HOLLY HILL
FLORIDA

City Commission
Minutes • July 28, 2026

City Commission Chamber	Regular City Commission	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

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

Invocation was led by Mayor John Penny
Pledge of Allegiance was led by Mayor John Penny

2. Presentations

1. Elected Officials Roundtable Stormwater Mitigation and Flooding Subcommittee

   (Requested by Joe Forte, City Manager)

   A video was presented by the Subcommittee. Following the video, a PowerPoint presentation was presented by Josef Grusauskus, Public Works Director. Mr. Grusauskas explained plans and projects the City has and will do to help mitigate the effects and problems related to stormwater.

3. Public Comments

The following individuals came forward to speak to the Mayor and City Commission:

Kimberly Dibble, Holly Hill.
Sharon Miller, Holly Hill.
Twila Wilson, Holly Hill.
Jill Bodine, Holly Hill.
Mike Cerbo, Holly Hill.

Mayor Penny addressed the comments after everyone spoke.

4. Approval of Minutes

1. Minutes - July 14, 2026 Regular City Commission Meeting

(Requested by Jonathan Jacob, City Clerk)

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Debra Snow
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

2. Minutes - July 14, 2026 - Budget Worshop

   (Requested by Jonathan Jacob, City Clerk)

   Mayor Penny mentioned that there was discussion after the budget meeting that was not included in the original minutes posted. Copies were given to the Commission with the updated minutes. This was rectified the afternoon before the Commission meeting with the discussion added to the minutes and posted to the City website.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Debra Snow
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

5. Consent Agenda

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

1. 2026-R-45 - Budget Amendment - Capital Purchases

   (Requested by Michele Moore, Finance Director)

   RESOLUTION 2026-R-45
   A Resolution of the City Commission of the City of Holly Hill, Florida, Approving A BUDGET AMENDMENT to reallocate $366,681.47 in funding from the water and sewer enterprise fund to the stormwater fund AND Authorizing the City Manager to Execute the Same; and Providing for Severability; and Providing for an Effective Date.
   WHEREAS, the City Commission approved the purchase of a used tractor through resolution 2026-R-28, the purchase of a loader/trailer through resolution 2026-R-33 and an excavator through resolution 2026-R-35; and
   WHEREAS, these purchases were budgeted within the Water & Sewer Enterprise Fund capital equipment account; and
   WHEREAS, it has been determined that this equipment will primarily support the City's stormwater operations; and
   WHEREAS, a budget amendment is required to reallocate funds accordingly.
   NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, Florida:
   <u>**SECTION 1**</u>**.** That the Commission of the City of Holly Hill approve a budget amendment reallocating existing budget authority by transferring the carryforward appropriation from Water & Sewer account 407-0000-389-1000 to Stormwater account 460-0000-389-1000, and the capital equipment appropriation from account 407-8110-580-6400 to account 460-8110-580-6400 for the purchase of this

equipment.
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 28th day of JULY, 2026.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Jeffrey DeLanoy
Seconder:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

6. Regular Agenda

1. 2026-R-46 - FEC Crossing Maintenance 10th Street and 2nd Street

(Requested by Michele Moore, Finance Director)

RESOLUTION 2026-R-46
A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING A BUDGET AMENDMENT IN THE AMOUNT OF $396,707.26 FROM GENERAL FUND CARRYFORWARD RESERVES TO GENERAL LEDGER ACCOUNT 001-4141-541-4910 FOR RAILROAD GRADE CROSSING MAINTENANCE AT 10TH STREET AND 2ND STREET; AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.
WHEREAS, the City has active agreements with Florida East Coast Railway, LLC (FEC) that require the City to fund the maintenance of railroad grade crossings associated with public road crossings; and
WHEREAS, FEC notified the City that grade crossing maintenance at Walker Street and 8th Street, originally anticipated for Fiscal Year 2024/2025, was delayed and ultimately completed and paid during Fiscal Year 2025/2026; and
WHEREAS, FEC has scheduled additional grade crossing maintenance at 10th Street and 2nd Street to begin in July 2026 during Fiscal Year 2025/2026, and declined the City's request to postpone the work until the following fiscal year; and
WHEREAS, as a result, the City is required to fund four railroad grade crossing maintenance projects during Fiscal Year 2025/2026, although only two projects had been anticipated when the current fiscal year budget was adopted; and
WHEREAS, the City Commission finds it necessary and appropriate to amend the Fiscal Year 2025/2026 budget by appropriating $396,707.26 from General Fund carryforward reserves to General Ledger Account 001-4141-541-4910 to fund the required grade crossing maintenance at 10th Street and 2nd Street.
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:
SECTION 1. The City Commission hereby approves a budget amendment in the amount of $396,707.26 from General Fund carryforward reserves to General Ledger Account 001-4141-541-4910 to fund railroad grade crossing maintenance at 10th Street and 2nd Street and authorizes the City Manager to execute all documents necessary to implement this Resolution.
SECTION 2. SEVERABILITY. If any section or portion of this Resolution is determined to be invalid, unlawful, or unconstitutional, such determination shall not

