CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

AGENDA ● JULY 25, 2017

City Commission Chamber	Regular City Commission Meeting	7:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

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

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

CITY COMMISSION MEMBERS

Mayor
John Penny

District 1 - Commissioner
Arthur J. Byrnes

District 2 - Commissioner
Penny Currie

District 3 - Commissioner
John C. Danio

District 4 - Commissioner
Chris Via

CITY MANAGER
Joseph Forte

CITY CLERK
Valerie Manning

1. **CALL TO ORDER**

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

2. **PUBLIC COMMENTS**

3. **APPROVAL OF MINUTES**

   1. Minutes - June 27, 2017 - Budget Workshop and Regular City Commission Meeting Minutes - July 11, 2017 Budget Workshop and Regular City Commission Meeting

      (Requested by Valerie Manning, City Clerk)

4. **CONSENT AGENDA - ITEM (1)**

   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. Payroll & Holiday Calendar FY 2017-2018

      (Requested by Valerie Manning, City Clerk)

5. **REGULAR AGENDA - NONE**

6. **PUBLIC HEARINGS**

   Please silence any cell phone, pager or noise making device as not to interrupt the meeting. Staff will introduce each item for consideration, with comments and recommendations. The applicant or appellant and supporters will be heard first. Those in opposition to the request will be heard next. Comments should be restricted to pertinent information regarding the agenda item under discussion. Out of courtesy to others, we ask that speakers keep their comments brief and try to limit these comments to information not previously discussed. Speakers should state their name and address clearly for the record. The City Clerk's office is required to retain any documents, photographs, drawings, etc. that are shown to the City Commissioners in support of a position. The City Commission may ask questions of speakers or of staff members. The Mayor will then ask the City Commission to make a recommendation or motion. Once a motion has been made and seconded, discussion will be closed to the floor. Following City Commission discussion, a vote will be taken. During voting, Commissioners who do not cast objecting votes are considered to have voted in support of the motion.

   1. Resolution Resolution 2017-R-40 A Resolution of the City of Holly Hill, Florida, Adopting a Proposed Millage Rate for the Fiscal Year Beginning October 1, 2017; Providing for a Public Hearing on Millage Rate; Providing for Conflicting Resolutions; and Providing an Effective Date.

      (Requested by Kurt Swartzlander, Finance)

   2. Resolution Resolution 2017-R-41 A Resolution of the City of Holly Hill, Florida, Setting the Proposed Stormwater Utility Fee at $7.00 Per Equivalent Residential Unit; Establishing the Equivalent Residential Unit for Non-Residential and Multi-Family Properties; Providing for Severability; Providing for Conflicting Resolutions; and Providing an Effective Date.

(Requested by Kurt Swartzlander, Finance)

7. COMMUNICATIONS

A. City Manager & Staff Comments

a. Solid Waste Update

(Requested by Joseph Forte, City Manager)

B. City Attorney Comments
C. Mayor's Comments
D. City Commission Comments

8. ADJOURNMENT

Website Address – www.hollyhillfl.org (City Clerk)

NOTICE – If any person decides to appeal any decision of the City Commission at this meeting, he/she will need a record of the proceedings and, for that purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City does not prepare or provide such a record.

For special accommodations, please notify the City Clerk's Office at least 72 hours in advance. (386) 248-9441

Help for the hearing impaired is available through the Assistive Listening System. Receivers can be obtained from the City Clerk's Office.

In accordance with the Americans with Disabilities Act (ADA), persons needing a special accommodation to participate in the Commission proceedings should contact the City Clerk's Office no later than three (3) days prior to the proceedings.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE: July 25, 2017
FROM: Valerie Manning
SUBJECT: Minutes - June 27, 2017 - Budget Workshop and Regular City Commission Meeting Minutes - July 11, 2017 Budget Workshop and Regular City Commission Meeting
NUMBER: (ID # 1721)
APPLICANT:
PLANNER:

DISCUSSION:

Minutes from the June 27, 2017 budget workshop and regular City Commission meeting.

Minutes from the July 11, 2017 budget workshop and regular City Commission meeting.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve all sets of minutes from June 27, 2017 and July 11, 2017.

COMMISSION GOAL:

N/A

MOTION:

Approve all sets of minutes as submitted by staff.

- Minutes - June 27, 2017 - Budget Workshop (PDF)

- Minutes - June 27, 2017 - Regular City Commission meeting (PDF)
- Minutes - July 11, 2017 - Budget Workshop (PDF)
- Minutes - July 11, 2017 - Regular City Commission meeting (PDF)

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● JUNE 27, 2017

City Commission Chamber	Budget Workshop	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

2. BUDGET PRESENTATIONS BY DEPARTMENTS

1.

Budget Workshop FY 2018

(Requested by Kurt Swartzlander, Finance)
The following departments shared their budgets with the Mayor and City Commissioners: City Commission, City Manager, Finance, Information Technology, Human Resources, Police Department, Fire Department, Code Enforcement, and Building and Zoning.

The next budget workshop will include the following departments: Public Works and Solid Waste.

3. ADJOURNMENT

The budget workshop adjourned at 6:55 PM.

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● JUNE 27, 2017

City Commission Chamber	Regular City Commission Meeting	7:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

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

1. CALL TO ORDER

a. Roll Call

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

b. Invocation
Commissioner Via led the invocation.

c. Pledge of Allegiance
Commissioner Via led the Pledge of Allegiance to the Flag.

2. PUBLIC COMMENTS

The following individuals spoke to the Mayor and City Commissioners: Jim Legary, Burleigh Avenue, Holly Hill and Jim Schultz, Ormond Beach.

3. APPROVAL OF MINUTES

1.

Minutes - June 13, 2017 - Regular City Commission and CRA Meeting

(Requested by Valerie Manning, City Clerk)

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

Enacted and approved this 27th day of June, 2017, in Holly Hill

4. CONSENT AGENDA - ITEMS (1 - 4)

Mayor Penny asked if any member of the Commisson would like to pull any item from the Consent Agenda for further discussion or if any member of the audience would like to discuss any item. ***There was no one to speak or pull an item.***

1. Resolution

Resolution 2017-R-35 A Resolution of the City Commission of the City of Holly Hill, Florida, Awarding the Bid to Hydro International to Perform the Project "WWTP Biological Treatment Units Cleaning" in the Amount Not to Exceed $39,150.00; Authorizing the City Manager to Execute the Agreement; Providing for Severability; and Providing for an Effective Date.

(Requested by Mark Juliano, Public Works)

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

RESOLUTION

Enacted and approved this 27th day of June, 2017, in Holly Hill

2. Resolution

Resolution 2017-R-36 A Resolution of the City of Holly Hill, Volusia County, Florida, Urging Members of the State Legislature to Adopt Legislation Amending Current Animal Cruelty Laws to Impose Stricter, Harsher Punishment and Penalties for Acts of Animal Cruelty.

(Requested by Valerie Manning, City Clerk)

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

RESOLUTION

Enacted and approved this 27th day of June, 2017, in Holly Hill

3.

Halifax Humane Society Agreement 2017-2018

(Requested by Valerie Manning, City Clerk)

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

Enacted and approved this 27th day of June, 2017, in Holly Hill

4.

Asset Surplus Request

(Requested by Mark Juliano, Public Works)

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

Enacted and approved this 27th day of June, 2017, in Holly Hill

5. REGULAR AGENDA

1.

