

City of South Daytona
City Council Meeting Minutes
Tuesday, February 10, 2026, at 6:00pm

City Council Chambers, 1672 South Ridgewood Avenue, South Daytona, Florida
and Facebook Live (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
Vice-Mayor Doug Quartier
Councilman Eric Sander
Councilwoman Lisa O’Neal

Councilman Brandon Young
City Manager James L. Gillis, Jr.
Attorney Taylor Simonds (*filling in for City Attorney Vose*)

Deputy City Clerk Becky Witte noted that City Attorney Wade Vose had an emergency, and Attorney Taylor Simonds will be filling in for him this evening.

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 provided an update on stormwater improvements completed since the previous Council Meeting.

As part of our ongoing efforts to improve our stormwater system and infrastructure, the Public Works Department replaced a section of crumbling gutter on Kenilworth Avenue which was making it difficult for stormwater to enter the inlet downstream. With the replacement, stormwater will begin to flow once again freely to the inlet system there.

The design of the Aspen Stormwater Expansion Project is progressing towards completion. The design is far enough along for the County to begin the federally required environmental study on the property. Once the design and study are complete, the City will partner with Volusia County to get the project constructed using their Transform 386 program funds.

Public Works crews increased the size of an inlet on Jones Street to accommodate more flow in an effort to manage stormwater more effectively in the surrounding area.

Did you know that every Thursday, we activate all stormwater pumps in the City to ensure proper working order and to lower lake levels in anticipation of those pop-up storms that may strike at any time. Keeping lake levels manageable before a storm strikes is the key to keeping water out of our homes.

The Lantern Park Stormwater Pond project is wrapping up its design. An environmental study has been completed on the subject parcel, and the land acquisition phase is ready to begin. This project is being funded in partnership with Volusia County as part of their Transform 386 program.

The City received delivery of our first ever claw truck. This substantial piece of equipment is designed to collect large piles of debris for transport. It will be used to assist in the collection of yard debris, clear piles from job sites and allows us to begin debris collection as soon as a storm passes. Our crews have been trained to work the vehicle. It has been placed into service and has already proved invaluable to our ongoing Reed Canal cleaning efforts.

City staff met with our design professionals in the Sherwood Forest subdivision to lay out the pond and force main alignments for the proposed stormwater pond installation project there. This is another partnership with Volusia County utilizing funds from their Transform 386 program.

Public Works crews repaired a 24-inch concrete stormwater pipe that had been damaged at the intersection of Elizabeth Place and Oriole Lane. The repair of this pipe will ensure that stormwater will continue to flow away from this intersection in the future.

Survey crews began their work on Brian Avenue for the proposed installation of a pond and stormwater pump station there designed to help keep water out of the homes in the surrounding area. Funding for this \$1.75 million project was acquired through a legislative appropriation from the State of Florida.

The resurfacing of Louisiana Road was completed last week. The existing roadway was identified back in 2015 as in need of resurfacing but due to debt constraints, the City was not able to complete this vital work. Now that the City is debt-free, we can move towards completing these vital projects throughout the City.

Survey work is wrapping up on the Stevens Canal Bank Stabilization project. This project calls for the installation of sheeting along the banks to make the canal wider, increase flow and reduce erosion. With this vital survey information, design can now move forward. This is yet another project that will be completed as part of a partnership with Volusia County utilizing their Transform 386 program.

The resurfacing of the Harborside subdivision is currently underway. These roads were in desperate need of resurfacing, and the City staff is proud to see this vital improvement move towards completion. We will also be addressing those two dips in the asphalt on Sauls Street just north of the entrance before the contractor is finished.

The design of the Melodie Park Stormwater Pond project is almost complete. The project calls for the installation of a stormwater pond and pump station designed to help keep water out of the homes on Kenilworth Avenue and Oriole Lane. Since this project is in the heart of South Daytona, in addition to the pond construction, we will be adding paved parking for the existing basketball and tennis courts, improving the crosswalks for school children, installing a boardwalk around the pond to allow for fishing, placing benches along the perimeter, planting trees for more shade and creating a sitting area designed to showcase the existing bicentennial rock, veterans monument and a time capsule which will be buried to celebrate America's 250th year and the City of South Daytona's 75th anniversary.

Speaking of our 75th anniversary, the City is planning an event to be held in conjunction with our Reed Canal Park prehistoric makeover. The City received a Volusia County ECHO Grant for the project which will see dinosaurs take over the park and transform it into our prehistoric past.

Dinosaur statues, a dinosaur themed playground, dino-dig area and an enhancement to the frisbee golf course are planned to be completed this year. Stay tuned for upcoming announcements as to the date of our 75th anniversary celebration and prehistoric park makeover completion.

