City Commission
Minutes • August 11, 2026

City Commission Chambers	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

The meeting was called to order at 6:01 PM.

Present:
Mayor John Penny
City Commissioner Debra Snow
City Commissioner Penny Currie, Vice Mayor
Absent:
City Commissioner Jeffrey DeLanoy arrived at approximately 6:10 PM

Invocation was led by Pastor Chuck Mckewon

Pledge of Allegiance was led by Mayor John Penny

2. Presentations

1. Team Volusia Economic Development Corporation — Presentation by Keith Norden

   (Requested by Becki Leggett, Economic Development Manager)

   Keith Norden, President and CEO of Team Volusia Economic Development Corporation, presented a PowerPoint presentation.
   Commissioner DeLanoy mentioned that you don't realize how much has been done by the organization until it has been brought to one's attention.
   Commissioner Snow asked if they could bring it down to Holly Hill, and what projects had been done in Holly Hill.

3. Public Comments

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

Kristina Bolin, Holly Hill
Danielle LaTona, Holly Hill
Dawn Bolin, Holly Hill
John Raferd, Holly Hill

4. Approval of Minutes

1. Minutes - July 28, 2026 - Regular Commission Meeting

   (Requested by Jonathan Jacob, City Clerk)

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

2. Minutes - July 28th, 2026 - Budget Workshop - General Fund

   (Requested by Jonathan Jacob, City Clerk)

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

5. Consent Agenda

1. 2026-2027 Holiday Calendar

   (Requested by Jonathan Jacob, City Clerk)

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

2. Restated Agreement to the property now owned by Valley National Bank located at 1451 North Nova Road

   (Requested by Joseph Forte, City Manager)

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

3. 2026-R-48 - Recognition of Insurance Claim Reimbursement Revenue

   (Requested by Michele Moore, Finance Director)

   RESOLUTION 2026-R-48

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, AMENDING THE FISCAL YEAR 2025-2026 BUDGET TO RECOGNIZE INSURANCE CLAIM REIMBURSEMENT REVENUE AND APPROPRIATE SUCH REVENUE TO THE APPROPRIATE FLEET DEPARTMENT EXPENDITURE ACCOUNTS FOR FLEET REPAIRS AND OPERATING SUPPLY; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City has received insurance claim reimbursements totaling $50,533.22 during Fiscal Year 2025-2026 that were not included in the adopted budget;

WHEREAS, it is necessary to amend the Fiscal Year 2025-2026 Budget to recognize the receipt of the insurance reimbursement revenue and establish the corresponding expenditure appropriations within the Fleet Department budget; and

WHEREAS, approval of this budget amendment will ensure the City's budget accurately reflects the receipt of insurance reimbursement revenue and the related expenditure authority.

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

SECTION 1. Budget Amendment Approved. The City Commission hereby approves the budget amendment as set forth in Attachment A, with the supporting detail contained in Attachment B, recognizing insurance claim reimbursement revenue in the amount of $50,533.22 and appropriating those funds to the applicable Fleet and Operating expenditure accounts.

SECTION 2. Implementation. The City Manager, Finance Director, and other appropriate City officials are authorized to take all actions necessary to implement the provisions of this Resolution.

SECTION 3. Conflicts. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase, or provision of this Resolution is held invalid or unconstitutional by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions of this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution shall take effect August 11, 2026.

APPROVED AND AUTHENTICATED on this 11th day of AUGUST 2026.

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

6. Regular Agenda

1. 2026-R-49 - Sewer Grant for the City's Supplemental Appropriation for Hurricanes Helene and Milton

(Requested by Josef Grusauskas, Public Works Director)

RESOLUTION 2026-R-49

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE LOAN AGREEMENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities and wastewater conveyance systems; and

WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the Clean Water State Revolving Fund (CWSRF) loan priority list designates Project No. 641OD (Holly Hill I&I and BTU Resilience) as eligible for available funding from the Supplemental Appropriation for Hurricanes Helene and Milton and the Hawaii's Wildfires (SA-HMW); and

WHEREAS, the City of Holly Hill, Florida intends to enter into a loan agreement with the Department of Environmental Protection under the Clean Water State Revolving Fund for project financing.

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

SECTION 1. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION 2. The City Commission approves loan agreement WW6410D0 from the FDEP's CWSRF SA-HMW in the amount of $19,166,503 to finance the Holly Hill Infiltration & Inflow (I&I) and Biological Treatment Unit (BTU) Resilience project.

