



# City of Deltona

2345 Providence Blvd.  
Deltona, FL 32725

## Regular Commission Meeting

### City Commission

*Mayor Avila*  
*Vice Mayor Heriot*  
*Commissioner Avila-Vazquez*  
*Commissioner Colwell*  
*Commissioner Howington*  
*Commissioner Nabicht*  
*Commissioner Santiago*

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Monday, November 17, 2025

6:30 PM

Deltona Commission Chambers

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**Revised 11-14-2025**

**PUBLIC FORUM: 6:00 PM - 6:30 PM**

**BUSINESS MEETING - 6:30 PM**

**1. CALL TO ORDER:**

**2. ROLL CALL – CITY CLERK:**

**3. INVOCATION AND PLEDGE TO THE FLAG:**

- A. [Invocation Presented by District 1 Commissioner.](#)  
[Pledge of Allegiance: Boy Scout Troop 340](#)  
[Honoring Veteran: Jake Thomas - Sergeant First Class \(Retired\) - United States Army](#)

**4. ADDITIONS AND DELETIONS:**

**5. PRESENTATIONS/AWARDS/REPORTS:**

- A. [Presentation - Operation Deltona Cares update presented by Chief Robert Donaldson.](#)

**6. DELTONA COMMUNITY EVENTS:**

**7. CONSENT AGENDA:**

- A. [Request for approval of minutes of the Special and Regular Commission](#)

[Meeting of November 3, 2025, as presented.](#)

- B. [Request for approval of Resolution No. 2025-93, authorizing the City Manager or designee to execute the agreement with Bright Community Trust, Inc.; to administer the Community Land Trust program as authorized by the Local Housing Assistance Plan \(LHAP\)](#)

**Background:**

Resolution No. 2025-68, approved on July 7, 2025, established the City's Community Land Trust (CLT) Program. Resolution No. 2025-93 adopts a policy to implement the program and authorizes agreements with Bright Community Trust to manage it as approved by exception.

Deltona continues to face a shortage of attainable housing, particularly for households earning up to 140% of the Area Median Income, for First Responders. High land costs remain a major factor affecting affordability. The CLT model helps preserve long-term affordability by keeping land under nonprofit ownership and selling or leasing the homes to income qualified households through long term ground leases.

The resolution allows the City to convey property to Bright Community Trust, with deed restrictions and reverter clauses, for the development and maintenance of affordable housing. It authorizes the City Manager or designee to execute agreements in accordance with purchasing policy.

- C. [Request for approval of Resolution No. 2025-154, Final \(Year End\) Budget Amendment for Fiscal Year 2024-2025.](#)

**Background:**

In accordance with Florida Statutes 166.241, the City Commission has 60 days following the fiscal year end to amend the budget. This amendment is necessary to account for unanticipated revenues and expenditures that have occurred since the adoption of the original budget. These amendments are for both revenues and expenditures of operations, capital outlay and capital improvements.

This final budget amendment is always completed in November of each year.

- D. [Request for approval of Resolution No. 2025-158, Third Amendment to Site Agreement for Land Verizon Communications.](#)

**Background:**

The City entered into a Site Agreement for Land dated September 1, 1999 which was amended on April 17, 2000, and November 14, 2016. Now, Cellco Partnership d/b/a Verizon Communications Inc.

seeks to enter into a Third Amendment for Site Agreement for Land. This proposed amendment provides for the following:

1. Provide a one-time payment in the amount of Twenty-Seven Thousand Five Hundred Dollars (\$27,500.00) to the City.
2. Provide Tenant with the option to extend the Lease for each of four (4) additional five (5) year renewal terms.
3. Grant to Tenant an irrevocable option to expand the Leased Premises to include an additional five hundred (500) square feet, contiguous to the Leased Premises, subject to City approval as to shape and location.
4. The City would also gain the right to locate communications infrastructure on all towers located at the Leased Premises at no cost.
5. All other modifications to the lease are expressly provided in the Third Amendment to Site Agreement for Land, attached hereto and incorporated herein as Exhibit "A".

