorized to submit the completed Request for Inclusion and take all necessary action within his authority to satisfy the request for inclusion with the Florida Department of Environmental Protection.

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 become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 10th day of JUNE, 2025.

Florida Department of Environmental Protection

REQUEST FOR INCLUSION ON THE CLEAN WATER PRIORITY LIST

Clean Water State Revolving Fund Program
3900 Commonwealth Blvd., MS 3505, Tallahassee, FL 32399-3000

Process to receive a State Revolving Fund (SRF) Loan. This Request for Inclusion (RFI) form, Form RFI 1 per subsection 62-503.200(33), F.A.C., lets us know that you are interested in obtaining an SRF loan. Each RFI will be assigned a project engineer to assist you throughout the SRF funding process. The information contained in the RFI is used to determine a priority score for your project; and the priority score is used to rank projects on the SRF priority list. Only projects ranked on the fundable portion of the priority list will receive consideration for a loan. Your project engineer will assist you in understanding all program requirements necessary before you are asked to submit a loan application, Form Application 1 or Form Application 2 per paragraph 62-503.430(1)(a), F.A.C. Please note that costs incurred before the adoption of the project on the fundable or waiting portion of the priority list are ineligible for reimbursement.

Type of Loan Requested in this Application. Select only one loan category and project type.

Loan Category: Planning X☐ Design X ☐ Inflow/Infiltration Rehabilitation ☐ Construction X ☐

Project Type: Design/Bid/Build X☐ Design/Build (D/B) ☐ Construction Manager at Risk (CMR) ☐

Note: Procurement of professional services must meet the requirements of the Consultants' Competitive Negotiation Act, Section 287.055, F.S.

1. Applicant's Name and Address.

Project Sponsor: City of Holly Hill Contact Person: Joseph Grusauskas Title: Public Works Director

453 LPGA Blvd (street address) Holly Hill (city) Volusia (county) Florida (state) 32117 (zip code)

386-248-9463 (telephone) _____ (ext.) jgrusauskas@hollyhillfl.org (email address)

Contact Person Address (if different): _____ (street address) _____ (city) _____ (state) _____ (zip code)

2. Name and Address of Applicant's Consultant (if any).

Firm: Mead and Hunt Contact Person: Sheryl Parsons Title: Funding Practice Lead

4401 Eastport Parkway (street address) Port Orange (city) Volusia (county) Florida (state) 32127 (zip code)

386-761-6810 (telephone) _____ (ext.) _____ (email address)

3. Certification by Authorized Representative. I certify that this form and attachments have been completed by me or at my direction and that the information presented herein is, to the best of my knowledge, accurate.

jforte@hollyhillfl.org (email address) _____ (date)

Joseph Forte (name, typed) City Manager (title)

____
(signature)

REQUEST FOR INCLUSION ON THE CLEAN WATER PRIORITY LIST

4. Eligible Projects.

a. Stormwater management facilities, such as detention/retention facilities, treatment facilities, etc. sponsored by a local government (eligible under Section 212 of the amended Clean Water Act).

b. Wastewater management facilities, such as sewers, pump stations, treatment plants, reuse facilities, sludge facilities, etc. sponsored by a local government (eligible under Section 212 of the amended Clean Water Act).

c. Nonpoint source pollution control best management practices for agriculture, silviculture, on-site treatment and disposal, wetlands, mining, marinas, brownfields or groundwater protection sponsored by any entity (eligible under Section 319 or 320 of the amended Clean Water Act).

5. Project Information (Please attach).

a. Describe the project, its location, the scope, why it's needed and the environmental benefit.

b. Attach maps showing system boundaries, existing and proposed service area, and project area.