SECTION 3. This loan will be one hundred percent principal forgiveness. There will be no revenues pledged for the repayment of this loan.

SECTION 4. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION 5. The mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The mayor is authorized to represent the city in carrying out the City's responsibilities under the loan agreement. The mayor is authorized to delegate responsibility to appropriate City staff to cany out technical, financial, and administrative activities associated with the loan agreement.

SECTION 6. The legal authority for borrowings to construct this Project is Section 166.111, Florida Statutes and Section 403.8532, Florida Statutes.

SECTION 7. All Resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 8. 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 9. This Resolution shall become effective immediately upon its adoption.

APPROVED AND AUTHENTICATED on this 11th day of AUGUST 2026.

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

2. 2026-R-50 - Water Grant for the City's Supplemental Appropriation for Hurricanes Helene and Milton

(Requested by Josef Grusauskas, Public Works Director)

RESOLUTION 2026-R-50

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA, APPROVING THE LOAN AGREEMENT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE SAME; PROVIDING FOR CONFLICTS, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide for loans to local government agencies to finance the construction of wastewater treatment facilities and wastewater conveyance systems; and
WHEREAS, Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and
WHEREAS, the Clean Water State Revolving Fund (CWSRF) loan priority list designates Project No. 641OD (Holly Hill water main improvements) as eligible for available funding from the Supplemental Appropriation for Hurricanes Helene and Milton and the Hawaii's Wildfires (SA-HMW); and
WHEREAS, the City of Holly Hill, Florida has received the no pay-back loan agreement with the Department of Environmental Protection under the Clean Water State Revolving Fund for project financing DW6410C0.
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLY HILL, FLORIDA:
SECTION 1. The foregoing findings are incorporated herein by reference and made a part hereof.
SECTION 2. The City Commission approves loan agreement DW6410C0 from the FDEP's CWSRF SA-HMW in the amount of $2,856,873 to finance the Holly Hill State Street Water Main replacement project.
SECTION 3. This loan will be one hundred percent principal forgiveness. There will be no revenues pledged for the repayment of this loan.
SECTION 4. The City Manager is hereby designated as the authorized representative to provide the assurances and commitments required by the loan agreement.
SECTION 5. The mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The mayor is authorized to represent the city in carrying out the City's responsibilities under the loan agreement. The mayor is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.
SECTION 6. The legal authority for borrowings to construct this Project is Section 166.111, Florida Statutes and Section 403.8532, Florida Statutes.
SECTION 7. All resolutions or part of resolutions in conflict with any of the provisions of this resolution are hereby repealed.
SECTION 8. 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 9. This Resolution shall become effective immediately upon its adoption.
APPROVED AND AUTHENTICATED on this 11th day of AUGUST 2026.

Commissioner DeLanoy reminded the audience that they receive the agendas well before the Commission meetings to review which is why they go through the items so quickly.

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

7. Public Hearings

8. Communications

1. Proclamation - Joseph Forte's - Retirement - 36 Years of Public Service to the City of Holly Hill

   Mayor Penny read and presented a Proclamation honoring City Manager Joseph "Joe," Forte's 36 years of Public Service. The following individuals spoke about the impact that Mr. Forte has had on their lives.

   Ken Parker presented Mr. Forte with a lifetime membership to ICMA.
   Mayor Penny presented Mr. Forte with a plaque from the City of Holly Hill.
   City Commissioner Debra Snow
   City Commissioner Penny Curry
   City Commissioner Jeffrey DeLanoy
   City Attorney Scott Simpson
   Mayor John Penny
   Dora Forte - Joe's wife
   Brittany — Joe's daughter
   Ashley — Joe's daughter
   Gilles Blais - Former Commissioner
   John Daniel, Ormond Beach, Owner of Sorrentos
   Assistant City Manager Brian Walker
   Rick Derkins, Holly Hill
   Claudia Penny, Holly Hill
   Becki Leggett, Economic Development Manager
   Tina Lynch, Holly Hill
   Jim Cameron
   Jeaneen Witt, HR Manager
   Donna Dungee, Planning and Zoning
   Valerie Manning, Police Office Manager
   Roland Via, former Mayor
   Phil Wahby, Holly Hill
   Chris Via, former Mayor

   Joe Forte spoke of his life and times in 36 years of public service.

9. Adjournment

There being no further discussion, the meeting was adjourned at approximately 8:20 PM.