



PORT ORANGE CITY COUNCIL

SPECIAL MEETING

Council Chambers

Friday, July 31, 2020 @ 4:00 PM

SPECIAL MEETING AGENDA

Pursuant to Section 3.06 of the Charter of the City of Port Orange, the Mayor has called a **Special Meeting** of the City Council to be held for the following purposes:

OPENING

1. Silent Invocation
2. Pledge of Allegiance
3. Roll Call

DISCUSSION ITEMS

4. Tropical Storm Isaias Preparations

ADJOURNMENT

NOTICES – PURSUANT TO SECTION 286.0105 OF THE FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THIS PUBLIC MEETING OR HEARING, SUCH PERSON WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE, SUCH PERSON 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. THE CITY DOES NOT PREPARE OR PROVIDE SUCH A RECORD.



FOR SPECIAL ACCOMMODATIONS, PLEASE NOTIFY THE CITY CLERK'S OFFICE (PHONE: 386-506-5563) AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING OR HEARING DATE.



HELP FOR THE HEARING IMPAIRED IS AVAILABLE THROUGH THE ASSISTIVE LISTENING SYSTEM RECEIVERS CAN BE OBTAINED FROM THE CITY CLERKS' OFFICE.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS AN ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, THE PROVISION OF CERTAIN ASSISTANCE. PLEASE CONTACT THE CITY CLERK FOR THE CITY OF PORT ORANGE, 1000 CITY CENTER CIRCLE, PORT ORANGE, FLORIDA 32129, TELEPHONE NUMBER 386-506-5563, CITYCLERK@PORT-ORANGE.ORG, AS FAR IN ADVANCE AS POSSIBLE, BUT PREFERABLY WITHIN 2 WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE OR 5 DAYS PRIOR TO THE MEETING OR HEARING DATE. IF YOU ARE HEARING OR VOICE IMPAIRED, CONTACT THE RELAY OPERATOR AT 7-1-1 or 1-800-955-8771.

UPON REQUEST BY A QUALIFIED INDIVIDUAL WITH A DISABILITY, THIS DOCUMENT WILL BE MADE AVAILABLE IN AN ALTERNATE FORMAT. IF YOU NEED TO REQUEST THIS DOCUMENT IN AN ALTERNATE FORMAT, PLEASE CONTACT THE CITY CLERK WHOSE CONTACT INFORMATION IS PROVIDED ABOVE.

ANY INVOCATION THAT IS OFFERED BEFORE THE OFFICIAL START OF THE CITY COUNCIL MEETING SHALL BE THE VOLUNTARY OFFERING OF A PRIVATE PERSON, TO AND FOR THE BENEFIT OF THE CITY COUNCIL. THE VIEWS OR BELIEFS EXPRESSED BY THE INVOCATION SPEAKER HAVE NOT BEEN PREVIOUSLY REVIEWED OR APPROVED BY THE CITY COUNCIL OR THE CITY STAFF, AND THE CITY IS NOT ALLOWED BY LAW

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TO ENDORSE THE RELIGIOUS BELIEFS OR VIEWS OF THIS, OR ANY OTHER SPEAKER. PERSONS IN ATTENDANCE AT THE CITY COUNCIL MEETING ARE INVITED TO STAND DURING THE OPENING INVOCATION AND PLEDGE OF ALLEGIANCE. HOWEVER, SUCH INVITATION SHALL NOT BE CONSTRUED AS A DEMAND, ORDER, OR ANY OTHER TYPE OF COMMAND. NO PERSON IN ATTENDANCE AT THE MEETING SHALL BE REQUIRED TO PARTICIPATE IN ANY OPENING INVOCATION THAT IS OFFERED. A PERSON MAY EXIT THE CITY COUNCIL CHAMBERS AND RETURN UPON COMPLETION OF THE OPENING INVOCATION IF A PERSON DOES NOT WISH TO PARTICIPATE IN OR WITNESS THE OPENING INVOCATION.

PUBLIC PARTICIPATION INSTRUCTIONS

Due to the Novel Coronavirus Disease 2019 (COVID-19) and Federal, State, County, and the City's Declarations of State of Emergency, and City of Port Orange Executive Order 9, the City of Port Orange will be calling meetings only when necessary, and conducting public meetings using communications media technology until the Local State of Emergency has concluded. Those wishing to attend meetings are encouraged to join the meeting through electronic means.

The July 31, 2020 City Council Meeting will be conducted physically in Council Chambers at City Hall, 1000 City Center Circle with an opportunity to participate virtually. Access in Council Chambers will be limited in order to comply with the safety instructions relating to COVID-19.

To view and/or participate in the City Council meeting on July 31, 2020, which begins at 4:00 p.m., you have the following additional options:

1. Watch the meeting online, but not participate:

You may watch the meeting via Spectrum Channel 498 or through the City's YouTube Channel:
<https://www.youtube.com/channel/UCTYNmc7tZVRrB2NH5-Oj7hg>

2. Watch the meeting online and provide public comment prior to the meeting:

You may watch the meeting as listed above, and also provide written comments no less than 3 hours prior to the meeting time by emailing City Clerk Robin Fenwick at cityclerk@port-orange.org, regular mail at 1000 City Center Circle, Port Orange, FL 32129, or place it in the Drop Box at the front door of City Hall. Please include your full name, city of residence, and comments by the deadline and your comments will be read into the record. There is also a form located on the City's website at: www.port-orange.org/publiccomments which can be submitted electronically. Time limits will be enforced so written comments must be limited to no more than 3 minutes.