E. [Request for approval of Resolution No. 2025-167, to Award Bid#25021 \(Exhibit "A"\), Janitorial Services to Clean Space, LLC.](#)

**Background:**

Staff conducted a bid solicitation for janitorial services for the cleaning of City Hall, 2345 Providence Blvd. Deltona, FL. 32725 and compared costs for 3-day and 5-day a week service contracts. Staff recommends award of Bid #25021(Exhibit "A" of Resolution No. 2025-167) to Clean Space, LLC to provide janitorial services at City Hall five days per week at a budgeted cost of \$37,156.20 per year for the next three years with the option to renew for two additional one-year periods upon mutual agreement of both parties.

F. [Request for Annual approval of Resolution No. 2025-162, Approval to Transmit the Affordable Housing Advisory Committee 2025 Incentive Review, and Recommendation Report to the Florida Housing Corporation.](#)

**Background:**

Requesting adoption of Resolution No. 2025-162 to transmit the 2024 AHAC Incentive Review and Recommendation Report to the Florida Housing Finance Corporation, which is reviewed annually.

Annually, the Affordable Housing Advisory Committee (AHAC) reviews local policies and regulations to identify actions that support affordable housing. The Committee approved the 2024-2025 report on October 15, 2025. The City is required to submit the AHAC report each year to the Florida Housing Finance Corporation to evaluate the implementation of approved strategies.

G. [Request for presentations before the City Commission.](#)

[The following presentation has been requested:  
Wig Out Cancer Event](#)

**Background:** N/A

H. [Request for recognitions for the month of November.](#)

[The following recognition has been requested:  
Proclamation - Lung Cancer Awareness Month](#)

**Background:** N/A

8. ORDINANCES AND PUBLIC HEARINGS:

A. [Quasi-judicial Hearing - Ordinance No. 32-2025, A request to amend the Official Zoning map to rezone ±7.93 acres of land located along the East Howland Boulevard Corridor north of Pine Ridge High School from Commercial \(C-1\) to Mixed-Use Planned Unit Development \(MPUD\), at second and final reading.](#)

**Background:**

The applicant is requests to rezone 7.93 acres at 930 Howland Boulevard from C-1 to MPUD for a two-phase development: a self storage facility with office space on Lot 1 and future commercial development on Lot 2. The MPUD allows a range of commercial uses while prohibiting discount retail, large format stores, car washes, and certain automotive uses.

The project includes landscaping, buffers, pedestrian connections, and stormwater management. A Traffic Impact Analysis shows acceptable levels of service on Howland Boulevard. The proposal is consistent with the Comprehensive Plan and meets LDC standards.

The City Commission voted 4-3 to approve first reading. The applicant agreed to prohibit residential uses, and staff will review cross-access during site plan/engineering. The Planning and Zoning Board had previously recommended denial due to compatibility and traffic concerns. Staff recommends the City Commission conduct a public hearing on Ordinance No. 32-2025.

B. [Public Hearing - Ordinance No. 33-2025, Amendment to Chapter 82 "Communication Antennas and Towers, at second and final reading.](#)

**Background:**

Ordinance No. 33-2025 updates Chapter 82 "Communication Antennas and Towers" to align with the current Land Development Code. The ordinance defers tower siting and location standards to Table 110:10 of Chapter 110, removes outdated references to the

Tower Map and Deltona Lakes Community Development Plan, and adds design standards for Osprey Nesting Platforms. The Planning and Zoning Board recommended approval (7-0). At first reading, the Commission voted 6-1. Staff recommends approval at second and final reading.

C. [Public Hearing - Ordinance No. 30-2025, Amendment to Chapter 74 "Administration", at second and final reading.](#)

**Background:**

Ordinance No. 30-2025 amends Chapter 74 of the Land Development Code to comply with Senate Bill 784 (2025). The ordinance designates the Planning and Development Services Director as the administrative authority for plats and replats, per SB 784, shifting approval from the City Commission to staff as required by law. It also clarifies approval responsibilities for other development applications, establishes an Urban Infill Redevelopment Program to encourage reinvestment in small or underutilized lots, and expands citizen participation meeting notifications from 300 to 500 feet. The Planning and Zoning Board recommended approval (7-0). At first reading, the Commission voted 6-1 to approve the amendments. Staff recommends approval at second and final reading.

9. ACTION ITEMS:

A. [Request for consideration appointments to the Ordinance Review Committee.](#)

**Background:**

On April 21, 2025, the City Commission approved Resolution No. 2025-51, creating the Ordinance Review Committee provided for in Section 1-17 of the Code of Ordinances for the purpose of engaging in a comprehensive review of the Code of Ordinances of the City of Deltona. The Committee will work with a professional consultant to facilitate the review of the City's Code of Ordinance and prepare proposed revisions for consideration by the City Commission.