Site Access Agreement 1200 Center Ave. to Outline Conditions Under Which Fountainhead Will be Permitted to Undertake Certain Activities on the Property Prior to Closing.

(Requested by Joseph Forte, City Manager)
Mr. Forte stated this is an agreement that staff worked with Fountainhead in putting together an agreement that will allow Fountainhead to go ahead and go on the property and do certain types of work both on the grounds and in the buildings. It is broken down into two parts. One is an allowance to do work prior to committment to funding, financing of the project and there is other work that can be done afterward because the concern that he had was if for some strange reason they don't get the financing, they aren't able to close, the city didn't want them doing significant work on the buildings where the city would have to go back and either fix or repair or continue if that's not what the city wanted to do. Mr. Forte stated at this point, he received a verbal comittment that the financing is in place. The city hasn't received a written comittment on that yet but with deposits that the city has in place, he thinks they are safe in allowing Fountainhead to move forward to do some site work on the property and some building work. They still need to pull a site plan, they still need to pull permits for the work that needs to get done. It's all going to be done by licensed contractors. The contractors are going to have to sign a release and provide proof of insurance.

Mayor Penny asked if there were any questions for Mr. Forte.

Commissioner Byrnes asked do they understand that anything that they do, is not reimbursable or removable if things change?

Mr. Forte stated, yes. They know that this is all at their own risk.

Attorney Simpson stated and also, Fountainhead has already completed the due-diligence period. If they go in there and they all of a sudden find something that they weren't aware of they can't back out of the contract for that reason. They can obviously not buy before with the closing and then they forefit their deposit but they don't have a legal right to back out and get their deposit back.

Mayor Penny asked if Attorney Mark Watts, Cobb Cole, had anything he would like to add.

Attorney Watts stated he was just here to answer any questions if they came up. He thinks this agreement is designed to get things jump started so that they can get moving and get into the site and hopefully, get some employees in there sooner rather than later.

Mayor Penny opened public participation. No one spoke.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John C. Danio, Chris Via
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 27th day of June, 2017, in Holly Hill

2.

City Planner Non-Union Position

(Requested by Valerie Manning, City Clerk)
Mr. Forte stated as was mentioned in the workshop session, they are planning to eliminate the contractural agreement the city has with the City Planner and bring on a full-time planner. Back several years ago, the full-time City Planner position was taken out of the job description so this is bringing it back to the Commission for them to authorize the job description for the City Planner and place into the appropriate wage classification, which would be equivalent to that of the Deputy Police Chief.

Mayor Penny opened public participation. No one spoke.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	John C. Danio, District 3 - Commissioner
SECONDER:	Penny Currie, District 2 - Commissioner
AYES:	Byrnes, Currie, Danio, Via, Penny

Enacted and approved this 27th day of June, 2017, in Holly Hill

3.

Sport Pylon Air Races, LLC Agreement

(Requested by Valerie Manning, City Clerk)
Mr. Forte stated this is the agreement that they discussed at the workshop session that would allow Sport Pylon Air Races to install their windsocks, their signage and their decal in the entrance runway ramp at Sunrise Park. They are already in place. If the Commission remembers, he did that administratively on a temporary basis as Mr. Bailey went through the permitting process. He's still going through the permitting process, still have to have a few more inspections done. This agreement allows Mr. Bailey to do those things. There's also language in the agreement that prohibits mooring or tying up too...mooring into the intercostal and the landing strip area or tying up to any docks that are not specifically for that craft. In other words, if someone owns a home on Riverside Drive they can certainly pull a craft up to their personal dock and tie up there but they can't tie up to the dock at Sunrise Park or at Ross Point or any other place that's not designated because that cuts into the city's allocation for boat slips that are designated through the Manatee Protection Plan. In addition to that, in front of the Commission, that in the Commission's motion, they would like to attach this (***Security Plan***) to that agreement and this is the ***Halifax Sea Plan Base Security Plan*** that Mr. Bailey had to submit. Staff made some modifications to it that Mr. Bailey agreed to. This is a signed document that Mr. Bailey had to submit and in the Commission's motion, staff and Mr. Bailey would like that to be included, if the Commission approves the agreement, is to include this document with that.

Mayor Penny asked if there were any questions of Mr. Forte.

Commissioner Byrnes stated Mr. Forte, if a seaplane lands here and somebody wants to go to a restaurant, how would they get ashore if they can't moor?

Mr. Forte stated they will pull up into Sunrise Park and they will occupy a boat trailer slip. There are safety precautions, which is what this deals with (referring to the Security Plan) on how that plane is brought into Sunrise Park where it can stay. It cannot stay overnight. It's only allowed to be there from sun up to sun down because there are no night time take offs or landings. Anybody that wants to come in and do something in the area, they will use Sunrise Park as a place to bring the plane. Initally, they figure, a couple of planes a month. Maybe even a couple of planes a week, at best.

Commissioner Byrnes stated, sure.

Mr. Forte stated it's not going to be a busy airport. Hopefully, it will grow and that will be a problem for the city in the future, a good problem but right now, they expect it to be rather minimum.

Commissioner Byrnes stated so they won't be totally seaplanes, there will be amphibious planes.

Mr. Forte stated, yes. They're amphibious planes.

Commissioner Byrnes stated because if a seaplane lands there it can't dock anywhere.

Mr. Forte stated they are anticipating these to be amphibious planes. They run about $150,000. They are kind of an up and coming adult toy that's out there now and they're designed to...they're a very light aircraft that can either be pushed or pulled or used with a tractor mower or a golf cart to get them into their spaces that they need to go. Mr. Bailey serves as the airport manager and they will radio into him as needed. Anytime they are going to be here for a period of time, they are more than likely going to take up a trailer parking space in Sunrise Park.

Commissioner Danio stated the protection of revamping the park, how does that affect this?

Mr. Forte stated the city is still moving forward with the upgrade to the park. The problem that they have right now is that budget on the park came in about $300,000 over what the projected grant funding is. Staff is working with Beth Lemke to see if there's another avenue the city can go after for additional grant funds but the city can't go back to the people that awarded the city the dollars. It's capped so the city can't increase that. Staff is working with Ms. Lemke to explore another option. Otherwise, staff will have to come back and find another alternative way to fund that.

Commissioner Danio stated his question is, let's assume the city gets the necessary funds to do that, how does that affect this project?

Mr. Forte stated during the time of construction, there will be no place for a plane to pull up. It's not going to take a long time for that construction to take place. He doesn't see it being a big hindrance.

Attorney Simpson stated Mr. Forte has made it real clear that if any of this seaplane operation jeopardizes the funding of the park or the park then the seaplane operation is not going to go forward. The city has to make sure that nothing interferes with that grant, the funding and that park with this operation.

Commissioner Via stated to that question, what is the city's recourse if something were to go wrong? Say, the citizens come out and they just hate it, there's too many planes landing.

Attorney Simpson stated the agreement can be terminated.

Commissioner Via asked they can cancel it at any time?

Mr. Forte stated the city can cancel its agreement and what that does is it says Mr. Bailey would have to take down the windsocks and the signage but that doesn't mean he can't make an agreement with somebody else who owns property along Riverside Drive where they would put the windsock up and signage over there. The biggest challenge would be is where would the planes park if the city didn't allow them in the Sunrise Park.

Commissioner Via asked how many boat trailer slips does the city have there?

Mr. Forte stated he thinks there is going to be 36. Thirty-six will be there when it's done.

