

REGULAR CITY COUNCIL MEETING MINUTES  
COUNCIL CHAMBERS – CITY HALL  
1000 CITY CENTER CIRCLE  
PORT ORANGE, FLORIDA  
AUGUST 6, 2019

THE REGULAR CITY COUNCIL MEETING of the City of Port Orange was called to order by Mayor Donald O. Burnette at 6:30 p.m.

OPENING

Silent Invocation

Pledge of Allegiance

|           |               |                                                                                                                                          |
|-----------|---------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Roll Call | Present:      | Council Member Marilyn Ford<br>Councilman Drew Bastian<br>Councilman Scott Stiltner<br>Vice Mayor Chase Tramont<br>Mayor Donald Burnette |
|           | Also Present: | City Manager Jake Johansson<br>Deputy City Attorney Matthew Jones<br>City Clerk Robin Fenwick                                            |

Motion to remove item #15 from the Consent Agenda for further discussion after item #6 was made by Council Member Scott Stiltner and Seconded by Council Member Drew Bastian. Motion carried unanimously by voice vote.

SPECIAL AWARDS, REPORTS, RECOGNITION AND PROCLAMATIONS

4. Presentation of Master Municipal Clerk Designation by Florida Association of City Clerks

Pat Burke, East Central District Director with Florida Association of City Clerks, presented Robin Fenwick, City Clerk, with the pin and plaque for earning the Master Municipal Clerk Certification. Mrs. Fenwick is the first City Clerk in Port Orange to earn this designation.

5. Police Department Recognition Award of Merit Presentation

Thomas Grimaldi, Police Chief, presented an Award of Merit to Officer Jarrad Alevisatos

6. Recognition of Monica Marschick-Melendez and Jennifer Roberson on becoming U.S. Citizens

Mayor Donald Burnette recognized City employees, Monica Marschick-Melendez and Jennifer Roberson on becoming U.S. Citizens recently.

Item 15. Resolution No. 19-36 - Naming the Boat Ramp under the bridge at Causeway Park the "Frank Scofield Memorial Boat Ramp"

Mayor Burnette read Resolution No. 19-36.

RESOLUTION NO. 19-36

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; NAMING THE BOAT RAMP AND LAUNCH FACILITIES AT CAUSEWAY PARK IN HONOR OF VOLUSIA COUNTY SENIOR DEPUTY SHERIFF FRANK SCOFIELD; PROVIDING THAT THE BOAT RAMPS AND LAUNCH FACILITIES BE NAMED THE "FRANK SCOFIELD BOAT RAMPS AND LAUNCH FACILITIES"; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Resolution No. 19-36  
was made by Council Member Scott  
Stiltner and Seconded by Council  
Member Drew Bastian.

Council Members and citizens spoke regarding Senior Deputy Frank Scofield's life and service to the community.

Motion carried unanimously by roll call  
vote.

CONSENT AGENDA

7. Public Comments on Consent Agenda Items Only

Robert Reinhagen, citizen, spoke regarding his concerns on items 10(b) and 11.

8. Agenda Approval

Motion to approve the agenda as  
amended was made by Vice Mayor  
Chase Tramont and Seconded by  
Council Member Drew Bastian. Motion  
carried unanimously by voice vote.

Motion to remove item #16 for further discussion was made by Council Member Scott Stiltner and Seconded by Council Member Drew Bastian. Motion carried unanimously by voice vote.

9. Approval of Minutes
  - a. July 16, 2019 - Regular City Council Meeting
  - b. July 18, 2019 - City Council Budget Workshop
  - c. July 24, 2019 - City Council Budget Workshop
  - d. July 30, 2019 - City Council Special Meeting
10. Bid Awards and Contract Items
  - a. Award of ITB #19-20 to M&B Tree Service LLC for Palm Tree Trimming
  - b. Approval of Task Authorization No. 23 (CA4619) - Mead & Hunt Inc. - Design/Permitting for Ponce Deleon Circle Sanitary Sewer Improvements
11. Approval of HUD CDBG Annual Action Plan for PY19 (October 1, 2019-September 30, 2020)
12. Resolution No. 19-28 - Supporting the East Central Florida Regional Resiliency Action Plan
13. Resolution No. 19-34 - Ratifying and Accepting \$5,000 grant from Target Corporation for Shop with A Cop Program
14. Resolution No. 19-35 - Ratifying and Accepting \$105,492.00 for 2019-2020 Victims of Crime Act (VOCA) Grant
15. Resolution No. 19-36 - Naming the Boat Ramp under the bridge at Causeway Park the "Frank Scofield Memorial Boat Ramp"
16. Approval of the Fee Matrix for the 5k Run with Halifax Health Hospice
17. Approval of Fee Matrix Discount for Parkinson's Association Daytona Beach Fun Walk

