

**City of South Daytona  
City Council Meeting Minutes  
Tuesday, February 13, 2024,  
immediately following the 6:00pm  
Community Redevelopment Agency Meeting (CRAG)**

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 6:05 pm.

**Roll Call:**

**Present:**

Mayor William C. Hall  
Vice-Mayor Eric Sander  
Councilwoman Lisa O’Neal  
Councilman Doug Quartier

Councilman Brandon Young  
City Manager James L. Gillis, Jr.  
City Attorney Wade Vose

**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 said our Parks Department will be hosting a Drive-thru Movie event at Reed Canal Park on Friday, March 1, 2024, at 5:30pm presenting the movie “Pokémon – Detective Pikachu.” He said this well-attended event is a throwback to historic family drive in theaters. South Daytona Citizens Alert Council will sell hot dogs and hamburgers with free popcorn and candy from our Parks Department.

South Daytona’s Spring Baseball Opening Day is set for Saturday, March 16, 2024, at 9:00am and will include the Ribbon Cutting of the new James Street Park baseball themed splashpad at 8:45am. He said this is a highlight of our Spring Season.

Atlantic High School’s Baseball Season Opening Day is Friday, February 23, 2024, at Blaine O’Neal Park at 6:30pm. They partner with the city as the school’s baseball field does not have lights. He said his son is on the team and he will be at every game.

City Manager Gillis welcomed the City’s new Public Works Director, Adam Thornton from Signal Mountain, Tennessee.

**Item 6: City Attorney Report:**

City Attorney Wade Vose provided a Legislative Update. He said the Legislative Session is scheduled to end on March 8, 2024. He shared concerns for municipalities throughout the State, including the Business Impact Statement for City Ordinances which may be modified to include Ordinances related to Land Development Regulations and modifications to City Comprehensive Plans. He discussed the Vacation Rental preemption and building permit deadlines which he is closely following.

Councilman Brandon Young asked the City Attorney for the bill number of bill relating to Building Permits which he replied 684.

**B. PROCLAMATION: ENCEPHALITIS AWARENESS DAY**

Kat Atwood discussed Encephalitis which is inflammation of the brain and can strike anyone, anywhere, at any time, and at any age, resulting in a serious and sometimes life-threatening medical emergency. She described her recent struggles with the disease and encouraged wearing Red on February 22<sup>nd</sup> for World Encephalitis Awareness Day.

Mayor Hall presented the Proclamation to Kat Atwood.

**C. CITIZENS TO BE HEARD:**

Frank Amendolia, 791 Aspen Drive, discussed the Mayor's Column in the Newsletter which outlined the proposed projects which the City has applied for grant funding. He discussed past storm events and flooding. Mr. Amendolia said the Noval Canal Taskforce was turned over to the City of Daytona Beach and FDOT.

Barbara Ann Heagan, CEO for the Port Orange South Daytona Chamber of Commerce, discussed the upcoming Mayor's breakfast on Thursday, February 15, 2024, and said it has been an honor working with Police Chief Cheatham and Fire Chief Brant. Ms. Heagan noted the upcoming High School Job Fair set for February 29, 2024, and the James Street Splashpad Ribbon Cutting.

Richard Phinney, 2306 Oriole Lane, discussed the road design on Big Tree Road in between Nova Road and Big Tree Shores Mobile Home Community. He explained a recent incident that almost resulted in an accident in that area. He also recalled a young driver who did not obey a stop sign on Ridge Blvd.

**D. CONSENT AGENDA (*Items 8-11*):**

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: January 9, 2024, City Council Meeting.

**Item 9:** Consideration of approving the City of South Daytona's Budget Calendar for Fiscal Year 2024-25.

**Item 10:** Consideration of approving a proposal from Sparks Concrete for the milling and resurfacing of Northern Road, Eastern Road and Western Road utilizing a contract with Volusia County in the amount of \$225,476 as budgeted in the current fiscal year.

**Item 11:** Consideration of approving the 2023 Community Redevelopment Annual Report which highlights the accomplishments, activities and projects that occurred this past year in our Community Redevelopment Area (CRA).

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

## **E. REGULAR AGENDA:**

**Item 12:** Consideration of approving the Annual Comprehensive Financial Report for the Fiscal Year ending September 30, 2023, and the Independent Auditor's Report as presented by James Moore.

City Manager Gillis explained this is the Annual Comprehensive Financial Report for last fiscal year as prepared by the City, which was independently audited by the firm, James Moore & Company. He introduced Zach Chalifour representing James Moore.

Zach Chalifour thanked the Council for the opportunity to audit our report and noted this was the fifth year he has had the pleasure to work 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 all prior year comments had been corrected. This was a clean report.