affect the validity or enforceability of the remaining provisions of this Resolution.
SECTION 3. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.
APPROVED AND AUTHENTICATED on this 28th day of JULY, 2026.

Mayor Penny opened public participation. No one spoke.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Jeffrey DeLanoy
Seconder:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

2. 2026-R-47 - Adopt a Maximum Proposed Millage Rate for the Fiscal Year Beginning 10/01/2026

(Requested by Michele Moore, Finance Director)

RESOLUTION 2026-R-47
A RESOLUTION OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING A MAXIMUM PROPOSED MILLAGE RATE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026; PROVIDING FOR PUBLIC HEARINGS ON THE MILLAGE RATE AND BUDGET; PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING AN EFFECTIVE DATE.
WHEREAS, the City Commission of the City of Holly Hill, Florida is required by Section 200.011, Florida Statutes to certify to the County Property Appraiser the general municipal millage rate proposed by the City Commission for the tax year beginning October 1, 2026; and
WHEREAS, pursuant to Florida’s Truth in Millage requirements, the City Commission must hold public hearings concerning the proposed millage rate and budget.
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:
SECTION 1. The maximum proposed millage rate for the City of Holly Hill for the fiscal year beginning October 1, 2026, is hereby established at 5.8000 mills, or $5.8000 per $1,000 of taxable value. The proposed millage rate is 2.48% greater than the rolled-back rate of 5.6599 mills.
SECTION 2. The City Commission hereby sets the first public hearing on the proposed millage rate and tentative budget for 6:00 p.m. on Wednesday, September 9, 2026, in the Commission Chambers, 1065 Ridgewood Avenue, Holly Hill, Florida.
SECTION 3. The City Commission hereby sets the final public hearing on the millage rate and budget for 6:00 p.m. on Monday, September 21, 2026, in the Commission Chambers, 1065 Ridgewood Avenue, Holly Hill, Florida.
SECTION 4. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.
SECTION 5. This Resolution shall become effective immediately upon its adoption.
APPROVED AND AUTHENTICATED on this 28th of July, 2026.

Joseph Forte, City Manager, showed a PowerPoint slide with recent history of the Millage rate.

Mayor Penny opened public participation. No one spoke.

City Commissioner Debra Snow made a motion to approve and stated the Millage Rate of 5.8000.

Mayor Penny commented that the City of Holly Hill would be unfairly punished for being fiscally responsible if amendment 3 passes because all cities are viewed equally under the amendment. Mayor Penny stated the City of Holly Hill would lose 900,000 next year and 1.3 million the following year if the amendment passes. Mayor Penny further stated that current Ad Valorem taxes do not cover the combined Police and Fire budget.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Debra Snow
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

3. Agreement For Services Between Halifax Humane Society, Inc. And City Of Holly Hill

(Requested by Brian Walker, City Planner)

Joseph Forte, City Manager, explained that this was a contract renewal with Halifax Humane Society to continue their services with the City.

Mayor Penny opened public participation. No one spoke.

