

**City of South Daytona  
City Council Meeting Minutes  
Monday, September 12, 2022, at 6:00pm**

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

**Not Present:** None

**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 recapped the successful 14<sup>th</sup> Annual Kailynne Quartier Memorial Ride which was held on Saturday, September 17, 2022. The event hosted 94 attendees and, despite the rain, enjoyed fun and fellowship which culminated at James Street Park for a picnic lunch.

The Fire Department will host a Movie Night presenting "Bad Guys" on Friday, October 7, 2022, at Reed Canal Park starting at 7:00 pm, Mr. Gillis .

Mr. Gillis said the City will host a Piggotte Community Center Open House so our residents can see our completed renovations and a Civics 101 Class from the Volusia League of Cities on Thursday, October 20, 2022. The Open House will begin at 5:00pm.

City Manager Gillis shared the Fire Department raised \$4,080 from 27 local businesses through the National Fire Safety Council which will be used to purchase fire prevention materials for kids such as coloring and activity books. He recognized Fire Chief Giles who secured a grant for a Fire Bunker Gear Extractor.

Staff has been tracking Hurricane Ian which is anticipated to be a tropical storm when it arrives in South Daytona, he announced. He said preparations have been made including lowering lake levels, and cleaning storm drains. He said we anticipate a rain event with some tropical storm winds. City Hall will be open during the event, he said. He discussed the recently installed SCADA system which is monitored throughout the storm remotely without traveling to each location. Two

FPL crews will be stationed at City Hall and will be dispatched as soon as the storm passes. Garbage collection will resume on Monday, October 3, he concluded.

**Item 6: City Attorney Report:**

City Attorney Wade Vose provided an update on items addressed since the August council meeting. He thanked the Council for allowing him to call in for the last meeting as he was ill with COVID. He discussed recent opportunities to work with the Code Compliance Department on an issue with a semi-truck parked within the Community Redevelopment Area and said an ordinance regarding this topic will be brought to council in the upcoming months. Attorney Vose said his team has also worked with staff for condemnation of a home in disrepair which will be brought to Council as well. He closed with relaying the successful Sunshine Law, Public Records and Voting Conflict training session in August for the Planning and Appeals Board which he expects to be an annual training. City Attorney Vose also reported he reviewed the agenda in its entirety.

**B. Citizens to be Heard:**

CJ Allen (2929 Gaslight Drive) questioned recycling of glass items and if items placed for recycling are truly being recycled. City Manager Gillis answered that glass is still being recycled and accepted by WastePro. He said to call Public Works if WastePro has mixed tree limbs and recycled materials. Ms. Allen discussed an article in the Hometown News regarding FDOT and collaboration with improved safety for pedestrians, expressing her concern of South Daytona's lack of involvement. City Manager Gillis discussed upcoming sidewalk projects and incorporating lighted pedestrian signals within the project. He conveyed the City plans to implement a new City wide standard within the design that will assist with pedestrian safety.

**C. 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: September 12, 2022, City Council Meeting.

**Item 9:** Consideration of approving a Grant Agreement with the Florida Department of Financial Services for a Fire Department Bunker Gear Extractor in the amount of \$14,201.44.

**Item 10:** Consideration of approving a 3rd party agreement with ZOLL Data Systems to utilize the Volusia County Fire Records Management System (RMS).

**Item 11.** Consideration of approving purchases with Florida Health Care Plans, Caton-Hosey Insurance, Vose Law Firm, Metlife Group Benefits, Mutual of Omaha, Metz, Husband & Daughton, P.A. and Infosend, Inc. for routine yearly expenditures including insurance, attorney, lobbying and postage services for FY 2022-23.

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

**D. Regular Agenda:**

**Item 12: Resolution No. 2022-24.** A Resolution of the City of South Daytona, Volusia County, Florida, adopting the final millage rate for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023; and providing for severability and an effective date. **First and only reading. Public Hearing.**

*Attorney Vose read the title Resolution 2022-22.*

City Manager Gillis said this is essentially the fifth time we have discussed the millage rate and budget which has remained at 7.75 for the last few years. He discussed the direction of the council to hold at 7.75 mills until City debt has been eliminated. He recalled in 2016 the City was approximately 20 million dollars in debt and Council provided goals and policy directions to reduce debt. Currently the City is less than 5 million dollars from eliminating our debt and the next fiscal year should have the debt reduced by 3 million dollars.