Zach Chalifour discussed the General Fund and showed the General Fund financial trend from 2020 to 2023. He said Reserves have increased from 2022 to 2023, and there was \$4,287,819 in unassigned fund balance at year end.

Mr. Chalifour explained 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 33.9% which is approximately 4 months of expenses in the reserve account. The General Fund has exceeded the target of 20%. 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.

Mr. Chalifour discussed the Community Redevelopment Area (CRA), with a \$1.5 million restricted fund balance, which received a separate set of financials, and the audit had no findings in those reports.

Mr. Chalifour highlighted the \$8.1 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.

City Manager Gillis thanked Council for taking the time to meet with Zach Chalifour one on one. He said the entire city from staff to the City Council made becoming debt free a priority. Now we are out of debt, we will continue to "invest in us" which means investing in our community, our residents, our businesses, and our parks, he said.

Mr. Gillis discussed upcoming projects including sewer lining, park improvements, replacing lift stations, updating police vehicles, updating equipment for our fire fighters. He said now the debt has been eliminated, we will look towards the future on the projects which we have delayed. He said road improvements are a priority as the lifespan of a road is typically 15 years. We will need to resurface 3 miles of roads per year to stay on that schedule to ensure our roads stay in good

condition. Mr. Gillis said the garbage fund will assist with those costs as garbage trucks impact our roads significantly.

Mayor Hall noted the positive trajectory shown in the charts and graphs presented. City Manager Gillis elaborated that the change started in 2016 with changes in leadership and philosophy. The unified decision to get out of debt was clear when he took office as City Manager. Mr. Gillis said the staff is requesting the Council accept the audit as presented.

Councilman Sander thanked Mr. Chalifour and said we have an exciting new phase going forward.

Councilman Young also thanked Mr. Chalifour. He said we will soon begin the process of developing the budget. He discussed the proposed additional homestead exemption which will be presented to Florida voters this year which will affect our budget as 66% of our tax base is homesteaded. Councilman Young said the CRA sunsets in 2026. He said being free of debt is a time for celebration, but we have to remain good stewards and invest in ourselves. We are in a great place, but there is still work to be done, he concluded.

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

**Item 13: Ordinance No. 2024-01.** An Ordinance of the City of South Daytona, Florida, amending the official zoning map by changing the zoning of 2501 S. Ridgewood Avenue (Parcel No. 5333-17-00-0010) from Business General Commercial (BGC) to Planned Development (PD); providing for conflicts, severability, applicability, and an effective date. Recommended by the Planning and Appeals Board on December 20, 2023. First Reading was held on January 9, 2024. **Second and final reading. Public Hearing.**

City Manager Gillis discussed the property which is a little over five acres on US 1. To uphold the City of South Daytona's commitment to maintaining exceptional development standards, the property owner at 2501 South Ridgewood has submitted a request for the property to undergo a rezoning process, he said. This transition would involve changing the current zoning classification from Business General Commercial (BGC) to Planned Development (PD).

Mr. Gillis said after rezoning, staff will work with a developer to create a separate Development Agreement which will be presented to the Planning and Appeals Board and the City Council at a later date. The Development Agreement will set forth specific uses and site plan characteristics for the property geared towards quality development.

He concluded with a staff recommendation that the Council approve the second and final reading of Ordinance No. 2024-01.

Mayor Hall opened the public hearing.

Frank Amendolia, 791 Aspen Drive, said he is not a big fan of the development. He discussed the stormwater issues. He said stormwater should be directed south and east. He discussed the development of Edison Point. He noted the condominium on South Ridgewood Avenue. He commented on the Foster Way property. He said development could result in rooftop rescues for residents of Big Tree Village.

Mayor Hall closed the public hearing.

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

**F. COUNCIL COMMENTS:**

Councilman Young welcomed Public Works Director Adam Thornton. He said he looks forward to starting work on the 2024/2025 Budget and continuing the good work for our citizens.

Councilman Quartier also welcomed Public Works Director Adam Thornton noting he has a big job ahead. He thanked the Finance Department for our current excellent financial situation. He said every employee within the City played a part in the goal coming to fruition.

Councilwoman O’Neal welcomed Public Works Director Adam Thornton.

Vice-Mayor Sander welcomed Public Works Director Adam Thornton and thanked everyone for their hard work.

Mayor Hall addressed Public Works Director Thornton and said he had big shoes to fill as the position was held by Mr. Gillis for many years. He recalled working with Mr. Gillis for the better part of 20 years, elbow to elbow many times.

Mayor Hall said we are on a good path. He said tomorrow is Valentines Day and asked everyone to recognize the special ones in your life.

**F. ADJOURNMENT:** Mayor William C. Hall adjourned the City of South Daytona Regular Meeting of the City Council 7:01pm.

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*Deputy City Clerk, Becky Witte*

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*Mayor William C. Hall*