Spring Baseball registration is currently open. You can register online through our website, by calling 386-322-3070 or in person at the Piggotte Community Center. This is a recreational league, so if your young one wants to come out and learn to play a great sport and make new friends, sign them up today. There will be a skills assessment for all players on January 31st with opening day being held on Saturday, March 14th.

Item 6: City Attorney Report:

City Attorney Vose was not present due to an emergency. Attorney Taylor Simonds attended the meeting in his place. Attorney Simonds indicated that Attorney Vose will provide his update at the next scheduled City Council meeting.

B. PRESENTATION:

In recognition of City Manager Gillis and his 25 years of service to local government.

C. PROCLAMATION:

February 22, 2026, as World Encephalitis Day. Mayor Hall noted that Kat Atwood was not feeling well today but explained her cause and asked for thoughts and prayers for her.

D. CITIZENS TO BE HEARD:

Mayor Hall said that this is an opportunity for members of the public to address the City Council on any topic, whether it pertains to community concerns, personal perspectives, or general topics like the weather. When invited to approach the podium, please clearly state your name and address for the official record.

He asked that while speaking, direct your comments to the City Council as a whole and not towards any of the audience members or cameras. As the established standard, each person will be given approximately three minutes to speak. Although there is no formal clock, be concise enough without repetition to ensure everyone has had an opportunity to participate. Please note that the City Council will not respond to any viewpoint or question during this time as it is your opportunity to be heard.

Rick Tarrant, 905 Wells Drive, addressed the Council regarding tornado warning systems, the Governor's proposal to eliminate property taxes, the "toilet-to-tap" water proposal in Daytona Beach, and laws pertaining to e-bike and bicycle riders. He suggested creating and distributing an informational pamphlet pertaining to e-bike and bicycle riders for the school. Mr. Tarrant also discussed the need for a crosswalk on Reed Canal Road at the entrance to Reed Canal Park.

Sherry Clifton, 2134 Pope Avenue, raised questions concerning Code Enforcement and referenced matters involving Police and Code Enforcement in regard to her neighbors.

E. CONSENT AGENDA (Items 7-12):

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 7: Approval of minutes: January 13, 2026, City Council Meeting.

Item 8: Consideration of approving an Ingress, Egress, and Utility Easement for Parcel Number 5333-00-00-0062 to allow access for a single-family home to be built adjacent to the Coventry Forest subdivision.

Item 9: Resolution No. 2026-02. A Resolution of the City of South Daytona, Florida, approving the purchase and authorizing the City Manager to execute the necessary closing documents to transfer the property located at 2101 Brian Avenue; providing for severability; providing for conflicting resolutions; and providing an effective date. **First and only reading.**

Item 10: Resolution No. 2026-03. A Resolution of the City of South Daytona, Florida, approving the vacation of any and all property interest of the City in certain real property located at the western end of Silver Pond, Big Tree Village Subdivision Phase IV; authorizing the execution and delivery of a vacation deed concerning same; and providing for conflicts, severability, and an effective date. **First and only reading.**

Item 11: Resolution No. 2026-04. A Resolution of the City of South Daytona, Florida, authorizing the application for a Florida Boating Improvement Program grant administered by the Florida Fish and Wildlife Conservation Commission for the proposed Riverfront Veterans Memorial Park Boat Ramp and Fishing Pier Project and authorizing the City Manager to execute and administer all grant-related documents, if awarded. **First and only reading.**

Item 12: Consideration of Approving the Budget Calendar for FY 2026-2027.

Motion to approve the consent agenda as presented by Councilman Eric Sander. Second by Councilwoman Lisa O'Neal. Motion carried unanimously.

F. REGULAR AGENDA:

Item 13: Consideration of approving the Annual Comprehensive Financial Report for the Fiscal Year ending September 30, 2025, and the Independent Auditor's Report as presented by James Moore.

While Zach Chalifour of James Moore Auditors approached the podium and prepared to begin, City Manager Gillis thanked the Finance Department for preparing the City's financial statements for audit review. It was noted that some cities rely on their auditors to prepare these statements at a significant cost; however, the City's Finance Department completes this work internally, resulting in substantial cost savings for the City, particularly given its size. Mr. Gillis explained that the auditor's role is to review the financial statements to determine whether they are presented fairly and free from material misstatement in accordance with standards established by the Governmental Accounting Standards Board for the State of Florida, and to identify any material weaknesses or deficiencies in internal controls that should be addressed. City Manager Gillis then turned the presentation over to Mr. Chalifour for his report.