Mayor Penny stated there's about 18 or 20 now.

Commissioner Via asked how many trailer spots?

Mr. Forte stated there will be 36.

Mayor Penny asked if the applicant, Mr. Bailey, would like to add anything?

Christopher "Doc" Bailey, the applicant, stated he thinks the questions that the Commission asked are very important. His ambition here is to bring to the community not take anything away from or stifle any growth. To begin with, they are going to have very few aircraft mostly for filming and stuff to promote an event that they will have here. It's not like they are going to open the floodgates. He thinks the community will embrace this, especially the way they are introducing it small bits at a time rather than have a 100 planes a week. Everything they are doing is to bring to here with the events, so on and so forth. They are hoping it will change the way the community looks from the riverfront to Ridgewood Avenue. Like Attorney Simpson said, if anything happens and there are any issues or there are too many people complaining, he has no problem picking up the marbles and going home. To date though, they've had exceptional, positive feedback. The other thing that they are doing, they already have three, he thinks a good number is seven, that he is going to have is a community member board. Aviation is a wonderful thing but it's a double-edge sword. It can be a love-hate agreement.What they are trying to do is take out all the negativity and stuff first by being good neighbors, and having real quiet aircraft. That's one of the reasons he spent over a year doing a certified airport base. He could have had people just land here after doing the FAA and not have it certified but the reasons they do it certified is FAA inspections to keep up the safety. They will have a safety criteria as to how to get in, get out, how these pilots will be able to get this information and make it the safest way they can, where they can land and where they can't. This has been a well thought out and extremely labor intensive event to get to this point. The Commission may not realize it but there are only two certified seaplane bases in the State of Florida. This will be the third location. The community member board is a non-paying advisory board but he wants it to be the people of this community that will have a say-so and will have lived here and figures they would know what's best for the community rather than him as an outsider come in and say they are going to do this and that. They still have a couple of slots available for the board. Once they get through that, Mr. Forte will approve everything and set up a meeting and that way they can start a date and deadline for their event, which they are hoping to do is bring nationwide attention to this event and introduce all the new models of the airplanes, have a two to three day festival, what can that hurt? They are trying to do the right thing. Any input that the Commission would have, he will certainly welcome.

Commissioner Via stated it's his understanding that these planes are also not noisy. They are less than a lawn mower...

Mr. Bailey stated actually, the decibal on an airplane forty feet away or less than a lawn mower on these types of seaplanes and that's why they did the length of the air field at 4800 feet, at 5000 feet turbine aircraft could land, which would be noisy. These seaplanes are muffled.

Mayor Penny opened public participation. No one spoke.

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

Enacted and approved this 27th day of June, 2017, in Holly Hill

6. PUBLIC HEARINGS - NONE

7. COMMUNICATIONS

A. City Manager & Staff Comments
Mr. Forte stated that he has a request from the YMCA to place a flutter flag on US1 and waive the fee that is required.
There was discussion amongst the Mayor and Commissioners to waive the fee.
Commissioner Via shared his concerns as to his opposition of not waiving it; that it would be unfair to the other businesses within the city that are required to pay it and that's why he opposes it.

Commissioner Danio made a motion to ***WAIVE THE SIGN FEE for the Flutter Flag for the YMCA****, seconded by Commissioner Byrnes.*

Mayor Penny opened public participation. No one spoke.

PASSED, 4-1 (Commissioner Via opposed).

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Mr. Forte stated that Evergreen Solutions is in need of one Commissioner to attend a meeting on behalf of the Commission to talk about their wage comparison on Wednesday, July 12, 2017 from 1:00 PM to 1:45 PM. ***Commissioner Danio offered to do it.*** / Mr. Forte gave an update on his office being fixed due to Hurricane Matthew; he
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would like to move Code Enforcement down to his area and move Virginia who is the Administrative Assistant for Code Enforcement outside his office. He would like to leave Diane in the Commission's office for more privacy when she speaks with employees if the Commissioners aren't using it. ***The Commissioners were okay with meeting someone in the large conference room when needed. Other than that, they don't need that office that Diane is in***. / Mr. Forte stated that he attended the School Board meeting earlier this evening and he is sure the Mayor is going to address this matter as well and that he read the Mayor's letter he wrote into the record as it pertains to our HHK-8 School and losing our school Principal who accepted a job at Matanzas High School in Flagler County. This city has gone through five principals in six years and the city is not happy with that, that has to change and they have to take this a little more seriously. During the school board meeting they did appoint Mr. Watson from Ormond Beach as the new school Principal for HHK-8. Mr. Forte stated that he has requested a joint workshop with the School Board to discuss the commonalities that they have in trying to create a successful school and trying to create a successful city and more importantly, trying to create successful children. He's not sure if he will ever hear from the school board. If we don't start standing up for ourselves, we are going to get stepped on. We have to start demanding the level of service that we want.

B. City Attorney Comments
None.

C. Mayor's Comments
Mayor Penny shared his concerns about the school and Mr. Reaves leaving HHK-8. Mayor Penny read the letter that Mr. Forte brought to the school board and read on his behalf. He has mailed it to the school board as well and sent a copy to the *Daytona Beach News-Journal*. This is just his opinion and his opinion only.

"Dear Chairman Johnson and Members of the Volusia County School Board:

The role of a school principal in primary education is extremely diverse and critical to the sense of place, unity and identity which anchor the foundation of successful schools. In addition to providing strong campus leadership, the principal sets benchmarks for success, develops a cohesive team, and builds strong bonds between the school and the community it serves.

These external relationships are all-important to meeting the holistic developmental needs of students and their families - and they generate community wide support for school programs and goals.

However, pride and a sense of belonging cannot occur in an atmosphere of unpredictability.

Unfortunately, after many years hosting both a middle and elementary school, the City of Holly Hill has experienced a series of critical disappointments in our dealings with the Volusia County School District.

After being promised a replacement for our aging middle school, we watched as Hinson Middle was given priority - which took both students, and funding, out of our community. Then, the District explained that the City of Holly Hill now lacked the student population to support a new middle school.

With virtually no input from our community - in 2011, the District formulated and built a hybrid Kindergarten through 8th Grade school - which remains the only one of its kind in Volusia County.

In 2011, prior to the consolidation, Holly Hill Middle School earned a successful “B” School Performance Grade - while Holly Hill Elementary School was ranked a “C” school. Following the merge in 2012, Holly Hill K-8 dropped from a “C” designation and held a consistent “D” ranking for three consecutive years - to include an effective “F” in 2013.

Although Holly Hill School earned a “C” rating in 2016, in my view, this trend of mediocrity is unacceptable.

In my view, these abysmal ratings are directly attributable to the constant change in senior administrators which has left Holly Hill K-8 among the poorest performing schools in Volusia County.

In the past six years, Holly Hill School has seen five principals and seven assistant principals pass through the revolving door - not to mention the astronomical turnover in teaching positions and support personnel.

This constant churn in leadership doesn’t just give the appearance of instability, it contributes to it.

Our students - and our community - deserve better.

We recently received the devastating news that current Holly Hill Principal Jeff Reaves will be leaving his post for an opportunity with Flagler County Schools. As you know, earlier this year Mr. Reaves was named *Florida’s 2017 Innovative Principal of the Year* for his technology-minded approach to leadership.

Obviously, his departure represents another distressing set-back for our school.

The City of Holly Hill continues to struggle with economic and social challenges, to include a sluggish real estate market and weak business inventory. The presence of a failing school - especially one with little sign of improvement - is counter to our economic development and revitalization efforts.

