



CITY COUNCIL MEETING

June 03, 2026 at 6:30 PM

City Council Chambers, 16 Colomba Rd.

DeBary, Florida 32713

MINUTES

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

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

Others present: Carmen Rosamonda, City Manager; Jacob Smith, Assistant City Manager; Kurt Ardaman, City Attorney; Steven Bapp, Growth Management Director; Wesley Grissom, Deputy Finance Director; Annette Hatch, City Clerk; David Rodriguez, Information Technology Technician; and, Jason Schaitz, Parks & Recreation Director.

PUBLIC PARTICIPATION FOR ANY ITEMS NOT ON THE AGENDA: (Citizen comments are limited to three (3) minutes per speaker. Speakers will be called when the item is introduced for discussion.)

No one addressed Council.

APPROVAL OF MINUTES: Motion by Vice-Mayor Butlien to approve the minutes of the City Council Meeting April 1, 2026, the City Council Meeting May 6, 2026, and the Special City Council Meeting May 20, 2026. Seconded by Council Member Sell. Motion passed unanimously.

ADDITIONS, DELETIONS OR AMENDMENTS TO THE AGENDA: Council Member Stevenson requested Item No. 6 be pulled from the Consent Agenda for further discussion.

PRESENTATIONS: 2026 Citizen's Academy Graduates: Mayor Chasez and Vice-Mayor Butlien presented graduates with certificates and commemorative pins.

CONSENT AGENDA:

Staff is requesting City Council: approve the Memorandum of Understanding (MOU) between the City of DeBary and Developer related to required offsite improvements associated with the East Highbanks Townhomes development project, and authorize the City Manager to execute the MOU and any related documents.

Public Works is requesting City Council: approve Resolution No. 2025-13 for State Rights of Way maintenance contract number ASH35

Motion by Vice-Mayor Butlien to approve the Consent Agenda Items Nos. 4 and 5. Seconded by Council Member Pappalardo. Motion passed unanimously.

Parks and Recreation is requesting City Council: approve the attached 4th of July Media Promotion Agreement with iHeart Media, Inc.

Staff discussed the benefits of having media involvement.

No one addressed Council.

Motion by Vice-Mayor Butlien to approve the 4th of July Media Promotion Agreement with iHeart Media, Inc. Seconded by Council Member Pappalardo. Motion passed unanimously.

PUBLIC HEARINGS:

Staff is requesting City Council approve the Second Reading of Ordinance No. 05-2026, Referendum to Establish the St. John's River Estates Special Residential Neighborhood Improvement District and authorize by referendum the District to impose a special assessment not greater than \$500.

City Attorney read the Ordinance title into the record.

Assistant City Manager provided background on the Ordinance and stated this was a resident request and the petition was only for those living in the district.

No one addressed Council.

Motion by Council Member Pappalardo to approve the second reading of Ordinance No. 05-2026, Referendum to Establish the St. John's River Estates Special Residential Neighborhood Improvement District and authorize by referendum the District to impose a special assessment not greater than \$500. Seconded by Council Member Sell. Motion passed unanimously.

Growth Management is requesting City Council: Approve the second reading of Ordinance No. 06-2026, reducing the required minimum lot size in the Meadowlea Overlay District.

City Attorney read the Ordinance title into the record.

Staff provided background regarding the minimum lot sizes within the District and stated there would be no change in the density.

No one addressed Council.

Motion by Council Member Stevenson to approve the second reading of Ordinance No. 06-2026, reducing the required minimum lot size in the Meadowlea Overlay District. Seconded by Vice-Mayor Butlien. Motion passed unanimously.

Growth Management is requesting City Council: Approve the first reading of Ordinance No. 07-2026, adjusting setback and frontage requirements in the Form-Based Code (FBC) Overlay Districts.

City Attorney read the Ordinance title into the record.

Staff stated this would correct building setbacks for irregular shaped lots and lots with multiple frontages, making them consistent with the City's Comprehensive Plan.

No one addressed Council.

Motion by Council Member Stevenson to approve the first reading of Ordinance No. 07-2026, adjusting the setback and frontage requirements in the Form-Based Code (FBC) Overlay Districts. Seconded by Vice-Mayor Butlien. Motion passed unanimously.

NEW BUSINESS:

City Manager is requesting City Council: approve Resolution No. 2026-03 recognizing the accomplishments of Karen Chasez during her term as Mayor and designating the entrance road leading into Alexander Island Park be named in perpetuity as "Karen Chasez Way."

City Attorney read the Resolution title into the record.

City Manager discussed the Mayor's contributions to the Alexander Island Park project.

No one addressed Council.

Motion by Vic-Mayor Butlien to approve Resolution No. 2026-03 recognizing the accomplishments of Karen Chasez during her term as Mayor and designating the entrance road leading into Alexander Island Park be named in perpetuity as "Karen Chasez Way." Seconded by Council Member Stevenson. Motion passed unanimously.

Staff is requesting City Council: award RFP 17-26 Non-Ad Valorem Fire Assessment Rate Study to Stantec Consulting Services, Inc., in the amount of \$57,215, approve the attached agreement for professional consulting services related to the development of a Non-Ad Valorem Fire Assessment Rate Study for the City of DeBary, and authorize the City Manager to execute the agreement and any related documents.

Assistant City Manager discussed the bid process and scope of services.

No one addressed Council.

Motion by Council Member Stevenson to award RFP 17-26 Non-Ad Valorem Fire Assessment Rate Study to Stantec Consulting Services, Inc., in the amount of \$57,215, approve the attached agreement for professional consulting services related to the development of a Non-Ad Valorem Fire Assessment Rate Study for the City of DeBary, and authorize the City Manager to execute the agreement and any related documents. Seconded by Council Member Sell. Motion passed unanimously.

City Manager is requesting City Council: discuss and provide further guidance on the Fiscal Year 2026-27 Budget.

City Manager discussed past budgeting and millage, highlighted the Fiscal Year 2026-27 budget, capital projects and discussed the homestead exemption.

No one addressed Council.

Council discussed and provided feedback on what was presented.

COUNCIL MEMBER REPORTS / COMMUNICATIONS

Member Reports/ Communications:

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

DATE OF UPCOMING MEETING / WORKSHOP: Special City Council Meeting June 17, 2026, 6:30 p.m.

ADJOURN: The meeting was adjourned at 8:19 p.m.

APPROVED:

**CITY COUNCIL
CITY OF DEBARY, FLORIDA**

Karen Chasez, Mayor

Annette Hatch, CMC, City Clerk