Motion to approve the Consent Agenda as amended was made by Vice Mayor Chase Tramont and Seconded by Council Member Scott Stiltner. Motion carried unanimously by roll call vote.

Item 16. Approval of the Fee Matrix for the 5k Run with Halifax Health Hospice

Mayor Burnette asked the representative from Halifax Health Hospice to provide information on her event.

Motion to approve item #16 was made by Vice Mayor Chase Tramont and Seconded by Council Member Marilyn Ford. Motion carried unanimously by voice vote.

CITIZEN PARTICIPATION (Non-Agenda – 15 minutes)

Big John, citizen, believes Vice Mayor Tramont should resign from the First Step Shelter Board due to a conflict of interest with his boss and Council should consider appointing Council Member Marilyn Ford or another representative.

COUNCIL COMMENTS

18. Comments/Concerns from Council Members

Vice Mayor Chase Tramont addressed the comment about resigning from the First Step Shelter Board. He serves at the will of the Council. He asked the Deputy City Attorney about panhandling. Matthew Jones, Deputy City Attorney addressed his concerns.

Council Member Marilyn Ford would like a proclamation for National First Responder's Day in October. City Clerk Robin Fenwick will coordinate with Council Member Ford.

BOARD APPOINTMENTS, INTERVIEWS, REPORTS

19. Report from KemperSports on the Cypress Head Golf

Bob Duquette, General Manager, provided details from the June 2019 reports and discussed conditions at the course. Council Member Marilyn Ford asked questions regarding the budget numbers.

20. Golf Advisory Board Report

Rich Lee, Chairman, provided an update of the recent Golf Advisory Board meetings.

21. Parks & Recreation Advisory Board Report

Mark Bowling was unable to attend.

Council took an 8-minute recess.

PUBLIC HEARING

22. Second Reading - Ordinance No. 2019-20 - Small-Scale Future Land Use Map Amendment/904 and 908 Taylor Road

Mayor Don Burnette read Ordinance No. 2019-20.

ORDINANCE NO. 2019-20

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA  
COUNTY, FLORIDA, RELATING TO COMPREHENSIVE

PLANNING; AMENDING THE FUTURE LAND USE MAP OF THE COMPREHENSIVE PLAN; AMENDING THE FUTURE LAND USE DESIGNATION FOR +/-4.4 ACRES FROM OFFICE/RESIDENTIAL TRANSITION TO COMMERCIAL; PROVIDING FOR CONFLICTING ORDINANCES, SEVERABILITY AND AN EFFECTIVE DATE.

Motion to adopt Ordinance No. 2019-20 on second reading was made by Vice Mayor Chase Tramont and Seconded by Council Member Drew Bastian. Motion carried unanimously by roll call vote.

23. Second Reading - Ordinance No. 2019-21 - Rezoning/904 and 908 Taylor Road

Mayor Don Burnette read Ordinance No. 2019-21.

ORDINANCE NO. 2019-21

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, REZONING +/-4.4 ACRES LOCATED AT 904 AND 908 TAYLOR ROAD FROM PROFESSIONAL OFFICE (PO) TO COMMUNITY COMMERCIAL (CC); AUTHORIZING REVISION OF THE OFFICIAL ZONING ATLAS; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Ordinance No. 2019-21 on second reading was made by Vice Mayor Chase Tramont and Seconded by Council Member Drew Bastian. Motion carried unanimously by roll call vote.

REGULAR AGENDA

24. First Reading - Ordinance No. 2019-8 - Dissolving the Code Enforcement Board in favor of a Special Magistrate Enforcement Method

Mayor Don Burnette read Ordinance No. 2019-8.