Zach Chalifour thanked the Council for the opportunity to audit our report and noted this was the fifth year he has had the pleasure of working with Finance Director Oliva and the team at South Daytona. He discussed the timeliness of the audit, which is a direct result of staff's dedication. He said the Financial Report was developed by city staff, which is a great accomplishment for such a small team as many cities rely on his firm to develop the same report. James Moore issued an unmodified opinion which is the best result they can issue, he announced. Mr. Chalifour said there are no issues to report on the internal controls and compliance. He said no comments were issued and that this was a clean report. The prior year comment (Building Inspection Fees) was corrected. He said a single audit was required but no issues were found.

Zach Chalifour discussed the General Fund and showed the General Fund financial trend from 2022 to 2025. He said reserves have increased from 2024 to 2025.

Mr. Chalifour explained that the Government Finance Officers' Association (GFOA) recommends coastal cities have a minimum of two months' worth of expenses in a reserve account. The city is currently at 37.6%, which is approximately 4 months of expenses in the reserve account. The General Fund has exceeded the target of 16.7%. He said the General Fund continues to head in the right direction while meeting these internal and external benchmarks and policy targets.

Auditor Zach Chalifour discussed the Utility Service Fund and the continued progress it has made. When the City adjusted utility rates, it did so incrementally over time to reduce the burden to the residents. He said the trend is very positive, and expressed long range capital planning is important for the future of the Utility System. He said there is a four-month reserve in the fund.

Mr. Chalifour discussed the Community Redevelopment Area (CRA), with a \$4.2 million restricted fund balance, which received a separate set of financials, and the audit had no findings in those reports.

Mr. Chalifour highlighted the \$5.3 million in the Capital Projects Fund, most of the funds remain from the American Recovery Plan Act (ARPA) and sale of the Cell Tower. Mr. Chalifour discussed the net pension liability from the Florida Retirement System which is for reporting purposes only.

Mayor Hall noted his appreciation.

Councilman Sander thanked Mr. Chalifour for his time and the one-on-one meeting today.

Motion by Councilwoman Lisa O'Neal. Second by Councilman Brandon Young. Motion carried unanimously.

Item 14: Ordinance No. 2026-01. An Ordinance of the City of South Daytona, Florida, amending Chapter 2 of the City of South Daytona Code of Ordinances, Article IV, Purchases, Sales and Contracts, modifying Sec. 2-140. Exemptions to Written Quotes and Formal Bid Solicitations, and Sec. 2-141. Bid Protest Procedures; and providing for codification, conflicts, severability, applicability, and an effective date. **First Reading. Public Hearing.**

City Manager Gills said every year, staff reviews our purchasing policies to make sure they are in compliance with applicable laws, in alignment with best practices and ensure fiscal responsibility. He explained that we are stewards of public funds and we take that very seriously.

This year, he continued, we identified an amendment that clarifies the City's authority to utilize cooperative purchasing agreements with national purchasing cooperatives such as Sourcewell.

A cooperative purchase is an arrangement for acquiring goods or services that involves aggregating demand in an effort to obtain a more favorable price. If Farmer Tom buys a single tractor, he more than likely will pay full price. If Farmer Bob buys ten tractors, chances are he will get a discount for the bulk purchase. Now imagine Farmer Bob not being an individual but a conglomerate of municipalities all purchasing the same tractor. These municipalities will each enjoy a discounted price due to the overall bulk purchase. That is essentially a cooperative purchase.

Sourcewell is a public agency that is authorized to provide cooperative purchasing solutions to municipalities. Vendors submit prices for goods to Sourcewell knowing that the opportunity exists for mass nationwide purchase and as a result can submit a lower price given the potential sales. Many municipalities utilize Sourcewell throughout the country. We have utilized Sourcewell in the past and we want to clarify our usage of this tool by adding language to our purchasing ordinance specifically naming this widely used cooperative purchasing tool. Cooperative purchases exceeding \$25,000 will still require City Council approval, and expired cooperative contracts are not eligible for use.

Mr. Gillis said that staff received an informal bid protest this past year in which the vendor was located out of state. Our current procedures require us to have an in-person meeting, which the vendor wasn't too thrilled about. We want to modify our procedures to allow meetings to be held virtually or by phone, so we don't exclude vendors from participating in such a protest, which staff believes is fair.

City Manager Gillis concluded, explaining that Ordinance No. 2026-01 formally proposes these revisions. Staff recommends approval of this Ordinance, and he reminded the Council that this is a public hearing.

Mayor Hall opened the public hearing. No comments received. Mayor Hall closed the public hearing.

Motion by Councilman Eric Sander. Second by Vice-Mayor Doug Quartier. Motion carried unanimously.

