



PORT ORANGE CITY COUNCIL WORKSHOP

Council Chambers

Tuesday, October 27, 2020 @ 5:30 PM

WORKSHOP AGENDA

Pursuant to Section 3.06 of the Charter of the City of Port Orange, the Mayor has called a **Workshop** 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. Status update for the City projects on the River to Sea Transportation Planning Organization (R2CTPO) List of Prioritized Projects
5. Status on the City's new software solution for building and development permits and inspection services.

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 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.



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/27/2020

Consent item: No

SUBJECT: (4) Status update for the City projects on the River to Sea Transportation Planning Organization (R2CTPO) List of Prioritized Projects

DEPARTMENT: Community Development

GOAL:

RECOMMENDED MOTION:

SUMMARY: Staff will be presenting a PowerPoint that provides an update on the status of the City's current roadway and pedestrian sidewalk/trail projects on the River to Sea Transportation Planning Organization (R2CTPO) 2020 List of Prioritized Projects and how anticipated revenue loss by FDOT could impact the status/timeframe on some of the City's projects.

Each year the City submits roadway and pedestrian sidewalk/trail projects to the R2CTPO to qualify for funding of a feasibility study and the implementation (design and construction) using federal transportation funding through the FDOT Local Agency Program (LAP). If the projects are selected by the TPO and the City chooses to fund them, the projects will generally require a minimum 10% match by the City. Projects previously completed/near completed under this program include the Spruce Creek Road/Dunlawton Avenue intersection, Taylor Road/Devon Street signal, Dunlawton Avenue right-turn lane at Village Trail, Herbert Street sidewalk, Hebert Street right-turn lane at Clyde Morris Boulevard, Spruce Creek Trail south of Taylor Road, McDonald Road sidewalk, Victoria Gardens sidewalk, Spruce Creek sidewalk north of Nova Road, and the Dunlawton Avenue Streetlights.

Along with anticipated revenue loss by FDOT in the upcoming years for Local Agency Program (LAP) projects and the recent FDOT policy change that increased the minimum design cost for a project to \$250,000 for a local project to qualify as a LAP projects the City will need to revise the approach to requesting funding for transportation and pedestrian improvement projects through the River to Sea TPO and FDOT. City staff began working with River to Sea TPO and FDOT this summer on how to adjust our request on the current List of Prioritized Projects to secure funding and also how to submit future projects to the List of Prioritized Projects based on the new LAP policy. The intent is to bundle similar type projects to reach the \$250,000 design threshold with the next call for projects. In addition to meeting the new policy threshold to receive federal funding for design, bundling may result in savings.

Bundling similar projects can produce cost savings due to economies of scale. Repeatable details and similar design can save both design and construction time and bundling multiple projects can lower the cost for materials.

Project No.: Funding Account No.:

Presenter:

ATTACHMENTS:

Tim Burman	Created/Initiated - 10/22/2020
Tim Burman	Approved - 10/22/2020
Jamie Miller	Approved - 10/22/2020
Robin Fenwick	Final Approval - 10/22/2020



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE 10/27/2020

Consent item: No

SUBJECT: (5) Status on the City's new software solution for building and development permits and inspection services.

DEPARTMENT: Community Development

GOAL:

RECOMMENDED MOTION:

SUMMARY: Staff will be presenting a general overview on the new software solution that will be implemented in 2021 that will provide an on-line and paperless permitting, inspection, permit history retention, land management, and code enforcement solution for the City of Port Orange. Our current legacy software, Naviline, is over 2 decades old and doesn't meet the needs of the City's residents and customers. The new software solution will allow the following processes or services to be improved or implemented:

- Improve efficiency in the submittal and review of building permits and other development applications.
- Improve and expand options for paying and receiving approved building and development permits.
- Improve the scheduling of building permit inspections and real time access to the inspection results.
- Move away from paper-based submittals of building and development permits and toward the submittal of building and development permits electronically.
- Reduce phone calls from customers as more information on their permit will be available on-line.
- Improve capabilities and monitor in real-time permit intake, type, review time, etc. and develop custom reports; and
- Integrate as needed with other applications and capable of cross-platform with other City software solutions.

The new software solution will eliminate cumbersome and inefficient work methods and radically transform the business process into a modern, more efficient experience for both the City's regulatory agencies (SDRC, building, code enforcement, and land development) and external users. The new software solution is anticipated to change how our citizens and business users interact with the City, resulting in a more effective and shorter land process for our citizens and business stake holders.

Staff is also in the early process of developing a campaign to keep residents and contractors aware of pending improvement and changes to the permitting process and inspection service along with developing training materials (videos, workshops/training, job aids, social media posts, etc.) for internal staff, residents, and contractor customers

on use of the new software solution.

Similar to the implementation of Workday, staff will provide updates to Council throughout the implementation of the new software at workshops, Council meetings, and the City Manager's weekly report.

Project No.: Funding Account No.:

Presenter:

ATTACHMENTS:

Tim Burman	Created/Initiated - 10/22/2020
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