

**City of South Daytona**  
**City Council Meeting Minutes**  
**Tuesday, July 23, 2024, at 6:00 pm**

City Council Chambers, 1672 S. Ridgewood Avenue, South Daytona, Florida  
and Facebook Live ([www.facebook.com/CityOfSouthDaytona](http://www.facebook.com/CityOfSouthDaytona))

**A. OPENING. Call to Order:** Mayor William C. Hall called the City of South Daytona Regular City Council Meeting to order at 6:00 pm.

**Roll Call:**

**Present:**

Mayor William C. Hall	Councilman Brandon Young
Vice-Mayor Eric Sander	City Manager James L. Gillis, Jr.
Councilwoman Lisa O’Neal	City Attorney Wade Vose
Councilman Doug Quartier	

**Pledge of Allegiance** led by Mayor William C. Hall followed by the **Invocation** led by Councilman Brandon Young.

**Item 5: City Manager Report:**

City Manager Gillis announced the National Night Out Against Crime is Tuesday, August 6th. The event will feature a parade of first responders that will begin at 7:00 pm behind the Sunshine Park Mall. The parade route will be published on our Facebook page. He encouraged our residents to come out to support our Police Department in the fight against crime by waving, making signs and turning on your porch lights.

He said fall baseball registration is open. The season runs from September 9th to October 25th. Boys and girls are welcome to play. Tryouts will be held on August 16th. You can sign up online at our website, over the phone at (386) 322-3070 or in-person at the Piggotte Community Center. Visit our Facebook page and website for further information.

It’s time to develop the City’s budget for the next fiscal year which begins on October 1<sup>st</sup>, Mr. Gillis said. Our annual Budget Workshop will be held on August 13th at 5:00 pm in the City Council Chambers at City Hall. The regular City Council meeting will be held at 6:00 pm immediately after.

**Item 6: City Attorney Report:**

City Attorney Wade Vose provided a report to the City Council. He thanked the Council for welcoming his partner Paul at the June Council meeting. He said the Supreme Court ruled on a recent Florida Legislative change and he will be bringing forth an Ordinance to fulfill those requirements.

## **B. CITIZENS TO BE HEARD:**

Richard Tarrant (905 Wells Drive) questioned the Council on the property at 2507 Pike Court which he said is being used as a sobriety home. He said approximately 6 people live at the house which has caused additional traffic. Mayor Hall responded that this situation was brought to our attention and is being reviewed by the City Attorney.

Barbara Ann Heegan (President / CEO of the Port Orange South Daytona Chamber of Commerce) discussed the 2024 Leadership program. She said the program is currently accepting applications. She expressed her appreciation of the City of South Daytona as a participant including Mayor Hall, City Manager Gillis, Economic Development Director McEnany and the other participants.

Robert Springer (2814 Blue Shores Way, New Smyrna) discussed the Bait Shop and the opportunities he received from Vinny Conwell at the Bait Shop.

Jim Hensel (101 South Big Tree Road) discussed the Bait Shop at the corner of Big Tree Road and Ridgewood Avenue.

Vinny Conwell (764 Candlewood Circle, Ormond Beach) discussed attending the previous Council Meeting and the petition submitted.

Hunter Langdon (1707 Biscayne Avenue) discussed the Bait Shop and Vinny Conwell.

## **C. CONSENT AGENDA (*Items 8-15*):**

Mayor Hall introduced the Consent Agenda and said the matters included under the consent agenda are self-explanatory and not expected to require discussion for approval. Items will be enacted by one motion. If discussion is desired by any member of the City Council, that item must be removed from the consent agenda and considered separately.

**Item 8:** Approval of minutes: June 11, 2024, City Council Meeting.

**Item 9:** Consideration of approving an expenditure of \$1,018,882 for FPL undergrounding costs on US 1 from McDonald Street to Ridge Blvd as budgeted in in the current fiscal year in the Redevelopment Trust Fund.

