

SPECIAL CITY COUNCIL MEETING MINUTES
LAKESIDE COMMUNITY CENTER
1999 CITY CENTER CIRCLE
AUGUST 11, 2015

THE SPECIAL CITY COUNCIL MEETING of the City of Port Orange was called to order by Mayor Allen Green at 6:30 p.m.

Pledge of Allegiance

Silent Invocation

Roll Call:	Present:	Councilman Bob Ford Councilman Donald Burnette Councilman Scott Stiltner Vice Mayor Drew Bastian Mayor Allen Green
	Also Present:	David Harden, Interim City Manager Margaret T. Roberts, City Attorney Robin Fenwick, City Clerk

ACTION ITEMS

4. Capital Improvement Plan (CIP)

David Harden, Interim City Manager, discussed the CIP planning process, considerations for the capital projects, types of capital improvement, as well as proposed project funds. He also discussed the changes implemented for more transparency. Projects can be funded that are currently not funded and projects can move from funded to unfunded if Council so chooses. The Plan must be approved tonight in concept but can be modified as Council works through the budget process.

Vice Mayor Bastian thanked Mr. Harden for the presentation. He asked about the drainage issue in SummerTrees Subdivision. Mr. Harden said staff is working with homeowners to see who's responsible for those issues. There may need to be some cleaning of swales by the City but the homeowners may have some items to take care of as well.

Councilman Ford asked if the Trailwood facility was going to be retained. Susan Lovallo, Parks & Recreation Director, advised that her staff is finding it very useful. Councilman Ford asked for a facility evaluation. Ms. Lovallo advised that Frank Flagg, City's Facility Manager, provided a report and recommended the roof be replaced, which is the project included in the CIP. Vice Mayor Bastian advised that the walls are concrete but there are no shutters for the windows. Councilman Ford asked what is being received for the \$1 million budgeted for planning. Andrew Neff, Public Utilities Director, explained the need for the plans and designs. There was nothing recent that could be used when he started. It needs to be updated. There is no reclaimed system map that can be used for

analysis. The program creates models for the utility's system. He postponed most of the utilities projects until the analysis can be done.

Councilman Stiltner asked how long the project will take and if this will include the whole City. He asked if the studies can be done in phases. Mr. Neff believes it will be a year-long project. The report will look 5, 10, 15, 20 years out and connect to a financial plan. He doesn't recommend splitting it into phases since it will need to be comprehensive. Staff needs to have a complete understanding of the needs of the infrastructure. Councilman Burnette asked how long the model will look into the future. Mr. Neff said it can be a lifelong model with updates. Councilman Burnette asked where the \$1 million figure came from. Mr. Neff said his experience and other agencies of similar size who have recently done the modeling. He also discussed the cost with some firms. Mayor Green asked if a contract can be written specific enough to accomplish the goals. Mr. Neff confirmed yes. Councilman Ford would like more information/details on how this will work and why it is so crucial. Mr. Harden added details from his experience. Modeling could show issues that the staff is not aware of.

Councilman Ford asked what the Enterprise Resource Planning system is for. Mr. Harden advised that \$1 million is appropriated already and this will replace the whole HTE system. Councilman Ford asked if this should be spent this year rather than help Finance in other ways. Tracey Riehm, Finance Director, recommend allocating the money so that the program can be implemented in the very near future. Alan Rosen, Interim Assistant City Manager, advised that process improvement would need to happen with the new software implementation.

Councilman Ford has mixed feelings on the Dunlawton sign into the City Center Complex. Mr. Harden said it is up to the Council if they want to keep it or not. Councilman Ford believes it should be moved out more toward the road so that it is seen better. Councilman Stiltner agreed.

Councilman Stiltner supports the HTE change out. He wants a system that is more effective and user-friendly. He wants to see the stormwater and drainage items moved to the funded list. He believes those projects are a priority. Mr. Harden directed Council to page 41 showing a funded project that could be moved to another project.

Councilman Burnette asked if the road pavement and inventory condition assessment can be done in-house. Mr. Harden advised that the companies have special equipment to ride through the city and video the condition of the roads. Branford Adumuah, Public Works Director, advised that the pavement should be reviewed based on age, as well as the condition. The firm will drive all of the City's roads and provide a report on what should be replaced first. It is a comprehensive seven-year plan to systematically fund the maintenance of the road system. Mayor Green said the City of Ormond Beach has a great system. He asked Mr. Adumuah to check with them on their system. Councilman Burnette would like to see the final study, as well as the plan that comes from the study. He asked Mr. Neff to discuss the meter replacement program. Mr. Neff said the program will last another three years of replacement. Thereafter, the failure rate of the meters will be analyzed rather than just replacing all meters again. Councilman Burnette asked Mr.

Harden for options on the sign at Dunlawton. He asked if the new Police Department stucco needs to be replaced by the contractor since it's a new building. Mr. Harden will check into it.

Newton White, citizen, discussed the millage rate increase. He believes the City's funds are in abundance. He doesn't agree with a lot of the items listed in the budgets.

Ted Noftall, citizen, doesn't believe all of the funds being taxed are going to be spent.

Motion to approve the CIP conceptually as presented was made by Councilman Burnette, Seconded by Councilman Stiltner. Motion carried 4-1 by roll call vote with Councilman Ford voting no.

Council agreed to schedule more budget hearings before September to discuss each fund.

5. Public Utilities Budget

Mr. Harden discussed the revenue sources, operating expenses, and changes to the organizational chart for Public Utilities.

Councilman Ford believes the budget presented for Public Utilities is reasonable. He cautioned Council with financing utility needs.

Mr. Noftall asked what the profit is for the utility fund. Mr. Neff explained that the "profit" is not called a profit for public entities. A revenue sufficiency analysis is done to ensure there is enough funds being received to cover the expenses for the fund.

Mr. White asked what a surplus in the utility account would fund. Mr. Harden said it could pay for administrative costs of the City after paying for the cost of the system.

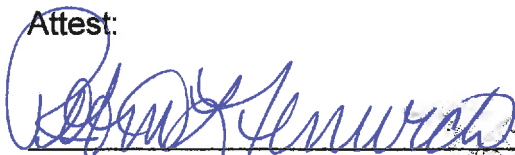
Mr. Harden discussed possible dates for budget meetings.

ADJOURNMENT: 8:08 p.m.



Mayor Allen Green

Attest:



Robin Fenwick, City Clerk