Mr. Gillis explained the 7.75 millage rate is considered a tax increase. He said the average home has \$103,000 in taxable value which equates to an approximate \$2.00 per month tax increase. He shared his tax bill which he recently received and said that his taxes have decreased approximately \$50.00 for the year. Overall, most residents will see a small decrease, he said.

The goals for the next fiscal year will continue to be reducing debt, strengthening reserves, encouraging new development and investing in us, Mr. Gillis said. He discussed the Hurricane Reserve fund. He announced the sale of Cemex last week and a demolition groundbreaking will be scheduled soon. He acknowledged a \$1.1 million dollar renovation to the old CVS which will be a Veterinary Clinic. He said these projects contribute to the City's facelift throughout the next fiscal year.

City Manager Gillis outlined the following highlights for Fiscal Year 2022-2023:

- Reduction of Debt
  - The City plans to reduce debt by \$3 million dollars. Debt free by 2024
- Police Department
  - Lease 8 unmarked vehicles for Commanders and Investigators
  - Purchase 4 marked vehicles
  - Purchase tasers and radar equipment
- Fire Department
  - Refurbish the showers in Fire Station 98
  - Purchase vehicle extraction gear
  - Purchase self-contained breathing apparatus
- IT
  - Replace 6 desktop computers (that are greater than 10 years old)
  - Replace 5 computer servers (that are greater than 10 years old)
- Parks and Recreation
  - Design for substantial improvements to Reed Canal Park
  - Completely renovate Magnolia Park with assistance from an ECHO grant
    - Includes new decking, fencing, picnic tables, playground equipment, and parking lot renovations.

- Complete renovation of the Splash Pad at James Street Park
- Reconstruct the Veterans Memorial at Riverfront Veterans Memorial Park
- Resurface the Basketball Court at Ned Wagner Park
- Purchase 3 maintenance trucks, skag mower and a tractor
- Public Works
  - Replace Lift Station #1 on Palmetto Avenue
  - Replace Lift Station #15 on Foxcroft Lane
  - Perform sewer lining to reduce groundwater infiltration
  - Replace all water meters. Residents will have the ability to monitor their usage through a new customer portal.
  - Resurface Kenilworth Avenue, James Street, Ponderosa Drive (east of Magnolia Avenue) and Hamlin Drive (east of Magnolia Avenue)
  - Replace a utility body truck
- Building Department
  - Purchase a truck for the Chief Building Official
- Employee Wages
  - \$15.00 per hour minimum for all employees
  - Market Wage adjustment for Police Officers (\$2.52 per hour)
  - Reorganization with certain positions not filled / not rehired to achieve the above goals.
- Community Redevelopment Area
  - Continue Undergrounding along US 1
- City Hall
  - New Generator for City Hall Municipal Complex (Hazard Mitigation Grant Funds)

Mr. Gillis thanked the Council, as each councilmember met with him for many hours over this budget. He concluded by saying he is proud to present the FY 2022/2023 budget.

City Attorney Vose announced the FY 2022-23 operating millage rate is 7.75 mills, which is greater than the rolled-back rate of 7.2481 mills by 6.92%.

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

Councilman Sander said this is an excellent budget for the upcoming year.

Motion to approve by Vice-Mayor Doug Quartier. Second by Councilwoman Lisa O'Neal. Motion carried unanimously at 6:31 pm.

**Item 13: Resolution No. 2022-25.** A Resolution of the City of South Daytona, Volusia County, Florida, adopting the final budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023; and providing for severability and an effective date. **First and only reading. Public Hearing.**

*Attorney Vose read the Title of Resolution 2022-25.*

City Manager Gillis said the previous Resolution set the final millage and this Resolution adopts the final budget.