**Item 10:** Consideration of approving an expenditure of \$168,695.03 for Mead & Hunt to design the utility service conversions, traffic signal connections and streetlight feeders for the US 1 Undergrounding Project from McDonald Street to Ridge Boulevard as budgeted in the current fiscal year in the Redevelopment Trust Fund.

**Item 11:** Consideration of approving Volusia County's plan to disburse Justice Assistance Grant (JAG) Funds they acquired to programs provided by SMA Healthcare and The House Next Door.

**Item 12: Resolution No. 2024-15.** A Resolution of the City of South Daytona, Florida, approving an FY 2024-2025 Funding Agreement with the River to Sea Transportation Planning Organization and authorizing the City Manager to execute said agreement; providing for repeal of Resolutions in conflict herewith; providing for severability; providing an effective date. **First and only reading.**

**Item 13:** Consideration of approving the three-year renewal option on the existing contract with James Moore for the provision of audit services for fiscal years 2024, 2025 and 2026.

**Item 14:** Consideration of approving the appointment of Jim Tuholski to the River to Sea TPO (R2CTPO) Citizens Advisory Committee (CAC).

**Item 15: Resolution No. 2024-17.** A Resolution of the City Council of the City of South Daytona, Florida, electing not to exempt property from ad valorem property tax levies imposed by the City of South Daytona under Section 196.1978(3)(D)1.A., Florida Statutes (2024); making Statutorily required findings; and providing for findings, conflicts, severability, and an effective date. **First and only reading.**

Motion to approve the consent agenda as presented by Vice-Mayor Eric Sander. Second by Councilwoman Lisa O’Neal.

Roll Call Vote: Councilman Brandon Young – Yes, Councilman Doug Quartier – Yes, Councilwoman Lisa O’Neal – Yes, Vice-Mayor Eric Sander – Yes, Mayor William C. Hall – Yes

Motion carried unanimously.

#### **D. REGULAR AGENDA:**

**Item 16: Resolution No. 2024-16.** A Resolution of the City Council of the City of South Daytona, Florida, establishing a proposed millage rate for the 2024-2025 fiscal year; determining the rolled-back rate; establishing a date, time, and place at which a public hearing will be held to consider the proposed millage rate and the tentative budget for the 2024-2025 fiscal year; providing an effective date. **Public Hearing. First and only reading.**

*City Attorney Vose read the title of Resolution 2024-16.*

City Manager Gillis explained this is the first part of the budget process, setting the proposed millage rate. He said the proposed millage rate cannot be increased once adopted without first-class notice to all property owners. The Property Appraiser will use this millage rate for the Truth in Millage [TRIM] tax notice sent to all property owners in August 2024.

He said staff is proposing to maintain the prior year's millage rate of 7.7500 mills to provide funding for current year operations, adjust wages to reflect the current job market, and continue the City’s commitment to capital replacement of the aging infrastructure as construction costs have significantly increased and supply chains continue to be an issue. The proposed rate of 7.7500 mills represents an 8.14% tax increase over the rollback rate of 7.1190 mills.

Mr. Gillis said now that the City is out of debt, staff wants to continue our commitment of “Investing in Us” which involves the replacement of our aging infrastructure, streets and public places including parks. As such, the proposed budget is heavy on street resurfacing and park improvements.

He discussed the capital highlights including an automated sandbag filling machine (\$50,000), a Response Vehicle for the Fire Chief (\$62,000), adding the yearly contribution towards the replacement of a fire truck (\$50,000), a new street sweeper (\$300,000) which Public Works Director Thornton wants to make an everyday fixture on our streets. He also said we are planning for a new bucket truck (\$180,000) as the current one is over 15 years old and in need of a replacement.

Mr. Gillis discussed the operating highlights including the roof at City Hall to be replaced (\$300,000), the design and construction of a new evidence room for the Police Department (\$178,000), and new software to make online sports registration substantially easier (\$5,775). He discussed

improvements to Reed Canal Park including interior wood bridge rehabilitation over the lake (\$30,000), parking lot paving plus sealcoat Nova parking lots (\$85,000), sodding the utility field (\$20,000), renovating and branding the Disc Golf Course (\$25,000), and replacing the picnic tables and trash cans in pavilions (\$30,000). He said at James Street Park we will be replacing the splashpad playground (\$85,000) and the center field scoreboard (\$30,000).