The Committee will consist of 7 members and will sunset after a year unless the Commission decides to renew it. The City posted the openings on its web page and has received applications from the following: Heidi Barker, Elizabeth Bertholf, Dorothy Bier, Tim Blodgett, Matthew Borgens, Kathy Bryan, Elizabeth Chavez, Ronald Coffman, Adrian Crutchfield, Brandon Hart, Randi Knighten, Christopher Leon, Jennifer Madewell, Mary Robison, Summer Soukup, Jennifer Welker and Brandy White.

B. [Selection of Vice Mayor.](#)

**Background:**

Section 5, Item (5)(a), THE VICE MAYOR: ELECTION AND DUTIES, of

the City Charter provides that: "Election. There shall be a Vice Mayor elected annually by the Commission from among the Commissioners. Such election shall take place at the first meeting after the general election."

**10. CITY ATTORNEY COMMENTS:**

**11. CITY MANAGER COMMENTS:**

**12. CITY COMMISSION COMMENTS, REQUESTS & REPORTS:**

**13. ADJOURNMENT:**

*CONTINUATION OF PUBLIC FORUM*

*\*This is only for individuals who submitted a request to speak form during the 6:00 p.m. Public Forum and were not afforded the opportunity to speak.*

*NOTE: If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based (F.S. 286.0105).*

*Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Manager in writing at CityManager@deltonafl.gov or to Deltona City Hall, 2345 Providence Blvd., Deltona, FL 32725 at least 48 hours prior to the meeting at which the person wishes to attend. The City is not permitted to provide the use of human physical assistance to physically handicapped persons in lieu of the construction or use of ramps or other mechanical devices in order to comply with Florida law. If proper accommodations for handicapped access cannot be made at a particular public meeting venue pursuant to a timely written request under Section 286.26 F.S., the City Manager shall change the venue of that meeting to a location where those accommodations can be provided.*

**DECORUM POLICY:** The City of Deltona has a significant interest in conducting orderly and efficient public meetings, which includes preventing disruption, promoting civility, and preserving decorum. To that end, behavior which disrupts or impedes the efficient and orderly conduct of any public meeting, as determined by the Mayor, or presiding officer, or a majority of the City Commission, is not permitted. The Mayor, or presiding officer, or a majority of the City Commission, may interrupt, warn, or terminate a speaker's statement when that statement is too lengthy, personally directed, abusive, obscene, irrelevant, or otherwise reasonably perceived to be a disruption to the fair and orderly progress of the discussion at hand. The Mayor, or presiding officer, or a majority of the City Commission, may also interrupt any part of the meeting to warn any individual that they are being disruptive or otherwise impeding the efficient and orderly conduct of the meeting. The Mayor, or presiding officer, or a majority of the City Commission, may require any individual to leave a public meeting for its duration if that individual is unable to observe this Policy after being warned. Should an individual be required to leave a meeting for violating this Policy, that person shall be escorted from Commission Chambers by a Volusia Sheriff's Deputy.

**PUBLIC FORUM:** Public Forum will begin at 6:00 PM at the start of each regular meeting and will conclude after 30 minutes. Comments during Public Forum are limited to items of City business that are listed on the Agenda and/or items that are not listed on the Agenda. Comments regarding listed Agenda items will take place after discussion of each item. Please be courteous and respectful of the views of others. In order to address the Commission, citizens must fill out a public participation slip and give it to the Deputy City Clerk. All citizen comments are limited to 3 minutes and shall be addressed to the Mayor or the Commission as a whole. Members of the City Commission shall not enter into discussion or respond to a citizen's comments other than to give directions or to ask for clarification. However, individual Commissioners may choose to respond under the "City Commissioner Comments" portion of the meeting.

**CONSENT AGENDA:** The Consent Agenda contains items that have been determined to be routine and non-controversial. If discussion is desired by any member of the City Commission, that item must be removed from the Consent Agenda and considered separately. All other matters included under the Consent Agenda will be approved by one motion. Citizens with concerns should address those concerns by filling out a public participation slip and giving it to the Deputy City Clerk prior to Consent Agenda items being pulled.