This failed experiment is unacceptable to my constituents - and to all families who rely on the Volusia County School District to provide a quality education for their children.

I hereby request that the Volusia County School Board consider a multi-year performance-based contract with the next principal of Holly Hill K-8 School. It is imperative that we stop this roil of *“here today, gone tomorrow”* inconsistency, and begin the vital process of repairing a situation that has left students and faculty with no sense of permanency - or stability.

I hope you agree, the academic deterioration of Holly Hill School simply cannot continue.

This matter is extremely important to the quality of life and continued health of our community.

Thank you in advance for your urgent consideration."

D. City Commission Comments

Commissioner Via spoke about the Civil Service Board that's in the Charter and he would like to have that board reinstated; fulfill the Charter requirement to have a five-member board even if it's once a year. There was ***consensus*** from the Commission to move forward with allowing Mr. Forte to send out Civil Service Board requirements to the Commission so that they can appoint someone to the board. Send the individual what the board is required to do so they are aware of what takes place.

Commissioner Danio, Currie, Byrnes stated that the letter to the school board was good; budget workshop went well; good job.

8. ADJOURNMENT

The meeting adjourned at approximately 8:00 PM.

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● JULY 11, 2017

City Commission Chamber **Budget Workshop** **6:00 PM**

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

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

1. CALL TO ORDER

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

2. BUDGET PRESENTATIONS BY DEPARTMENTS

1.

Continued Budget Workshop

(Requested by Kurt Swartzlander, Finance)
Mark Juliano, Public Works Director, shared their budget with the Mayor and City Commissioners: Public Works and Solid Waste.

On July 25, 2017 the next budget workshop will include the CRA and Economic Development.

3. ADJOURNMENT

The budget workshop adjourned at approximately 7:05 PM.

CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES ● JULY 11, 2017

City Commission Chamber **Regular City Commission Meeting** **7:00 PM**

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

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

1. CALL TO ORDER

a. Roll Call

Commissioner Via made a motion to ***EXCUSE Commissioner Currie from the meeting***, seconded by Commissioner Danio.

PASSED, 4-0.

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

b. Invocation

Commissioner Danio led the invocation.

c. Pledge of Allegiance

Commissioner Danio led the Pledge of Allegiance to the Flag.

2. PUBLIC COMMENTS

The following individual spoke to the Mayor and City Commissioners: Jim Cameron, Senior Vice-President, Government Relations of the Daytona Beach Chamber of Commerce.

3. APPROVAL OF MINUTES - NONE

None.

4. CONSENT AGENDA - ITEMS (1 - 4)

The Mayor asked if any member of the Commission would like to pull any item from the Consent Agenda for further discussion and if any member of the audience would like to disscuss any item. No Commissioner pulled any item for discussion.

Jim Legary, Burleigh Avenue, Holly Hill spoke to the Mayor and City Commissioners.

1. <u>Resolution</u>

Resolution 2017-R-37 A Resolution of the City Commission of the City of Holly Hill, Florida, Awarding the Contract and Authorizing the Execution of the Project "Lift Station 7 Rehabilitation" to the Low Bidder, Hinterland Group and Authorizing the City Manager to Execute the Agreement; Providing for Severability; and Providing for an Effective Date.

(Requested by Mark Juliano, Public Works)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Danio, Via, Penny
ABSENT:	Currie

RESOLUTION

Enacted and approved this 11th day of July, 2017, in Holly Hill

2. Resolution

Resolution 2017-R-39 a Resolution of the City Commission of the City of Holly Hill, Florida, Amending the Fiscal Year 2016-2017 Annual Budget; and Providing for Severability; and Providing for an Effective Date.

(Requested by Kurt Swartzlander, Finance)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Danio, Via, Penny
ABSENT:	Currie

RESOLUTION

Enacted and approved this 11th day of July, 2017, in Holly Hill

3.

Technology Asset Disposal

(Requested by Kurt Swartzlander, Finance)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Danio, Via, Penny
ABSENT:	Currie

Enacted and approved this 11th day of July, 2017, in Holly Hill

4.

Volusia County Law Enforcment Mutual Aid Agreement

(Requested by Steve Aldrich, Police)

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Arthur J. Byrnes, District 1 - Commissioner
SECONDER:	John C. Danio, District 3 - Commissioner
AYES:	Byrnes, Danio, Via, Penny
ABSENT:	Currie

Enacted and approved this 11th day of July, 2017, in Holly Hill

5. REGULAR AGENDA

1. Resolution

Resolution 2017-R-38 A Resolution Fo the City Commission of the City of Holly Hill, Florida, Authorizing the Agreement with Dredging and Marine Consultants to Perform the Engineering Services for "Sunrise Park North Seawall Improvements"; Providing for Severability; and Providing for an Effective Date.

(Requested by Mark Juliano, Public Works)

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	John C. Danio, District 3 - Commissioner
SECONDER:	Arthur J. Byrnes, District 1 - Commissioner
AYES:	Byrnes, Danio, Via, Penny
ABSENT:	Currie

RESOLUTION

Enacted and approved this 11th day of July, 2017, in Holly Hill

6. PUBLIC HEARING

1.

999 Third Street Special Exception Request to Approve a Child Day Care as Special Exception Use in the B-1 Professional Office Zoning District.

(Requested by Thomas Harowski, Board of Planning and Appeals)
Mayor Penny opened public participation.

Michelle Bondi, the applicant spoke briefly to the Mayor and Commissioners.

Mayor Penny closed public participation.

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

Enacted and approved this 11th day of July, 2017, in Holly Hill

7. COMMUNICATIONS

A. City Manager & Staff Comments
Mr. Forte asked if they could make a separate motion for Resolution 2017-R-39, for the budget amendment for the Wastewater agenda item.

Commissioner Danio made a motion to ***APPROVE Resolution 2017-R-39****, seconded by Commissioner Via.*

Mayor Penny opened public participation. No one spoke.

PASSED, 4-0.

B. City Attorney Comments
None.

C. Mayor's Comments
None.

D. City Commission Comments
Commissioner Byrnes made a comment about the Deltona City Commissioner who was in the paper about reading scriptures from his Bible during his closing comments at thier meetings.
Commisisoner Danio wanted to inform the Commissioners that his wife really likes the park next to Marina Grande with the benches and gazebo.

Commissioner Via mentioned that he had reached out to two people who he thought would want to serve on the Civil Service Board but they declined. Commissioner Via stated that he thinks it might be harder than he thought to appoint people to the board and asked if they could have it posted on the website for a week and see if they get any interests and take it from there. There was ***consensus*** to post it on the website and staff would get back to them.

8. ADJOURNMENT

The meeting adjourned at approximately 7:40 PM.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE:	**July 25, 2017**
FROM:	**Valerie Manning**
SUBJECT:	**Payroll & Holiday Calendar FY 2017-2018**
NUMBER:	**(ID # 1732)**
APPLICANT:	
PLANNER:	**Diane Cole**

DISCUSSION:

Each year the City Commission authorizes the annual holiday calendar which includes the staff recommended floating holiday as well as acknowledges the annual payroll dates.

FISCAL ANALYSIS:

N/A

STAFF RECOMMENDATION:

Approve payroll and holiday calendar as submitted by staff.

COMMISSION GOAL:

N/A

MOTION:

Approve the attached calendar for FY 2017-2018.