City Manager Gillis said personal raises for general employees are budgeted at 3% with the sworn police officer and fire fighter increases in accordance with the council approved contract with the International Union of Police Associations (IUPA) and the International Association of Fire Fighters (IAFF), respectively. The pay plan for general employees has been increased 3.56% in accordance with the consumer price index. This is predicated on our starting salary being set at \$16.00 per hour to stay above the state-wide minimum wage level to ensure a qualified, dedicated work force.

Mr. Gillis provided a detail of the "investment" projects within the budget. He said .4000 mills will be used for street resurfacing and will generate an additional \$275,407 which enabled the budget to be set at a total of \$500,000 for the next fiscal year. This will allow us to get caught up on our resurfacing program that we were forced to neglect over the last two decades due to our previous level of debt. Cambridge Circle, Bristol Lane, Windel Lane, Hamlin Drive (east), Ponderosa Drive (east), Lambright Road (by the school), as well as Aspen Drive and Boulder Drive (the "U") will be resurfaced he said. Sea Isle Circle, Coral Circle and Reef Road will be resurfaced utilizing a CDBG Grant.

He concluded with a staff recommendation to approve Resolution No. 2024-16 as presented.

Mayor Hall opened the Public Hearing. No comments. Mayor Hall closed the Public Hearing.

Mayor Hall questioned if the millage rate was at 7.8 at one point and reduced to 7.75 which Mr. Gillis confirmed.

Councilman Brandon Young said he supports the resolution but would like to suggest the personnel raises be merit-centered. He explained he suggests that employees should receive a base cost of living increase (i.e.: 3%) and an additional merit increase would be at the discretion of the City Manager. He also said the City Manager has been performing at a high level and would propose a recalibration of his salary. He said he could provide a comparison of the other City Managers within Volusia County.

Vice-Mayor Sander said he would like to see the millage rate for the city be reduced. He said there may be an opportunity when the CRA sunsets and would like to take that opportunity.

Councilwoman O'Neal asked Councilman Young when he would like to discuss the City Manager's salary.

Mayor Hall said he agrees with Vice-Mayor Sander in wanting to lower the millage rate as we are the highest in the County. He discussed the percentage allocated to Public Safety Personnel.

Mayor Hall addressed Councilman Young's proposal for the City Manager's salary increase. He agreed that he does a great job. He recalled that he voted no on the last proposal for an increase, as he didn't think it was an appropriate time (as it was during the mid-year budget). He said he does not agree with giving an additional amount from what we allocate for line personnel.

Motion to approve by Councilwoman Lisa O’Neal. Second by Councilman Doug Quartier. Motion carried unanimously.

**Item 17: Ordinance No. 2024-04.** An Ordinance of the City of South Daytona, Florida amending Section 5-189 of the City of South Daytona Code of Ordinances to adopt the 2024 edition of the International Property Maintenance Code; providing certain amendments thereto to conform to Florida Law and the City’s existing Code of Ordinances by removing 2021 code references which have been removed or updated, revising references to deleted portions with respect to the 2024 edition of the International Property Maintenance Code; updating corresponding code references; adding minimum standards for structures and premises; providing for codification, conflicts, severability, applicability, and an effective date. **First Reading. Public Hearing.**

*City Attorney Vose read the title of Ordinance 2024-04.*

City Manager Gillis said every three years, the International Property Maintenance Code is updated and we modify the City code to reflect the changes. He said this helps Code Compliance maintain high standards and property values throughout the City, noting that the Code Compliance Department has been doing a great job in this endeavor. He explained we add the South Daytona standard to the existing International Property Maintenance Code, for example adding additional landscape provisions.

He concluded that this is a general housekeeping item for us to maintain a clean community and a staff recommendation to approve the first reading of Ordinance No. 2024-04.

Mayor Hall opened the Public Hearing. No comments. Mayor Hall closed the Public Hearing.

