





# MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE

For municipal governments, counties, and special districts

DR-420MM-P  
R. **5/12**  
Rule 12D-16.002  
F.A.C. Florida  
Administrative Code  
Effective **11/12**  
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Year:		County:		
Principal Authority <b>Name:</b>		Taxing Authority <b>Name:</b>		
1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	(1)
<b>IF YES,</b>  <b>STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.</b>				
2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	per \$1,000		(2)
3.	Prior year maximum millage rate with a majority vote from <b>prior year 2011</b> Form DR-420MM, Line 13	per \$1,000		(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	per \$1,000		(4)
<b>If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.</b>				
<b>Adjust rolled-back rate based on prior year majority-vote maximum millage rate</b>				
5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	\$		(5)
6.	Prior year maximum ad valorem proceeds with majority vote (Line 3 multiplied by Line 5 divided by 1,000)	\$		(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	\$		(7)
8.	Adjusted prior year ad valorem proceeds with majority vote (Line 6 minus Line 7)	\$		(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	\$		(9)
10.	Adjusted current year rolled-back rate (Line 8 divided by Line 9, multiplied by 1,000)	per \$1,000		(10)
<b>Calculate maximum millage levy</b>				
11.	Rolled-back rate to be used for maximum millage levy calculation (Enter Line 10 if adjusted or else enter Line 2)	per \$1,000		(11)
12.	Adjustment for change in per capita Florida personal income (See Line 12 Instructions)			(12)
13.	Majority vote maximum millage rate allowed (Line 11 multiplied by Line 12)	per \$1,000		(13)
14.	Two-thirds vote maximum millage rate allowed (Multiply Line 13 by 1.10)	per \$1,000		(14)
15.	Current year proposed millage rate (See page 3 for Instructions)	per \$1,000		(15)
16.	<b>Minimum vote required to levy proposed millage:</b> (Check one)			(16)
<input type="checkbox"/>	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 equal to the majority vote maximum rate. <b>Enter Line 13 on Line 17.</b>			
<input type="checkbox"/>	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. <b>Enter Line 15 on Line 17.</b>			
<input type="checkbox"/>	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. <b>Enter Line 15 on Line 17.</b>			
<input type="checkbox"/>	d. Referendum: The maximum millage rate is equal to the proposed rate. <b>Enter Line 15 on Line 17.</b>			
17.	The selection on Line 16 allows a maximum millage rate of (Enter rate indicated by choice on Line 16)	per \$1,000		(17)

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18.	Current year gross taxable value from Current Year Form DR-420, Line 4	\$	(18)
Taxing Authority <b>Name:</b>			DR-420MM-P R. <b>5/12</b> Page 2 of 3
19.	Current year proposed taxes <i>(Line 15 multiplied by Line 18, divided by 1,000)</i>	\$	(19)
20.	Total taxes levied at the maximum millage rate <i>(Line 17 multiplied by Line 18, divided by 1,000)</i>	\$	(20)
<b>DEPENDENT SPECIAL DISTRICTS AND MUNICIPAL SERVICE TAXING UNITS (MSTUs)</b>			<b>STOP HERE. SIGN AND SUBMIT.</b>
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. <i>(The sum of all Lines 19 from each district's Form DR-420MM-P)</i>	\$	(21)
22.	Total current year proposed taxes <i>(Line 19 plus Line 21)</i>	\$	(22)
<b>Total Maximum Taxes</b>			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage <i>(The sum of all Lines 20 from each district's Form DR-420MM-P)</i>	\$	(23)
24.	Total taxes at maximum millage rate <i>(Line 20 plus line 23)</i>	\$	(24)
<b>Total Maximum Versus Total Taxes Levied</b>			
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)	<input type="checkbox"/> YES <input type="checkbox"/> NO	(25)
<b>S I G N  H E R E</b>	<b>Taxing Authority Certification</b>	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:	Contact Name and Contact Title:	
	Mailing Address:	Physical Address:	
	City, State, Zip:	Phone Number:	Fax Number:

**Complete, certify and submit this Form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with a completed the Form DR-420, Certification of Taxable Value.** Submit the forms electronically through the Department's Oversight and Assistance System (OASYS) electronic portal using the Truth in Millage (eTRIM) application at <https://eportal.oasys.floridarevenue.com/>.

All TRIM forms for taxing authorities are available on our website at: <http://dor.myflorida.com/dor/property/trim/trimmax.html>

# MAXIMUM MILLAGE LEVY CALCULATION PRELIMINARY DISCLOSURE INSTRUCTIONS

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## 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 provides for the calculation of calculates the maximum tax levy for the current year 2012 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.

Form DR-420MM-P shows the preliminary maximum millages and taxes levied based on the year proposed adoption vote. Each taxing authority must complete, sign, and submit this DR-420MM-P and DR-420, Certification of Taxable Value form to the 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 must 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 prior year 2011 millage rate less than their maximum majority vote rate must complete these lines. The adjusted rolled-back rate on Line 10 is the rate that would have been levied if the maximum vote rate for the prior year 2011 had been adopted. If these lines are completed, enter 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 Research 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 is the taxing authority's statutory or constitutional cap.

### Line 15

Rate cannot exceed the statutory rate of the principal taxing authority.

### 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 Line 16. If the proposed millage rate is equal to or less than the majority vote maximum millage rate, enter the majority vote maximum. If a two-thirds vote, a unanimous vote, or a referendum is required, enter the proposed millage rate. For a millage requiring more than a majority vote, the proposed millage rate must be entered on Line 17, rather than the maximum rate, so that the comparisons on Lines 21 through 25 are accurate.

### References

This form mentions the following documents, which are incorporated by reference in Rule 12D-16.002, Florida Administrative Code. The forms are available at [floridarevenue.com/property/forms](http://floridarevenue.com/property/forms).

Form	Form Title
DR-420	Certification of Taxable Value
DR-420MM	Maximum Millage Levy
DR-487	Calculation - Final Disclosure
	Certification of Compliance