Mr. Gillis explained the budget includes a continuation of paying down the City debt and we are able to begin revitalizing the City. He said he expects residents will see major improvements including Water Meter replacement program and starting the facelift of the City. This budget is focused on “investing in us,” he concluded.

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

Councilman Sander reiterated this is an excellent budget for the upcoming year.

Motion to approve by Councilwoman Lisa O’Neal. Second by Vice-Mayor Doug Quartier. Motion carried unanimously at 6:35 pm.

**Added Item: Resolution No 2022-26.** A Resolution of the City Council of the City of South Daytona, Florida, declaring a state of local emergency in response to Hurricane Ian; making findings; and providing for penalties, conflicts, severability, an effective date, and a termination date. **First and only reading.**

*Attorney Vose read the title of Resolution 2022-26.*

City Manager Gillis explained with the latest track of Hurricane Ian it is prudent to declare a state of emergency. The Resolution provides the City Manager the authority to take all actions necessary to protect human life and property as well as follow FEMA guidelines for reimbursement through waiving normal procurement procedures.

Mayor Hall noted the Resolution terminates automatically in 7 days. City Manager Gillis said it can be extended if needed.

Motion to approve by Councilman Eric Sander. Second by Councilwoman Lisa O’Neal. Motion carried unanimously.

**Item 14: Ordinance No. 2022-12.** An Ordinance of the City of South Daytona, Florida, amending the City of South Daytona Code of Ordinances Chapter 21 “Consolidated Fee Schedule” to modify certain fees as shown in Attachment A which is attached hereto and incorporated into this Ordinance; and providing administrative actions, codification, conflicts, severability and an effective date. **Second and Final Hearing. Public Hearing.**

*Attorney Vose read the Title of Ordinance 2022-12.*

City Manager Gillis explained that for many years, our City’s fees were scattered throughout our code and policy books making them difficult for our residents and commercial partners to locate them. Last year, staff went through our entire library and compiled all fees into a Consolidated Fee Schedule (Ordinance No. 2021-05) which was publicly discussed and approved. The intent of this document was realized by the improvement of customer service and transparency of City operations.

Mr. Gillis said the Consolidated Fee Schedule was drafted to allow staff to review the fees for sufficiency in September of each year during the budget process. Ordinance No. 2022-12 highlights those fees that staff believes needs to be revised to adequately cover costs.

He highlighted the modifications to the fees including an increase to the Piggotte Center security deposit and rental fees. Staff included a proposal for homesteaded residents to receive a 50% discount on rental fees. He said staff proposed a resident discount fee to our sports programs. He said the elimination of the garage sale permit fee is proposed but a permit is still required as we limit the number of garage sales per year. Building permits and inspections fee are proposed to be raised by 2% each year per a previous ordinance, he explained. Impact fees increase by the Consumer Price Index (CPI) which is only paid by new development, he noted. Water rates are proposed to be increased based on Scenario 8 which was decided during the 2019 rate study. A large increase to Water and Sewer connection fees to match the City of Daytona Beach is also proposed. These fees are paid by developers, Mr. Gillis explained. City Manager Gillis concluded with the stormwater fee increasing to \$10.50 as it has been \$9.00 for many years. He said if it was increased by the CPI it would equate to \$12.13. This fee will be used for necessary stormwater improvements.

City Manager Gillis said staff believes the proposed modifications are reasonable adjustments that are not a burden to our residents. The vast majority of the proposed fee changes center around the increase in the Consumer Price Index (CPI) over the past year. It is important that our fees keep pace with the CPI as the price of consumer goods, such as concrete and asphalt, fluctuates. It is important to note that staff is not recommending that all fees be increased. Some fees are proposed to be reduced by introducing resident discounts on items such as the Piggotte Community Center rentals and sports program registrations.

Mr. Gillis recommended the Consolidated Fee Schedule changes and said if approved, the Ordinance will be codified and implemented beginning on October 1, 2022.