ORDINANCE NO. 2019-8

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, DISSOLVING THE CODE ENFORCEMENT BOARD IN FAVOR OF THE SPECIAL MAGISTRATE METHOD

OF ENFORCEMENT; AMENDING VARIOUS SECTIONS OF THE CODE OF ORDINANCES AND THE LAND DEVELOPMENT CODE TO DELETE REFERENCES TO THE "CODE ENFORCEMENT BOARD" OR "SPECIAL MASTER" AND REPLACE SAID REFERENCES WITH "SPECIAL MAGISTRATE"; PROVIDING FOR THE APPOINTMENT OF A SPECIAL MAGISTRATE AND DESCRIBING THE POWERS AND DUTIES OF THE SPECIAL MAGISTRATE; REMOVING REFERENCE TO THE CODE ENFORCEMENT BOARD ATTORNEY; AUTHORIZING THE CITY MANAGER TO MAKE DETERMINATIONS ON WHETHER TO FORECLOSE ON CODE ENFORCEMENT LIENS; PRESERVING THE VALIDITY AND ENFORCEABILITY OF ALL ADMINISTRATIVE ACTIONS, ORDERS, AND LIENS OF THE CODE ENFORCEMENT BOARD PRIOR TO THE ADOPTION OF THIS ORDINANCE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2019-8 on first reading was made by Vice Mayor Chase Tramont and Seconded by Council Member Drew Bastian.

Mr. Jones spoke as to the change giving the City Manager the authority to foreclose on a code enforcement lien. Previously, that authority was with the Code Enforcement Board.

Motion carried unanimously by roll call vote.

25. First Reading - Ordinance No. 2019-25 - Amending Section 2-262 Purchase and Sale Procedures and ratifying purchases consistent with policy actions

Mayor Don Burnette read Ordinance No. 2019-25.

ORDINANCE NO 2019-25

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, AMENDING CHAPTER 2, ARTICLE VI, DIVISION 2, SECTION 2-262 OF THE CODE OF ORDINANCES REGARDING PURCHASE AND SALES PROCEDURES; INCREASING THE PURCHASING THRESHOLD FOR A SINGLE QUOTE UP TO AND INCLUDING \$3,500.00; RATIFYING PURCHASES EFFECTIVE MAY 1, 2019; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING

ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2019-25 was made by Vice Mayor Chase Tramont and Seconded by Council Member Drew Bastian.

Dr. Scott Neils, Finance Director, spoke regarding the changes being requested. This Ordinance matches the limits with FEMA. Mr. Johansson discussed the rebates received from SunTrust Bank by using the purchasing cards.

Motion carried unanimously by roll call vote.

26. Resolution No. 19-37 - Approval of FY20 - FY25 Capital Improvement Plan (CIP)

Mayor Don Burnette read Resolution No. 19-37.

RESOLUTION NO. 19-37

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA; ADOPTING A SIX YEAR CAPITAL IMPROVEMENT PROGRAM FOR THE CITY OF PORT ORANGE FOR FY 2020 - FY 2025; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Resolution No. 19-37 was made by Vice Mayor Chase Tramont and Seconded by Council Member Drew Bastian.

Dr. Neils introduced Kevin Fall, Budget Analyst, who discussed the CIP for Fiscal Years 2020-2025. Mr. Johansson suggested using some of the contingent money in the fund balance after Finance closes out the year to fund some of the CIP items.

Motion carried unanimously by roll call vote.

COMMENTS

27. City Attorney Comments

There was nothing further to discuss or report.

28. City Manager Comments

Mr. Johansson introduced Dr. Michael Whitecotton from Ft. Leavenworth, Kansas, who is spending the week with Staff through the City-County Management Senior Fellowship Program presented by ICMA and the Department of Defense. Mr. Whitecotton explained the program allowing him to be here and thanked Staff for the opportunity.

He asked Council to schedule a Joint Special Meeting with the Town Center CRA Board to discuss Riverwalk items for 5:00 p.m. on August 20, 2019. Council agreed.

COUNCIL COMMITTEE REPORTS

29. City Council Committee Reports

- a. River to Sea TPO - No meeting yet this month.
- b. General Employees' Pension Plan - Council Member Scott Stiltner provided an update from the recent meeting.

ADJOURNMENT - 9:02 p.m.

  
\_\_\_\_\_  
Mayor Donald O. Burnette

Attest:



Robin Fenwick, MMC  
City Clerk