Commissioner DeLanoy inquired how much we currently pay for the services. Joseph Forte stated the City has budgeted 70,000 for the fiscal year.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Debra Snow
Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

4. Proposed Second Amendment To Interlocal Agreement For Supplemental Operational Assistance And Voluntary Cooperation For Animal Control Services

(Requested by Brian Walker, City Planner)

Brian Walker, Assistant City Manager, explained the Second Amendment agreement for animal control services. Brian Walker stated this allows Volusia County to charge for animal services when the City is unavailable to do so, and vice versa.

Mayor Penny opened public participation.

Kimberly Dibble, Holly Hill

Mayor Penny closed public participation.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Debra Snow

Seconder:	City Commissioner Jeffrey DeLanoy
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

5. 403 Ridgewood Ave (Happy Time Motel) Nuisance Hearing

(Requested by Brian Walker, City Planner)

Brian Walker, Assistant City Manager, explained the history of the blighted property. Mr. Walker stated the owner has not addressed the issues in a timely manner. Mr. Walker said the City should demolish the buildings if no progress is made with the owner in a short time.

Mayor Penny opened public participation.

Matt Tomasello, Holly Hill.

Mayor Penny closed public participation.

Jeffrey DeLanoy made a motion to approve the demolition to begin the date of August 11th.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Jeffrey DeLanoy
Seconder:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

7. Public Hearings

1. SECOND READING - Ordinance 3092 - Proposed Large-Scale Evaluation and Appraisal Report (EAR) - Based 2050 Comprehensive Plan Amendment

(Requested by Brian Walker, City Planner)

ORDINANCE 3092
AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, ADOPTING THE 2050 COMPREHENSIVE PLAN UPDATE; AMENDING THE CITY OF HOLLY HILL COMPREHENSIVE PLAN PURSUANT TO CHAPTER 163, PART II, FLORIDA STATUTES; ADOPTING AMENDMENTS TO ELEMENTS OF THE CITY OF HOLLY HILL COMPREHENSIVE PLAN, INCLUDING ASSOCIATED GOALS, OBJECTIVES, POLICIES, MAPS, FIGURES, AND RELATED SUPPORTING MATERIALS; PROVIDING FOR TRANSMITTAL OF THE ADOPTED PLAN TO THE FLORIDA DEPARTMENT OF COMMERCE AND OTHER REVIEWING AGENCIES; PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.
WHEREAS, Sections 163.3161 through 163.3217, Florida Statutes, known as the Community Planning Act, require each local government to adopt and maintain a Comprehensive Plan to guide future growth, redevelopment, and conservation within its jurisdiction; and
WHEREAS, the City of Holly Hill has completed a comprehensive evaluation of its Comprehensive Plan to ensure that it continues to meet the needs of the community

and remains consistent with applicable provisions of Chapter 163, Part II, Florida Statutes, and other applicable state laws; and

WHEREAS, the Comprehensive Plan Update provides revised goals, objectives, policies, maps, and supporting data intended to guide the City's future growth through the planning horizon year 2050 while promoting orderly development, economic vitality, environmental stewardship, fiscal responsibility, and the protection of the public health, safety, and welfare; and

WHEREAS, the City prepared the Comprehensive Plan Update in accordance with the requirements of Chapter 163, Part II, Florida Statutes; and

WHEREAS, the City's Board of Planning and Appeals, serving as the Local Planning Agency, conducted a duly noticed public hearing on April 6, 2026, and unanimously recommended approval of the proposed Comprehensive Plan Update; and

WHEREAS, on April 14, 2026, the City Commission conducted a public hearing and approved transmittal of the proposed Comprehensive Plan Update to the Florida Department of Commerce and all applicable reviewing agencies for review pursuant to Section 163.3184, Florida Statutes; and

WHEREAS, the Florida Department of Commerce issued its Notice of Intent identifying no objections, recommendations, or comments requiring amendment, and the City has incorporated any revisions deemed appropriate; and

WHEREAS, the City Commission has conducted duly noticed public hearings in accordance with the requirements of Chapter 163, Florida Statutes, and has determined that adoption of the Comprehensive Plan Update is in the best interests of the citizens of the City of Holly Hill.

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

SECTION 1. RECITALS.

The foregoing recitals are true and correct and are incorporated herein by this reference as legislative findings of the City Commission.

SECTION 2. ADOPTION OF THE 2050 COMPREHENSIVE PLAN UPDATE.