6. Estimated Costs (Clean Water Act Section 212, 319, and 320).

a.	Planning and/or SSES including geotechnical studies and surveying	500,000
b.	Design	500,000
c.	Special Studies including feasibility studies	_____
d.	Eligible Land (necessary land divided by total land times purchase price)	_____
e.	Construction, Equipment, Materials, Demolition and Related Procurement	16,335,000
f.	Construction Contingency (10% of Item e)	1,633,500
g.	Technical Services during Construction	1,059,000
h.	Sum of Items a. through g.	20,027,900

7. Project Schedule. (Month and Year)

a.	Submit the planning or SSES documentation	8/2026
b.	Submit the design documents, obtain permits, and acquire sites (as necessary)	2/2027
c.	Start activity (such as construction or non-structural best management practice)	3/2027
d.	Complete activity (such as construction or non-structural best management practice)	12/2028

8. Population

a.	Population served by the system	13,002
b.	Population to be served by the project	13,002

9. Project Priority

a. Baseline Priority Categorization.

In the Table below, identify each of the project components for which the project qualifies and provide the component's construction cost. The baseline priority score (BPS) will be determined by prorating each component. The project sponsor must provide documentation that supports the selection of a base priority score of 350 points or greater.

REQUEST FOR INCLUSION ON THE CLEAN WATER PRIORITY LIST

Project Component	Priority Points	Component Construction Cost
1. Eliminate a documented acute or chronic public health hazard. Examples include elimination of failing septic tanks, failing package plants, or elimination of sanitary sewer overflows.	500 points	_____
2. Implement a project included in, or to be implemented as a direct result of, an adopted Basin Management Action Plan or a Reasonable Assurance Plan approved pursuant to section 403.067, F.S.	450 points	_____
3a. Protect surface or ground water by preventing or reducing a documented source of pollution, pollution reductions necessary to meet regulatory requirements; or 3b. Projects or activities by local governments or on-site system management entities, under section 319 of the Act, that correct septic tank failures in springsheds of first magnitude springs; or correct septic tank contributions to nutrient impaired spring systems.	400 points	_____
4. Address a compliance problem documented in an enforcement action where the Department has issued a notice of violation or entered a consent order with the project sponsor.	375 points	_____
5. Meet the criteria for a Green Project; correct excessive inflow/infiltration or other issues within the collection and transmission system that cause sanitary sewer overflows; scheduled rehabilitation; replacement; repair described in an approved asset management plan; or reuse that replaces an existing or proposed demand on a water supply.	350 points	16,181,000
6. Planning and design loans; projects for the installation of wastewater transmission facilities to be constructed concurrently with other construction projects occurring within or along a transportation facility right-of-way; or for rehabilitation, replacement or repair not included in an approved asset management plan.	340 points	_____
7. Projects that construct other reclaimed water systems or residuals reuse systems that do not meet the criteria of component 5. above.	300 points	_____
8. Ensure compliance with other enforceable standards or requirements.	200 points	_____
9. Timely submitted projects that otherwise meet the requirements of the Act (including land or wastewater system acquisition projects).	100 points	154000

b. Restoration and Protection of Special Water Bodies.

In order to qualify for a base score multiplier, identify which of the water bodies listed below that the project will assist in restoring or protecting; and reference the location in existing documentation where substantiating information may be found or attach other such substantiating information. If none are selected, the multiplier equals 1.0. If one or more are selected, the multiplier is 1.2. Supporting documentation must be provided for items selected.

1. A priority water body identified in an adopted Surface Water Improvement and Management (SWIM) Plan. ☐
2. A water body classified as Outstanding Florida Waters or Wild and Scenic Rivers. ☐

c. Projects that document any of the following shall have bonus points added to the priority score after the adjustment under paragraph (b) above, as indicated. Items 3, 4 and 5 below are only applicable to financially disadvantaged small communities.

1. Elimination of Ocean Outfalls. 15 points ☐
2. Consistency with an Integrated Water Resource Management (One Water) plan. 15 points ☐
3. Population of 10,000 or less as of most recent decennial census, and affordability index less than or equal to 100.
   1000 divided by the affordability Index = ______ points.
4. Negative population trend as defined in 62-505.300(2)(c)2. F.A.C. 25 points ☐
5. End of useful life as defined in 62-505.300(2)(c)3., F.A.C. 25 points ☐

Return the completed form to the State Revolving Fund Program, 3900 Commonwealth Blvd., MS 3505, Tallahassee, Florida, 32399-3000. The form may be scanned and emailed to SRFRFI@FloridaDEP.gov.