- Payroll & Holiday Calendar for FY 2017-2018 (PDF)

2017-2018 FISCAL YEAR CALENDAR

PAY PERIOD #	PAY PERIOD BEGIN	PAY PERIOD END		PAYDAY
20	08-Sep-17	21-Sep-17		28-Sep-17
21	22-Sep-17	05-Oct-17		12-Oct-17
22	06-Oct-17	19-Oct-17		26-Oct-17
23	20-Oct-17	02-Nov-17		09-Nov-17
24	03-Nov-17	16-Nov-17		23-Nov-17
25	17-Nov-17	30-Nov-17		07-Dec-17
26	01-Dec-17	14-Dec-17		21-Dec-17
1	15-Dec-17	28-Dec-17		04-Jan-18
2	29-Dec-17	11-Jan-18		18-Jan-18
3	12-Jan-18	25-Jan-18		01-Feb-18
4	26-Jan-18	08-Feb-18		15-Feb-18
5	09-Feb-18	22-Feb-18		01-Mar-18
6	23-Feb-18	08-Mar-18		15-Mar-18
7	09-Mar-18	22-Mar-18	*	29-Mar-18
8	23-Mar-18	05-Apr-18		12-Apr-18
9	06-Apr-18	19-Apr-18		26-Apr-18
10	20-Apr-18	03-May-18		10-May-18
11	04-May-18	17-May-18		24-May-18
12	18-May-18	31-May-18		07-Jun-18
13	01-Jun-18	14-Jun-18		21-Jun-18
14	15-Jun-18	28-Jun-18		05-Jul-18
15	29-Jun-18	12-Jul-18		19-Jul-18
16	13-Jul-18	26-Jul-18		02-Aug-18
17	27-Jul-18	09-Aug-18		16-Aug-18
18	10-Aug-18	23-Aug-18	*	30-Aug-18
19	24-Aug-18	06-Sep-18		13-Sep-18

HOLIDAYS

1	Thursday	23-Nov-17	Thanksgiving
2	Friday	24-Nov-17	Friday after Thanksgiving
3	Monday	25-Dec-17	Christmas Day holiday
4	Tuesday	26-Dec-17	Floating Holiday
5	Monday	1-Jan-18	New Year's Day holiday
6	Monday	15-Jan-18	Martin Luther King Day
7	Friday	30-Mar-18	Good Friday
8	Monday	28-May-18	Memorial Day
9	Wednesday	4-Jul-18	Independence Day
10	Monday	3-Sep-18	Labor Day

* No insurance deduction and no leave accruals (7/10/17)

Attachment: Payroll & Holiday Calendar for FY 2017-2018 (1732 : Payroll & Holiday Calendar FY 2017-2018)

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE:	**July 25, 2017**
FROM:	**Kurt Swartzlander**
SUBJECT:	**Resolution 2017-R-40 A Resolution of the City of Holly Hill, Florida, Adopting a Proposed Millage Rate for the Fiscal Year Beginning October 1, 2017; Providing for a Public Hearing on Millage Rate; Providing for Conflicting Resolutions; and Providing an Effective Date.**
NUMBER:	**(ID # 1735)**
APPLICANT:	
PLANNER:	

DISCUSSION:

Florida Statute requires the City to hold a Public Hearing to adopt a tentative millage rate for the upcoming fiscal year, 2017-18. The adopted rate is the **maximum** millage rate that can ultimately be included in the 2017-18 Budget. The City Commission may, at a later budget hearing, reduce the rate if it so desires, but cannot raise it above the adopted tentative rate set at this meeting on July 25, 2017.

State law requires that two formal public hearings be held in September and neither can conflict with the hearing dates established by the County School Board or the County Commission. The recommended date is **Monday, September 11th at 7:00pm** and **Tuesday, September 26th at 7:00pm.**

Subsequent to the adoption of the maximum allowable millage rate, the Notice of Proposed Property Taxes, otherwise known as TRIM (Truth in Millage) notice, are prepared and mailed to taxpayers by the County Property Appraiser. Printed on the TRIM notice is the date of the first scheduled public hearing to adopt the tentative budget and the tentative millage rate, on September 11. The purpose of this hearing is to give the general public an opportunity to speak for or against the proposed budget and millage rate. At the end of the first public hearing, a date and time will be set for the final public hearing, September 26. The City is required to provide notice of the final hearing with an advertisement containing the summary budget information along with the tentative millage rate and the tentative approved budget

The purpose of the final public hearing is to once again give the general public an opportunity to speak for or against the budget and proposed millage rate. At this meeting the Commission will adopt the final budget and millage rate.

The calculated roll-back rate for the fiscal year 2017-18 is 6.5426.

The proposed millage rate for the fiscal year 2017-18 is 6.8949 which is the current year rate.

By state definition this is an increase of 5.38%

FISCAL ANALYSIS:

Dependent upon City Commission action.

STAFF RECOMMENDATION:

N/A

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

Goal #3: Implement the CRA master plan with a focus on the best utilization of vacant properties and blighted properties in the city. Attention should also focus on infrastructure improvements within the district and strategies to encourage private investment and business retention.

MOTION:

APPROVE RESOLUTION 2017-R-40, ADOPTING A PROPOSED MILLAGE RATE FOR THE FISCAL YEAR 2017-2018.

ATTACHMENTS:

- TRIM Forms (PDF)

Resolution No. (ID # 1735)

RESOLUTION 2017-R-40 A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017; PROVIDING FOR A PUBLIC HEARING ON MILLAGE RATE; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2017-R-40

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING A PROPOSED MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017; PROVIDING FOR A PUBLIC HEARING ON MILLAGE RATE; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Holly Hill, Florida is required by Florida Statute 200.011 to certify to the County Property Appraiser the general municipal millage rate proposed by said Commission for the tax year beginning October 1, 2017; and

WHEREAS, the City Commission of the City of Holly Hill, Florida, pursuant to the TRIM Bill, shall hold a public hearing adopting proposed millage rate.

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

SECTION 1. That the millage rate proposed by the City Commission of the City of Holly Hill, Florida, for the tax year beginning October 1, 2017 is 6.8949 (6.8949 Per $1,000.00); The FY2017 operating millage rate is 6.8949 Mills, which is greater than the rolled-back rate of 6.5426 mills by 5.38%.

SECTION 2. That the City Commission does hereby set a public hearing on the millage rate for 7:00 p.m. on Monday, September 11, 2017, in the Commission Chambers, 1065

Ridgewood Avenue, Holly Hill, Florida.

SECTION 3. That all resolutions made in conflict with this Resolution are hereby repealed.

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

APPROVED AND AUTHENTICATED on this 25th day of JULY, 2017.