3. Watch the meeting online and provide public comment during the meeting:

Request to Speak instructions:

To request to attend virtually and speak during the meeting, you must complete the Request to Speak form prior to the start of the meeting to be placed on a list. You may access the form by visiting www.port-orange.org/publiccomments. You must fill out all required information for the form to be submitted. Forms are due to the City Clerk no later than 24 hours prior to the meeting date/time. Once the form is received, the meeting link and instructions will be provided to you via email.

For additional information or for special assistance prior to the meeting, please contact Robin Fenwick, City Clerk, cityclerk@port-orange.org or (386) 506-5563.



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 7/31/2020

Consent item: No

SUBJECT: (4) Tropical Storm Isaias Preparations

DEPARTMENT: City Manager

GOAL:

RECOMMENDED MOTION:

SUMMARY:

Please find an update on storm preparations attached to this email. At this point we don't expect it to be a large event, but we want to be prepared and not caught off guard. Hopefully it will be a good drill going into the height of hurricane season mixed with Covid-19. The main points...

2 sand bag locations to start with (we don't expect too much demand right now, but will monitor)

Coraci and Adult Center for now.

See updated attached for more detail

Staff Shelter

We plan on making a decision later today

Special meeting and public information

Facebook live with the Mayor today a 2:30 PM and tomorrow at 9 AM

I will be preparing a POP email for city employees sometime today to keep them abreast of what we are doing as an organization and what might be expected of them and to remind them to make their own personal plans and preparations.

Tomorrow 4 PM, Council Chambers

Activating EOC

Will make a decision likely tomorrow

Call Center

Call volume for this storm is almost non-existent. If call volume increases, we might set a phone bank up for the weekend. County has not active their CIC.

Keep in mind there are always non-emergency numbers people can call to report hazards, etc. and we will remind people of those before the weekend.

Project No.: Funding Account No.:

Presenter:

ATTACHMENTS:

1.	Tropical Storm Isaias Preparation 7-30-2020	Tropical Storm Isaias Preparation 7-30-2020.docx
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Robin Fenwick

Created/Initiated - 7/30/2020

Tropical Storm Isaias Preparation

Honorable Mayor and Council,

Staff continues to monitor the progress of Tropical Storm Isaias. As you may have seen over the last 24 hours, the track keeps radically changing and we are still unsure of the potential impact to Port Orange.

I have been, and continue to be, in close contact with:

- Port Orange Emergency Management Coordinator Shannon Ball
- Volusia County Emergency Manager Jim Judge
- City Managers in Volusia County
- All City Departments

We had a department head meeting this morning and discussed possible preparations and response depending on what Isaias decides to do. As of this time, I don't expect the federal, state or county government to declare an additional state of emergency. However, if they do, I will request we follow suit. If the federal government does not declare an emergency, there will be no Public Assistance and we will not be reimbursed for expenses. I am keeping this and Covid-19 in mind as we decide how, and if, to activate.

The following are actions we have taken, are contemplating or will take.

- All
 - Beginning to notify staff that they may be called in this weekend if forecast warrants.
 - Special meeting set up for tomorrow (Friday) at 4 PM. We expect this to be more of an update than an emergency declaration, but that will be up to the circumstances at the time.
 - Will make activation timing and level decision tomorrow and let staff know.
- PIO
 - Facebook live with the Mayor today at 2:30 PM and tomorrow at 9 AM.
 - Most likely to keep everyone calm. Let them know we are on top of it and that at this point it should be not much of an event, but keep safe and have a plan.
- Public Works/Utilities
 - Checked generators and topped them off
 - Topped off chemicals at water plants
 - Stormwater system levels are appropriate for possible storm as anticipated
 - Opening 2 sand bag distribution locations this afternoon:
 - Adult Center on Ridgewood at 2:30 PM – 7:30 PM until supplies run out
 - Coraci Sports Complex at 2:30 PM – 7:30 PM or until supplies run out
 - These would be open on Friday also depending on supply and need.
 - Limit 12 bags per household. We are encouraging people to keep these throughout the storm season.
 - We have 3 other locations we can open up if it looks like there is a need.
 - Staff may have option of taking city vehicle home to decrease response time, if needed
- Finance
 - Created Project number to track expenses

- Monitoring calls and call volume regarding storm information to determine if we need a phone bank. County so far is not opening theirs.
- Emergency Operations
 - Prepared EOC for staff
 - Sent out Incident Command System Forms 214 (ICS FORMS) to staff for tracking work related to storm.
 - Changed EOC activation plan to spread people out due to Covid-19.
 - EOC staff locations now include:
 - City Hall
 - DLH City Center Annex
 - Fire Station 73
 - EOC
 - PD offices
- Parks and Recreation
 - Discussed staff sheltering options and limits. Will likely not need shelters at this time, but this is a good exercise to determine how/if to shelter during Covid-19. Locations could include YMCA, Former Allen Green Center, and Lakeside.
 - Will make sheltering decision this afternoon and let staff know.
- PD and Fire
 - Will likely not need to staff A/B shifts for this storm and will hopefully be able to maintain normal staffing levels.
 - Communication redundancy is available: first option is Microsoft Teams, then cell phones, then radio communications.