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

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

**Item 15.** Consideration of a merit increase for the City Manager.

City Attorney Vose said this item was added pursuant to Council Discussion at the previous Council Meeting. The calculated numbers are the full financial impact which includes salary, benefits, FRS and are available for discussion by the Council, he explained.

Councilman Brandon Young clarified his thoughts and said his recommendation was a percentage in addition to the incremental salary increase all employees receive for the 2022-2023 fiscal year.

Councilwoman O'Neal asked how this impacts the adopted balanced budget.

Attorney Vose answered there is a salary contingency fund within the FY 2022/2023 budget which has available funds.

Councilman Young explained his recommendation, his research of benchmarking other cities as well as the City Manager's performance. He relayed the history of the City Manager's contract negotiations in 2018 where a 15% increase was provided for the promotion from Public Works Director to the City Manager.

Councilman Sander said he initially brought forth the recommendation to the Council as a way to reward Mr. Gillis for his above and beyond dedication to the City. He said Mr. Gillis consistently forfeits time with family and he does not want to convey that the Council is ungrateful for his service. Councilman Sander said an increase would be a reward for the benchmarks met and the service he provides to the city; a way to say thank you for his dedication and extra effort. He concluded with a recommendation of the first option.

Councilwoman O'Neal agreed and said City Manager Gillis deserves a raise and hopes other departments could be addressed during the mid-year budget. She proposed the first or second option.

Vice-Mayor Quartier said Mr. Gillis is very loyal and dedicated. He spends many extra hours recalling the day he spent almost 24 hours at City Hall. He said all the goals set have been met in advance of the Council's expectations. He suggested the lesser of the three options.

Mayor Hall agreed with the Council, that Mr. Gillis has done an outstanding job; elaborating that Mr. Gillis spends several hours each week discussing the City with him as well as another several on the phone. Mayor Hall said he will not vote in favor of the proposal because of the perception. He discussed the increase to City taxes, the stormwater fees, reorganization of the Fire Department, positions within the Police Department which will not be filled in order to create a balanced budget.

Mayor Hall said his vote does not have anything to do with the individual but the perception and the timing. He said approximately 80 to 90 percent of the goals have been achieved and over the last 4 years his salary has increased 14%. Mayor Hall noted that he does not care for merit increases, preferring increases applicable to all. He said he felt it was not the time with other department heads needing to be reviewed and members of the police department which were excluded from this year's increases.

Mayor Hall noted he understands being underappreciated as he worked for the Police Department for many years but knew it was part of the job. He concluded that the City Manager's salary is in line with the other cities within a few percentage points.

Motion to approve a 2% increase for the City Manager by Councilman Brandon Young. Second by Councilman Eric Sander. Roll Call Vote: Councilman Sander – Aye, Councilwoman O'Neal – Aye, Councilman Young – Aye, Vice-Mayor Quartier – Aye, Mayor Hall – Nay. Motion carried 4-1 with Mayor Hall voting No.

#### **E. Council Comments:**

Councilman Young wished the best through Hurricane Ian.

Vice-Mayor Quartier expressed his thanks for the successful Kailynne Quartier Memorial Ride. He discussed preparing for the upcoming storm with help from all employees from maintenance to City Manager.

Councilwoman O'Neal echo the sentiments of Councilman Young and Vice-Mayor Quartier. She thanked staff in advance for their hard work during the storm. She concludes with asking everyone to please be safe.

Councilman Sander thanked the residents who helped fill sandbags for others noting this shows we are a small City, and we are all neighbors. He hopes through the storm neighbors and community members will continue to help each other.

Mayor Hall mentioned the Kailynne Ride. He recognized Jean Klune, a member of South Daytona CERT who is 92 years old, who helped fill sandbags at the Piggotte Community Center. He also recognized Ricardo Diaz, who stayed several hours to help on Saturday fill sandbags. Mayor Hall said to be prepared, check on your neighbors, check on family, friends and volunteer where you can.

**F. Adjournment:** Mayor William C. Hall adjourned the City of South Daytona Regular Meeting of the City Council 7:02 pm.

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*Deputy City Clerk, Becky Witte*

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*Mayor William C. Hall*