DR-420
R. 5/1?
Rule 12D-16.
Florida Administrative C
Effective 11

FLORIDA DEPARTMENT OF REVENUE

CERTIFICATION OF TAXABLE VALUE

Year : 2017	County : VOLUSIA
Principal Authority : HOLLY HILL	Taxing Authority : HOLLY HILL OPERATING

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	$		520,289,086	(1
2.	Current year taxable value of personal property for operating purposes	$		51,954,667	(2
3.	Current year taxable value of centrally assessed property for operating purposes	$		3,564,529	(3
4.	Current year gross taxable value for operating purposes *(Line 1 plus Line 2 plus Line 3)*	$		575,808,282	(4
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	$		2,703,361	(5
6.	Current year adjusted taxable value *(Line 4 minus Line 5)*	$		573,104,921	(6
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	$		539,270,722	(7
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☑ YES	☐ NO	Number 1	(8
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, *Certification of Voted Debt Millage* forms attached. If none, enter 0	☐ YES	☑ NO	Number 0	(9

SIGN HERE	**Property Appraiser Certification**	I certify the taxable values above are correct to the best of my knowledge
	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date : 6/26/2017 10:30 AM

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy *(If prior year millage was adjusted then use adjusted millage from Form DR-422)*	6.8949	per $1,000	(1
11.	Prior year ad valorem proceeds *(Line 7 multiplied by Line 10, divided by 1,000)*	$	3,718,218	(1
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value *(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)*	$	1,025,065	(1
13.	Adjusted prior year ad valorem proceeds *(Line 11 minus Line 12)*	$	2,693,153	(1
14.	Dedicated increment value, if any *(Sum of either Line 6b or Line 7e for all DR-420TIF forms)*	$	161,470,133	(1
15.	Adjusted current year taxable value *(Line 6 minus Line 14)*	$	411,634,788	(1
16.	Current year rolled-back rate *(Line 13 divided by Line 15, multiplied by 1,000)*	6.5426	per $1000	(1
17.	Current year proposed operating millage rate	6.8949	per $1000	(1
18.	Total taxes to be levied at proposed millage rate *(Line 17 multiplied by Line 4, divided by 1,000)*	$	3,970,141	(1

Continued on page 2

19.	TYPE of principal authority (check one)	☐ County ☑ Municipality	☐ Independent Special District ☐ Water Management District	(1
20.	Applicable taxing authority (check one)	☑ Principal Authority ☐ MSTU	☐ Dependent Special District ☐ Water Management District Basin	(2
21.	Is millage levied in more than one county? (check one)	☐ Yes	☑ No	(2

DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP **STOP HERE - SIGN AND SUBMIT**

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. *(The sum of Line 13 from all DR-420 forms)*	$ 2,693,153	(2
23.	Current year aggregate rolled-back rate *(Line 22 divided by Line 15, multiplied by 1,000)*	6.5426 per $1,000	(2
24.	Current year aggregate rolled-back taxes *(Line 4 multiplied by Line 23, divided by 1,000)*	$ 3,767,283	(2
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. *(The sum of Line 18 from all DR-420 forms)*	$ 3,970,141	(2
26.	Current year proposed aggregate millage rate *(Line 25 divided by Line 4, multiplied by 1,000)*	6.8949 per $1,000	(2
27.	Current year proposed rate as a percent change of rolled-back rate *(Line 26 divided by Line 23, **minus 1**, multiplied by 100)*	5.38 %	(2

First public budget hearing	Date : 9/11/2017	Time : 7:00 PM EST	Place : 1065 Ridgewood Avenue, Commission Chambers, Room #200, 1065 Ridgewood Avenue, Holly Hill, FL 32117

S I G N H E R E	**Taxing Authority Certification**	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions either s. 200.071 or s. 200.081, F.S.
	Signature of Chief Administrative Officer :	Date :
	Title : Kurt Swartzlander, Finance Director	Contact Name and Contact Title : Kurt D. Swartzlander, Finance Director
	Mailing Address : 1065 Ridgewood Ave	Physical Address : 1065 Ridgewood Ave
	City, State, Zip : Holly Hill, FL 32117	Phone Number : 386-248-9426 / Fax Number : 386-248-9458

Instructions on page 3

CERTIFICATION OF TAXABLE VALUE INSTRUCTIONS

"Principal Authority" is a county, municipality, or independent special district (including water management districts).

"Taxing Authority" is the entity levying the millage. This includes the principal authority, any special district dependent to the principal authority, any county municipal service taxing unit (MSTU), and water management district basins.

Each taxing authority must submit to their property appraiser a DR-420 and the following forms, as applicable:

· DR-420TIF, Tax Increment Adjustment Worksheet
· DR-420DEBT, Certification of Voted Debt Millage
· DR-420MM-P, Maximum Millage Levy Calculation - Preliminary Disclosure

Section I: Property Appraiser

Use this DR-420 form for all taxing authorities except school districts. Complete Section I, Lines 1 through 9, for each county, municipality, independent special district, dependent special district, MSTU, and multicounty taxing authority. Enter only taxable values that apply to the taxing authority indicated. Use a separate form for the principal authority and each dependent district, MSTU and water management district basin.

Line 8

Complete a DR-420TIF for each taxing authority making payments to a redevelopment trust fund under Section 163.387 (2)(a), Florida Statutes or by an ordinance, resolution or agreement to fund a project or to finance essential infrastructure.

Check "Yes" if the taxing authority makes payments to a redevelopment trust fund. Enter the number of DR-420TIF forms attached for the taxing authority on Line 8. Enter 0 if none.

Line 9

Complete a DR-420DEBT for each taxing authority levying either a voted debt service millage (s.12, Article VII, State Constitution) or a levy voted for two years or less (s. 9(b), Article VII, State Constitution).

Check "Yes" if the taxing authority levies either a voted debt service millage or a levy voted for 2 years or less (s. 9(b), Article VII, State Constitution). These levies do not include levies approved by a voter referendum not required by the State Constitution. Complete and attach DR-420DEBT. Do not complete a separate DR-420 for these levies.

Send a copy to each taxing authority and keep a copy. When the taxing authority returns the DR-420 and the accompanying forms, immediately send the original to:

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315-3000

Section II: Taxing Authority

Complete Section II. Keep one copy, return the original and one copy to your property appraiser with the applicable DR-420TIF, DR-420DEBT, and DR-420MM-P within 35 day of certification. Send one copy to the tax collector. "Depend special district" (ss. 200.001(8)(d) and 189.403(2), F.S.) means a special district that meets at least one of the following criteria:

- The membership of its governing body is identical to that the governing body of a single county or a single municipality.
- All members of its governing body are appointed by the governing body of a single county or a single municipality.
- During their unexpired terms, members of the special district's governing body are subject to removal at will the governing body of a single county or a single municipality.
- The district has a budget that requires approval through affirmative vote or can be vetoed by the governing boc of a single county or a single municipality.

"Independent special district" (ss. 200.001(8)(e) and 189.40 (3), F.S.) means a special district that is not a depende special district as defined above. A district that includes mor than one county is an independent special district unless the district lies wholly within the boundaries of a single municipality.

"Non-voted millage" is any millage not defined as a "voted millage" in s. 200.001(8)(f), F.S.

Lines 12 and 14

Adjust the calculation of the rolled-back rate for tax increme values and payment amounts. See the instructions for DR-420TIF. On Lines 12 and 14, carry forward values from the DR-420TIF forms.

Line 24

Include only those levies derived from millage rates.

