



## **SPECIAL CITY COUNCIL MEETING**

November 15, 2023 at 6:30 PM

**City Council Chambers, 16 Colomba Rd.**

**DeBary, Florida 32713**

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### **MINUTES**

**CALL TO ORDER:** Mayor Chasez called the meeting to order at 6:30 p.m.

**ROLL CALL:** Mayor Chasez, Vice-Mayor Butlien, and Council Members Pappalardo, Sell and Stevenson are present.

Others present: Carmen Rosamonda, City Manager; Giffin Chumley, City Attorney; Steven Bapp, Growth Management Director; Elizabeth Bauer, Finance Director; Eric Frankton, Information Technology Director; Annette Hatch, City Clerk; and, Jason Schaitz, Parks & Recreation Director.

**PUBLIC PARTICIPATION:** For any items **ON THE AGENDA**, citizen comments are limited to five (5) minutes per speaker. Speakers will be called when the item is introduced for discussion.

**DELETIONS OR AMENDMENTS TO THE AGENDA (City Charter Sec. 4.11):** None.

#### **GROWTH MANAGEMENT AND DEVELOPMENT:**

The Applicant, Johnson Development Associates, Inc., has requested a Development Order Extension for The Haven at DeBary.

Staff reviewed the extension request and its consistency with the Development Order timeline.

Kerry-Ann Wilson, representing The Haven at DeBary, addressed Council.

Motion by Council Member Stevenson to approve the extension. Seconded by Vice-Mayor Butlien. Motion passed unanimously.

The applicant, KBC Development, Inc., has requested a Development Order Extension for the Commerce Park project.

Staff reviewed the extension request and its consistency with the Development Order timeline.

No one addressed Council.

Motion by Council Member Stevenson to approve the extension. Seconded by Council Member Pappalardo. Motion passed unanimously.

Staff is presenting the timeline for the review, implementation and adoption of the new form-based Land Development Code (LDC).

Staff presented the review timeline to date and the proposed timeline for upcoming Council and public review.

No one addressed Council.

Council discussed the information presented.

**NEW BUSINESS:**

The Parks and Recreation Department is requesting Council approve Resolution No. 2023-23 to confirm support and an effective date for the FY 23/24 ECHO Project for the Alexander Park Phase 1 Development.

City Attorney read the Resolution into the record.

Staff explained the Resolution was a requirement of the ECHO Grant.

No one addressed Council.

Motion by Vice-Mayor Butlien to approve Resolution No. 2023-23. Seconded by Council Member Stevenson. Motion passed unanimously.

Staff is requesting authorization to dispose of surplus property and removal of the items from capital inventory as of September 30, 2023.

Staff discussed the Florida Statutes requirements for disposal and reviewed the list of items found during the annual inventory that were obsolete.

No one addressed Council.

Motion by Vice-Mayor Butlien to authorize the disposal of the items. Seconded by Council Member Sell. Motion passed unanimously.

The Finance Director is requesting City Council approve Resolution No. 2023-24 to amend the fiscal year 2022-2023 budget.

City Attorney read the Resolution into the record.

Staff reviewed the list of items and discussed the revenue and expenditure transactions included in the amendment.

Jason Schaitz, Parks & Recreation Director, addressed Council.

Motion by Vice-Mayor Butlien to approve Resolution No. 2023-24. Seconded by Council Member Sell. Motion passed unanimously.

**COUNCIL MEMBER REPORTS / COMMUNICATIONS**

Board/Committee Appointments: Orlandia Heights Neighborhood Improvement District Board of Directors Secretary.

Staff explained this appointment was to fill a vacancy on the Board.

No one addressed Council.

Motion by Vice-Mayor Butlien to approve the appointment of Gale Kohler to the Board. Seconded by Council Member Stevenson. Motion passed unanimously.

Member Reports/ Communications

- A. Mayor and Council Members
- B. City Manager
- C. City Attorney

**DATE OF UPCOMING MEETING / WORKSHOP:** Regular City Council Meeting December 6, 2023, 6:30 p.m.

**ADJOURN:** The meeting was adjourned at 7:13 p.m.

**APPROVED:**

**CITY COUNCIL  
CITY OF DEBARY, FLORIDA**

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**Karen Chasez, Mayor**

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**Annette Hatch, CMC, City Clerk**