Motion to approve by Councilwoman Lisa O’Neal. Second by Councilman Doug Quartier. Motion carried unanimously.

**Item 18: Ordinance No. 2024-05.** An Ordinance of the City of South Daytona, Florida, amending the South Daytona Land Development Code, Article II. Definitions, Article III. Administration and Enforcement, Article IV. Consistency and Concurrency, Article V. Zoning Regulations, Article VI. Subdivision Requirements, Article VII. Engineering/Environmental Standards, and Article VIII. General Design Standards; Amending the South Daytona Code of Ordinances, Chapter 3.5 Amusements and Entertainments, Chapter 5 Buildings, Housing and Structural Regulations, Chapter 10.5 Parks and Recreation, Chapter 12 Planning and Development, Chapter 14 Streets, Sidewalks and other Public Places, Chapter 16 Taxation, and Chapter 20 Water and Sewer Service; renaming the Land Development Regulation Board, Planning and Appeals Board and Board of Adjustments and Appeals as the Planning Advisory Board (PAB); Clarifying and revising the role of the Planning Advisory Board as an appointed advisory board to make recommendations to the City Council; revising PAB membership criteria and terms of office, clarifying and revising the roles of the Development Review Committee, Community Development Director, and City Manager concerning development decisions; making related revisions concerning development decisions and permits; and providing for administrative actions, codification, conflicts, severability, and an effective date. Recommended by the Planning and Appeals Board on July 17, 2024. **First Reading. Public Hearing.**

*City Attorney Vose read the title of Resolution 2024-16.*

City Manager Gillis said staff are always looking for ways to streamline and expedite processes. He said the goal is to clarify the advisory function of the board and make recommendations to the City Council. With that change, staff proposes renaming the Planning and Appeals Board to the Planning Advisory Board. He said there is also a modification to the variance procedure for the City Council to approve variance applications. Mr. Gillis explained the decision-making authority for administrative appeals has also been changed to the City Council as well in this Ordinance.

He provided a recap of the Ordinance as a clarification of the board as an advisory board with some modifications to help business owners, developers, and residents navigate our approval process faster. He concluded with a staff recommendation that the City Council approve Ordinance No. 2024-05.

Mayor Hall opened the Public Hearing. No comments. Mayor Hall closed the Public Hearing.

Vice-Mayor Sander noted this modification makes sense and would streamline processes.

Motion to approve by Vice-Mayor Eric Sander. Second by Councilwoman Lisa O'Neal. Motion carried unanimously.

#### **Item 19: Discussion of performance and future goals for the City Manager.**

Councilwoman O'Neal said Mr. Gillis has exceeded her expectations again. She told him to continue with responsible development, infrastructure improvements, and increasing hurricane reserves. She thanked him for his hard work.

Councilman Quartier said Mr. Gillis leads staff and keeps us on track. He recalled in 2018 the City was 22 million dollars in debt and as of last year, we are debt-free. He said Mr. Gillis has done a great job working on the four goals the Council provided. He said he continues "investing in us" with new lift stations, paving roads, and park upgrades. The City is looking very good, Councilman Quartier said. He comes in early and stays late. He is boots on the ground during a storm, working on generators in the lighting. If he doesn't know what is broken he can't fix it, so let him know, he explained. From the Parks department and the programs to the finances, he looks out for the best interest of the City. Councilman Quartier said he appreciates working with him.

Vice-Mayor Eric Sander said he is continually impressed with Mr. Gillis' organizational skills. As it is a discipline not everyone has. If you let him know, he will get it completed. Vice-Mayor Sander said he can see the differences made throughout the city compared to 3 ½ years ago when he took office. He said the city looks great and we are debt-free. He acknowledged it has been a difficult task to manage and he is very impressed and proud to have Mr. Gillis as a City Manager. We are very blessed to have Mr. Gillis taking care of our small city, he proclaimed. Keep up the good work, he concluded.