FLORIDA DEPARTMENT OF REVENUE

DR-420MM-P
R. 5/12
Rule 12D-16.
Florida Administrative C
Effective 11

MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
For municipal governments, counties, and special districts

Year:	2017		County:	VOLUSIA	
Principal Authority : HOLLY HILL			Taxing Authority: HOLLY HILL OPERATING		
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☑ No		(1
	IF YES, STOP ***STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.***				
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	6.5426	per $1,000		(2
3.	Prior year maximum millage rate with a majority vote from ***2016*** Form DR-420MM, Line 13	10.1755	per $1,000		(3
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	6.8949	per $1,000		(4
	If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.				
	Adjust rolled-back rate based on prior year majority-vote maximum millage rate				
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	$	539,270,722		(5
6.	Prior year maximum ad valorem proceeds with majority vote ***(Line 3 multiplied by Line 5 divided by 1,000)***	$	5,487,349		(6
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	$	1,025,065		(7
8.	Adjusted prior year ad valorem proceeds with majority vote ***(Line 6 minus Line 7)***	$	4,462,284		(8
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	$	411,634,788		(9
10.	Adjusted current year rolled-back rate ***(Line 8 divided by Line 9, multiplied by 1,000)***	10.8404	per $1,000		(1
	Calculate maximum millage levy				
11.	Rolled-back rate to be used for maximum millage levy calculation ***(Enter Line 10 if adjusted or else enter Line 2)***	10.8404	per $1,000		(1
12.	Adjustment for change in per capita Florida personal income ***(See Line 12 Instructions)***		**1.0311**		(1
13.	Majority vote maximum millage rate allowed ***(Line 11 multiplied by Line 12)***	11.1775	per $1,000		(1
14.	Two-thirds vote maximum millage rate allowed ***(Multiply Line 13 by 1.10)***	12.2953	per $1,000		(1
15.	Current year proposed millage rate	6.8949	per $1,000		(1
16.	**Minimum vote required to levy proposed millage:** (Check one)				(1
☑	a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equ to the majority vote maximum rate. ***Enter Line 13 on Line 17.***				
☐	b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. ***Enter Line 15 on Line 17.***				
☐	c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. ***Enter Line 15 on Line 17.***				
☐	d. Referendum: The maximum millage rate is equal to the proposed rate. ***Enter Line 15 on Line 17.***				
17.	The selection on Line 16 allows a maximum millage rate of ***(Enter rate indicated by choice on Line 16)***	11.1775	per $1,000		(1
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	$	575,808,282		(1

Continued on page 2

Attachment: TRIM Forms (1735 : Proposed Millage Rate)

Taxing Authority :
HOLLY HILL OPERATING

R. 5/12
Page 2

19.	Current year proposed taxes ***(Line 15 multiplied by Line 18, divided by 1,000)***	$ 3,970,141	(1
20.	Total taxes levied at the maximum millage rate ***(Line 17 multiplied by Line 18, divided by 1,000)***	$ 6,436,097	(2
	DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP **STOP HERE. SIGN AND SUBMIT.**		
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage . ***(The sum of all Lines 19 from each district's Form DR-420MM-P)***	$ 0	(2
22.	Total current year proposed taxes ***(Line 19 plus Line 21)***	$ 3,970,141	(2
	Total Maximum Taxes		
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage ***(The sum of all Lines 20 from each district's Form DR-420MM-P)***	$ 0	(2
24.	Total taxes at maximum millage rate ***(Line 20 plus Line 23)***	$ 6,436,097	(2
	Total Maximum Versus Total Taxes Levied		
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☑ YES ☐ NO	(2

SIGN HERE	**Taxing Authority Certification**	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :	Date :	
	Title : Kurt Swartzlander, Finance Director	Contact Name and Contact Title : Kurt D. Swartzlander, Finance Director	
	Mailing Address : 1065 Ridgewood Ave	Physical Address : 1065 Ridgewood Ave	
	City, State, Zip : Holly Hill, FL 32117	Phone Number : 386-248-9426	Fax Number : 386-248-9458

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

Instructions on page 3

MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
INSTRUCTIONS

General Instructions

Each of the following taxing authorities must complete a DR-420MM-P.

- County
- Municipality
- Special district dependent to a county or municipality
- County MSTU
- Independent special district, including water management districts
- Water management district basin

Voting requirements for millages adopted by a two-thirds or a unanimous vote are based on the full membership of the governing body, not on the number of members present at the time of the vote.

This form calculates the maximum tax levy for 2017 allowed under s. 200.065(5), F.S. Counties and municipalities, including dependent special districts and MSTUs, which adopt a tax levy at the final hearing higher than allowed under s. 200.065, F.S., may be subject to the loss of their half-cent sales tax distribution.

DR-420MM-P shows the preliminary maximum millages and taxes levied based on your proposed adoption vote. Each taxing authority must complete, sign, and submit this form to their property appraiser with their completed DR-420, Certification of Taxable Value.

The vote at the final hearing and the resulting maximum may change. After the final hearing, each taxing authority will file a final Form DR-420MM, Maximum Millage Levy Calculation Final Disclosure, with Form DR-487, Certification of Compliance, with the Department of Revenue.

Specific tax year references in this form are updated each year by the Department.

Line Instructions

Lines 5-10

Only taxing authorities that levied a 2016 millage rate less than their maximum majority vote rate must complete the lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for 2016 had been adopted. If these lines are completed, ente the adjusted rate on Line 11.

Line 12

This line is entered by the Department of Revenue. The same adjustment factor is used statewide by all taxing authorities. It is based on the change in per capita Florida personal income (s. 200.001(8)(i), F.S.), which Florida Law requires the Office of Economic and Demographic Researc to report each year.

Lines 13 and 14

Millage rates are the maximum that could be levied with a majority or two-thirds vote of the full membership of the governing body. With a unanimous vote of the full membership (three-fourths vote of the full membership if the governing body has nine or more members) or a referendum, the maximum millage rate that can be levied the taxing authority's statutory or constitutional cap.

Line 16

Check the box for the minimum vote necessary at the final hearing to levy your adopted millage rate.

Line 17

Enter the millage rate indicated by the box checked in Lin 16. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vo maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. F a millage requiring more than a majority vote, the propose millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 throug 25 are accurate.

All TRIM forms for taxing authorities are available on our website at
http://floridarevenue.com/property/Pages/TRIM.aspx

FLORIDA Department of Revenue

Reset Form | Print Form

R. 6/10
Rule 12D-16.002
Florida Administrative C...
Effective 11...

TAX INCREMENT ADJUSTMENT WORKSHEET

Year : 2017	County : VOLUSIA
Principal Authority : HOLLY HILL	Taxing Authority : HOLLY HILL OPERATING
Community Redevelopment Area : Holly Hill	Base Year : 1995

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	$	258,310,780	(1
2.	Base year taxable value in the tax increment area	$	88,342,219	(2
3.	Current year tax increment value *(Line 1 minus Line 2)*	$	169,968,561	(3
4.	Prior year Final taxable value in the tax increment area	$	244,837,012	(4
5.	Prior year tax increment value *(Line 4 minus Line 2)*	$	156,494,793	(5

SIGN HERE	**Property Appraiser Certification**	I certify the taxable values above are correct to the best of my knowledge
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 6/26/2017 10:30 AM

SECTION II: COMPLETED BY TAXING AUTHORITY **Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.**

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:

6a.	Enter the proportion on which the payment is based.		95.00 %	(6
6b.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 6a)* ***If value is zero or less than zero, then enter zero on Line 6b***	$	161,470,133	(6
6c.	Amount of payment to redevelopment trust fund in prior year	$	1,025,065	(6

7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:

7a.	Amount of payment to redevelopment trust fund in prior year	$	0	(7
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000	per $1,000	(7
7c.	Taxes levied on prior year tax increment value *(Line 5 multiplied by Line 7b, divided by 1,000)*	$	0	(7
7d.	Prior year payment as proportion of taxes levied on increment value *(Line 7a divided by Line 7c, multiplied by 100)*		0.00 %	(7
7e.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 7d)* ***If value is zero or less than zero, then enter zero on Line 7e***	$	0	(7

S I G N H E R E	**Taxing Authority Certification**	**I certify the calculations, millages and rates are correct to the best of my knowledg...**	
	Signature of Chief Administrative Officer :	Date :	
	Title : Kurt Swartzlander, Finance Director	Contact Name and Contact Title : Kurt D. Swartzlander, Finance Director	
	Mailing Address : 1065 Ridgewood Ave	Physical Address : 1065 Ridgewood Ave	
	City, State, Zip : Holly Hill, FL 32117	Phone Number : 386-248-9426	Fax Number : 386-248-9458

Attachment: TRIM Forms (1735 : Proposed Millage Rate)

TAX INCREMENT ADJUSTMENT WORKSHEET INSTRUCTIONS

Property appraisers must complete and sign Section I of this worksheet and provide it with form DR-420, *Certification of Taxable Value*, to all taxing authorities who make payments to a redevelopment trust fund under:

- s. 163.387(2)(a), Florida Statutes, or
- An ordinance, resolution, or agreement to fund a project or to finance essential infrastructure.