The City Commission hereby adopts the 2050 Comprehensive Plan Update, including all revised elements, maps, figures, data and analysis, and all documents incorporated therein by reference.

The Comprehensive Plan, as amended hereby, shall constitute the official Comprehensive Plan of the City of Holly Hill and shall govern future growth and development in accordance with Chapter 163, Part II, Florida Statutes.

SECTION 3. FINDINGS OF CONSISTENCY.

The City Commission hereby finds that the adopted Comprehensive Plan:

A. Is internally consistent;

B. Is consistent with Chapter 163, Part II, Florida Statutes;

C. Furthers the purposes of the Community Planning Act;

D. Promotes the public health, safety, welfare, and quality of life of the residents of the City of Holly Hill.

SECTION 4. TRANSMITTAL.

The City Manager, or designee, is authorized to submit the adopted Comprehensive Plan amendment package and all documents required by Section 163.3184, Florida Statutes.

SECTION 5. CONFLICTS.

All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 6. SEVERABILITY.

If any section, subsection, sentence, clause, phrase, or provision of this Ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 7. CODIFICATION.

The amendments adopted by this Ordinance shall become part of the City of Holly Hill Comprehensive Plan. The City Manager, or designee, is authorized to make such editorial and formatting changes as are necessary to properly incorporate the amendments into the Comprehensive Plan, provided that no substantive changes are made.

SECTION 8. EFFECTIVE DATE.

This Ordinance shall become effective thirty-one (31) days after adoption, unless timely challenged pursuant to Section 163.3184, Florida Statutes.

APPROVED AND AUTHENTICATED on this 28th of JULY 2026 for second and final reading.

Mayor Penny opened public participation. No one spoke.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Debra Snow
Seconder:	City Commissioner Jeffrey Delanoy
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

2. SECOND READING - Ordinance 3100 - First Major Amendment RPUD - Fox Pointe

(Requested Joshua Steele, Senior Planner)

Ordinance 3100

AN ORDINANCE OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE FIRST AMENDMENT TO FOX POINT (AKA FOX POINTE) MULTIFAMILY PLANNED UNIT DEVELOPMENT AGREEMENT TO ADD A DWELLING UNIT AND AN ACCESSORY STRUCTURE; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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

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

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

WHEREAS, the Owner of Fox Pointe Multifamily Planned Unit Development (PUD) has proposed a First Amendment to add one dwelling unit and an accessory utility structure.

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

SECTION 1. The City Commission of the City of Holly Hill hereby approves the First Amendment to Fox Pointe Multifamily Planned Unit Development (PUD) a true and correct copy attached hereto as Attachment A, and the attached associated preliminary plan.

SECTION 2. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any Court, such portion or application shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions or application hereof.

SECTION 3. That all ordinances made in conflict with this Ordinance are hereby repealed.

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

SECTION 5. That this Ordinance shall be posted at City Hall as required by law.
APPROVED AND AUTHENTICATED on this 28th day of JULY, 2026 for second and final reading.

Mayor Penny opened public participation. No one spoke.

Motion to Approve	
Result:	**Passed [UNANIMOUS]**
Mover:	City Commissioner Jeffrey DeLanoy
Seconder:	City Commissioner Debra Snow
Ayes:	John Penny, Debra Snow, Jeffrey DeLanoy
Nays:	None

8. Communications

A. Joseph Forte, City Manager, mentioned that the next meeting would be the last one he would be sitting up there as City Manager.

B. Mayor Penny mentioned the new stop sign on Alabama Ave and the different opinions on the matter. Discussion was had between Joseph Forte and the Commission on potential options to address the complaints and feedback with the stop sign. Mayor Penny mentioned a comment he received, stating that the citizen was thankful that a camera had been added to State Avenue, making it safe to walk again. Byron Williams, Chief of Police, mentioned this was due to an ongoing investigation. If it is deemed that there is a need in the area for the cameras, he would look into a more permanent solution for cameras in the area. Mayor Penny requested that if an event happens, the Commission be notified via email so they can be informed, and not surprised when citizens inquire into these breaking news matters.

9. Adjournment

There being no further discussion, the meeting was adjourned at approximately 7:28 PM.