Councilman Young echoed a lot of what was said. He said Mr. Gillis has provided transparency. He discussed access to the City Manager, and transparency of any situation. Councilman Young says he appreciates the dialogue and the trust. He addresses issues before the Council has the opportunity, noting when someone emails the Council and the problem is quickly resolved. Mr. Gillis has a diverse skillset that is not always found as he can make tough decisions, and can talk to our citizens making any situation a win-win. From finance and reducing debt to managing hurricane preparedness and recovery, I commend you, Councilman Young concluded.

Mayor Hall said he agrees with the Council. He recalled this afternoon when he took Mr. Gillis to look at a few issues in the City he did not have his phone or paper and he was eager to write down the address so that he could address the issues. He agreed with Councilman Young as they receive a lot of emails and when Mayor Hall calls the resident, they have usually spoken to Mr. Gillis. Mayor Hall asked City Attorney Vose to review Mr. Gillis's contract to avoid this agenda item each year. There was a consensus with the other members of the Council.

Brandon Young said he would like to see the evaluations still being completed.

Attorney Vose said he would be glad to take a look at it.

Mayor Hall concluded that he and Mr. Gillis may not always agree but they find a compromise.

#### **E. COUNCIL COMMENTS:**

Mayor Hall thanked Vice Mayor Sander for filling in on Friday, July 19<sup>th</sup> by throwing the first pitch at the Daytona Tortugas Game for South Daytona night.

Vice-Mayor Sander thanked the City. It has been hard in the heat (this July has been brutal) and he said things are looking better. He thanked the staff for their hard work. He thanked finance and staff in City Hall as well. Vice-Mayor Sander mentioned the R2CTPO will be changing its name to Volusia/Flagler Transportation Planning Organization. He shared that he has been elected Second Vice-Chair and Secretary for the Organization. We get a lot from the TPO from our membership, he explained. He also noted that he will be assisting the City in the Volusia County ECHO Grant site visit, advocating for the Reed Canal Park Playground Grant. He will be educating the committee on the discovery of the most complete skeleton of the Giant Ground Sloth found at the Park. He concluded by suggesting maybe we can have a future "Sloth Day - how slow can we go".

Councilwoman O'Neal had no additional comments.

Councilman Quartier reminded citizens that their voices are heard as well as their concerns. We are in constant contact with the City Manager throughout the week and even on vacation Mr. Gillis will contact us, he explained. Councilman Quartier said if you have any concerns, let us know.

Councilman Young concurred with Vice-Mayor Sander on the heat, thanking staff for their efforts.

Mayor Hall addressed Vinny Conwell explaining that he understands small business as he was raised by parents who ran a small business. He wished him well, noting his great following and the many emails received on his behalf. While he was unable to offer Mr. Conwell anything this evening, he assured him that his request had been heard.

Mayor Hall said on July 11, with the help of staff, he wrote 6 letters to our Governor and legislature addressing the fireworks blowing up our city on July 4<sup>th</sup>. He said he loves fireworks but objects to the loud booms. The letters, which are public record and available if a copy is wanted, request they allow the City to make the decisions on fireworks, not the State.

Mayor Hall said Riverfront Veterans Memorial Park looks great. The boat ramp has been modified for a better turn radius, he said. He asked that larger boats park across the street, not in the smaller spots where they run over the wheel stops and park very close (almost hitting) the new Veterans Wall.

Mayor Hall announced that George Rizzuto had recently passed. George started with the City in 2001. He was a retired Postal Inspector, a US Marine, serving from 1966 to 1970 at the height of the Vietnam War. Mayor Hall said George passed away on June 10, 2024. He retired from the City on June 8, 2013. He asked us to keep his family in our prayers.

Mayor Hall said Mike Booker, retired City Manager of Daytona Beach Shores (for 22 years) passed away a few weeks ago. He said he really liked Mike as did the citizens of Daytona Beach Shores and there will be an event celebrating his life on Tuesday.

**F. ADJOURNMENT:** Mayor William C. Hall adjourned the City of South Daytona Regular Meeting of the City Council at 7:03 pm.

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*Deputy City Clerk, Becky Witte*

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*Mayor William C. Hall*