"Tax increment value" is the cumulative increase in taxable value from the base year to the current year within the defined geographic area. It is used to determine the payment to a redevelopment trust fund under:

- s. 163.387(1), F.S. or
- An ordinance, resolution, or agreement to fund a project or finance essential infrastructure. In this case, the taxing authority must certify the boundaries and beginning date to the property appraiser.

"Dedicated increment value" is the portion of the tax increment value used to determine the payment to the redevelopment trust fund. (See s. 200.001(8)(h), F.S.) Calculate the dedicated increment value on this form and enter on either Line 6b or Line 7e.

"Specific proportion," used to determine whether to complete Line 6 or Line 7, refers to the calculation of the tax increment payment. Examples:

- Example 1.

  Section.163.387(1), F.S., states the payment made by the taxing authority should equal 95% of the millage levied times the tax increment value. The specific proportion in this case is 95%. The ordinance providing for the payment may set a percentage lower than 95%. In these cases, the lower percentage would be the specific proportion.
- Example 2.

  Some required tax increment payments are not directly related to the tax increment value. A constant dollar payment is a payment not based on a specific proportion of the tax increment value. Line 7 converts these payments into a proportion based on the prior year's payment and tax increment value to reach the current year's dedicated increment value.

Section I: Property Appraiser

A. Complete Section I of this form for each county, municipality, independent special district, dependent special district, and MSTU that:

- Has a tax increment value and
- Is not exempted from making payments to a community redevelopment trust fund based on tax increments (s. 163.387(2)(c), F.S.).

If a taxing authority has more than one tax increment value, they must complete a separate form for each ta increment value. Send a copy to each taxing authority with the DR-420 and keep a copy. When the taxing authority returns the completed forms, immediately se the original to:

Florida Department of Revenue
Property Tax Oversight Program - TRIM Sectic
P. O. Box 3000
Tallahassee, Florida 32315-3000

B. Enter only tax increment values that apply to the value located within the taxing authority indicated.

Section II: Taxing Authority

Complete Section II of the form, keep one copy, and return the original and one copy to your property appraiser with DR-420 within 35 days of certification. Send one copy to your tax collector.

Additional Instructions for Lines 6 and 7

Complete Line 6 if the payment into the redevelopmen trust fund is a specific proportion of the tax increment value.

Complete Line 7 if the payment is based on a calculati other than a specific proportion. Do not complete both Lines 6 and 7.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Resolution

MEETING DATE: **July 25, 2017**
FROM: **Kurt Swartzlander**
SUBJECT: **Resolution 2017-R-41 A Resolution of the City of Holly Hill, Florida, Setting the Proposed Stormwater Utility Fee at $7.00 Per Equivalent Residential Unit; Establishing the Equivalent Residential Unit for Non-Residential and Multi-Family Properties; Providing for Severability; Providing for Conflicting Resolutions; and Providing an Effective Date.**
NUMBER: **(ID # 1734)**
APPLICANT:
PLANNER:

DISCUSSION:

In April 2010, the City of Holly Hill adopted the special assessment method of collecting stormwater fees.

In order to follow the statutory process the City must adopt a rate annually by Resolution to provide to the property appraiser for collection purposes.

FISCAL ANALYSIS:

Staff is proposing to leave the stormwater assessment at $7.00/month or $84.00 Annually. This will be the same rate as the previous year. Residential Properties will be assessed $84 annually. Commercial properties will vary based on the Equivalent Residential Unit calculation performed for each parcel.

STAFF RECOMMENDATION:

Approve an assessment of $7.00/mth/ERU

COMMISSION GOAL:

Goal #1: Develop and maintain a sound and sustainable financial plan for the city that establishes sufficient reserves for all funds, ensures (whenever possible) that user fees pay for services rendered, provides a realistic capital improvement program, and encourages public/private sector partnerships and intergovernmental partnerships.

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

MOTION:

APPROVE RESOLUTION 2017-R-41, SETTING THE PROPOSED STORMWATER RATE FOR COLLECTION THROUGH THE SPECIAL ASSESSMENT PROCESS.

Resolution No. (ID # 1734)

RESOLUTION 2017-R-41 A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, SETTING THE PROPOSED STORMWATER UTILITY FEE AT $7.00 PER EQUIVALENT RESIDENTIAL UNIT; ESTABLISHING THE EQUIVALENT RESIDENTIAL UNIT FOR NON-RESIDENTIAL AND MULTI-FAMILY PROPERTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

RESOLUTION 2017-R-41

A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, SETTING THE PROPOSED STORMWATER UTILITY FEE AT $7.00 PER EQUIVALENT RESIDENTIAL UNIT; ESTABLISHING THE EQUIVALENT RESIDENTIAL UNIT FOR NON-RESIDENTIAL AND MULTI-FAMILY PROPERTIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission has determined, due to the amount of stormwater maintenance required to preserve retention areas and canals in good condition, that it is in the best interest of the City of Holly Hill to set the stormwater utility fee at $7.00 per equivalent residential unit (ERU) per month or $84.00 per equivalent residential unit (ERU) per year; and

WHEREAS, for non-residential and multi-family properties, the City Commission has determined, based on the recommendation of the City Engineer, that the single-family equivalent unit should be 2,050 square feet.

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

SECTION 1. The proposed stormwater utility fee is hereby set at $7.00 per equivalent residential unit (ERU) per month or $84.00 per equivalent residential unit (ERU) per year.

SECTION 2. For non-residential and multi-family properties the single-family equivalent unit shall be 2,050 square feet.

SECTION 3. A Public Hearing will be held on September 11, 2017

to set the Final Rate.

SECTION 4. If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 5. That all resolutions made in conflict with this Resolution are hereby repealed.

SECTION 6. That this Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 25th day of JULY, 2017.

STAFF REPORT
CITY OF HOLLY HILL, FLORIDA

City Commission
Agenda Item

MEETING DATE:	**July 25, 2017**
FROM:	**Joseph Forte**
SUBJECT:	**Solid Waste Update**
NUMBER:	**(ID # 1738)**
APPLICANT:	
PLANNER:	

DISCUSSION:

The City Manager will update the City Commission on the expiration of the Solid Waste Contract and request consensus on plans to move forward.

FISCAL ANALYSIS:

STAFF RECOMMENDATION:

COMMISSION GOAL:

MOTION:

Seeking consensus