Item 15: Ordinance No. 2026-02. An Ordinance of the City of South Daytona, Florida, amending Chapter 2 (Administration) of the City of South Daytona Code of Ordinances to add Article X, Criminal History Record Checks; providing for criminal history record checks pursuant to section 166.0442, Florida Statutes; and providing for codification, conflicts, severability, applicability, and an effective date. **First Reading. Public Hearing.**

City Manager Gillis said Florida Statutes require cities to adopt an Ordinance in order to conduct fingerprint-based, state and national criminal record checks. Since South Daytona currently lacks a specific ordinance, FDLE requested that an ordinance be drafted and adopted prior to them continuing to conduct our background checks.

He explained that Ordinance No. 2026-02, which was provided by FDLE, adds a new article to Chapter 2 of the City's Code of Ordinances to formally authorize criminal history record checks for City employees. These checks would apply to positions that the City determines are critical to security or public safety. It is important to note that all employees will be deemed critical to security

or public safety for the purpose of this Ordinance and will be fingerprinted in order to conduct state and national criminal history checks upon adoption. Our goal is to increase the safety of our public as well as our employees.

This Ordinance provides legal authorization and establishes the City's authority to require fingerprinting and criminal history screening through FDLE and the Federal Bureau of Investigation (FBI). Mr. Gillis concluded with a staff recommendation for approval of the Ordinance as written to enhance the safety and security of City operations and the public.

Mayor Hall opened the public hearing. No comments received. Mayor Hall closed the public hearing.

Mayor Hall said that he couldn't believe we did not do this sooner and that it took until 2026 to get this done.

Motion by Councilwoman Lisa O'Neal. Second by Councilman Eric Sander. Motion carried unanimously.

G. COUNCIL COMMENTS:

Councilman Sander congratulated City Manager Gillis on 25 years of service, recognizing his hard work and leadership. He stated the City is proud to have him as City Manager. He also noted that several stormwater projects are progressing, explaining that while the design and survey phases are not yet visible to the public, construction activity will soon be apparent. Councilman Sander further congratulated Finance Director Oliva on receiving a clean audit and comprehensive financial report, stating that the City's strong financial condition allows continued investment in important projects.

Councilwoman O'Neal had no additional comments.

Councilman Young commented that the City's 75th anniversary signs look great along our US 1 corridor. He noted that he recently traveled to Tallahassee with the City Manager to meet with legislative representatives, including Senator Tramont and Representative Partington, to discuss legislative priorities and appropriations. He stated that it was well received and easy, as South Daytona is debt-free, fiscally responsible, and committed to supporting itself while investing in needed improvements.

Councilman Young also addressed ongoing discussions in Tallahassee regarding property tax reform. He explained that multiple joint resolutions have been filed with the goal of placing proposals on the ballot for voter consideration. He noted that current proposals include provisions prohibiting reductions in funding for law enforcement and exempting school taxes from elimination. He explained that proposals would not eliminate all property taxes but would instead impact municipal portions. He emphasized that any final decision would ultimately be made by voters.

He further noted that Florida has 411 municipalities and 67 counties, spanning approximately 850 miles from Pensacola to Key West, and that not all communities are financially structured the same. He stated that South Daytona has not grown its budget irresponsibly, has paid down its debt, and has invested in the community. He added that South Daytona contains approximately 4,917 residential parcels, with about 66% designated as homestead properties, meaning many residents could be affected by proposed changes. He concluded by commending the City Manager for building a strong, transparent, and trusted team and for leaving the City better than he found it.

Vice-Mayor Quartier echoed the positive remarks regarding the City Manager’s leadership. He reflected on having worked with him for approximately 25 years and noted the City’s financial turnaround since 2018, including the reduction of more than \$20 million in debt to becoming debt-free while rebuilding reserves. He praised the City Manager’s dedication during hurricanes and other emergencies, noting his hands-on leadership and adaptability. The Vice-Mayor also commented on improvements to City facilities, including athletic fields, and expressed appreciation for the progress made in recent years. He noted that over 200 kids were signed up for Spring baseball and that they will be out again this season, selling concessions.

Mayor Hall recalled that he became involved in City leadership in 2016 out of concern for the City’s financial condition and future direction. He reflected on the progress made since that time, including the elimination of approximately \$21 million in debt and the strengthening of the City’s financial position. He expressed pride in the collaboration of the Council and staff, stating that despite challenges, the Council has worked together to move the City forward. Mayor Hall thanked the City Manager, staff, and Councilmembers for their dedication and service to the community.

H. ADJOURNMENT: Mayor William C. Hall adjourned the City of South Daytona Regular Meeting of the City Council at 6:50 pm.

The City Council Meeting Minutes for February 10, 2026, were approved by the City Council on March 10, 2026.

Deputy City Clerk, Becky Witte

Mayor William C. Hall