

REGULAR CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
NOVEMBER 17, 2020

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.

Silent Invocation

Pledge of Allegiance

Roll Call

Present:

Council Member Marilyn Ford
Council Member Chase Tramont
Council Member Scott Stiltner
Vice Mayor Drew Bastian
Mayor Donald Burnette

Also Present:

City Manager Jake Johansson
City Attorney Matthew Jones
City Clerk Robin Fenwick

PROCLAMATIONS & RECOGNITION

4. Awards ceremony for Police Department

Thomas Grimaldi, Police Chief, provided recognition to several officers for their work on an investigation. Council thanked them for their hard work.

5. Purple Heart City Proclamation

Mayor Don Burnette presented the proclamation to Commander Rolf Mattar.

CONSENT AGENDA

6. Public Comments on Consent Agenda Items Only

There were none.

7. Agenda Approval

There were no changes requested by Council.

Motion to approve the Agenda as presented was made by Council Member Marilyn Ford and Seconded by Council Member Chase Tramont.

Motion carried unanimously by voice vote.

8. Approval of Minutes
 - a. November 4, 2020 - Regular City Council Meeting
 - b. November 10, 2020 - Special City Council Meeting
9. Bid Awards and Contract Items
 - a. Award of Contract to AG Pifer for ITB 20-15 Parks Maintenance building
 - b. Approval of Change Order #2 to Task Authorization #10 to DJ Design Contract for Interior Design Services for the REC
 - c. Approval of Seventh Amendment to Agreement Between the City of Port Orange and the County of Volusia Regarding the Provision of Fire Suppression Services to a Certain Service Area
10. Resolution No. 20-22 - Approval of Grant Agreement for \$225,840 from U.S. Department of Housing and Urban Development Community Development Block Grant Coronavirus Funds
11. Resolution No. 20-65 - Budget Appropriation - FY20 Budget Execution Review - Final Year End True-Up
12. Resolution No. 20-67 - Correction/Appropriation for FY21 Operating and Capital Budget
13. Resolution No. 20-69 - Budget Resolution to appropriate funds for the CDBG-CV Grant Award
14. Resolution No. 20-70 - Partial Easement Vacation - Lot 23 of Waters Edge Phase XII (6831 Forkmead Lane)

Motion to approve the Consent Agenda as presented was made by Council Member Chase Tramont and Seconded by Council Member Marilyn Ford. Motion carried unanimously by roll call vote.

CITIZEN PARTICIPATION (Non-Agenda – 20 minutes)

There were no comments from the public.

COUNCIL COMMENTS

15. Comments/Concerns from Council Members

Council had no comments to discuss.

BOARD APPOINTMENTS, INTERVIEWS, REPORTS

16. Citizen Advisory Committee for TPO

Bobby Ball, citizen, provided an update from their recent meeting. He asked Council for

feedback on his reporting method. Council is happy with his reporting and asked him to let them know if they can help with anything.

REGULAR AGENDA

17. First Reading - Ordinance No. 2020-38 - Animal Control Ordinance Amendment - Re: Adequate Shelter and Anti-tethering

Mayor Don Burnette read Ordinance No. 2020-38.

ORDINANCE NO. 2020-38

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, AMENDING CHAPTER 10, SECTION 10-3, CODE OF ORDINANCES, TO ADD DEFINITIONS FOR "ADEQUATE FOOD", "ADEQUATE WATER", AND "ADEQUATE SHELTER"; AMENDING CHAPTER 10 TO ADD REGULATIONS RELATED TO TETHERING DOGS OR CATS TO STATIONARY OBJECTS WHILE OUTDOORS; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to adopt Ordinance No. 2020-38 was made by Vice Mayor Drew Bastian and Seconded by Council Member Chase Tramont. Motion carried unanimously by roll call vote.

18. Approval of Amended YMCA Waiver and Deferral Letter

Motion to approve was made by Vice Mayor Drew Bastian and Seconded by Council Member Scott Stiltner.

Alan Rosen, Assistant City Manager, provided details of the analysis staff has worked on. He recommended 50% rent for December and make a final decision then. Council wants an Agreement in place no later than January 31, 2021 with an agenda item to discuss specifics on December 1, 2020 and final consideration no later than the December 15, 2020 Council meeting.

Motion carried unanimously by roll call vote.

19. Feral Cat Program Update

Police Chief Thomas Grimaldi provided the background of the approval of the new program and introduced Lt. Tom Aiken who provided the details of implementation of the TNR program, along with an update of how the program is working currently and answered questions from Council.

Shira Wild, citizen, spoke regarding the issues she sees with the program. She suggested the City apply for grants to help fund it.

Kate Atwood, citizen, thanked the City for their work at her neighbor's house. The cat colony was affecting her property under the old program.

20. Approval of RFP 21-05 Scope and Form Contract for Executive Search Firm for City Manager Recruitment

Move to approve the scope of services and form contract as presented, and to authorize staff to issue a request for proposals for an executive search firm for the recruitment and selection of a new City Manager was made by Vice Mayor Drew Bastian and Seconded by Council Member Scott Stiltner.

Jamie Miller, Administrative Services Director, asked for feedback from Council on the scope of the RFP.

Council asked for the following changes:

- Screening section - add verification of claimed prior employment
- Timeline discussion – Council Member Scott Stiltner would like to see RFP proposals due by December 11th if the RFP goes out Friday, November 20th. Mrs. Miller provided a timeline and asked Council for feedback. Council agreed to the proposed timeline as presented which requires responses by December 10, 2020.
- Start date of a new City Manager – Council would like to keep it flexible but wants to be aggressive aiming for a start date in May 2021.
- Citizen committee involvement – Council is not opposed but wants a discussion with the search firm.

Motion and Second withdrawn to include the changes agreed upon in a new motion.

Motion to approve the scope of services with the changes as agreed upon and to

authorize staff to issue a request for proposals for an executive search firm for the recruitment and selection of a new City Manager was made by Vice Mayor Drew Bastian and Seconded by Council Member Scott Stiltner. Motion carried unanimously by roll call vote.

ADDITIONAL ITEMS

21. City Attorney

Matt Jones, City Attorney, advised Council the Panhandling Ordinance is almost complete. He will be working with the City Clerk to coordinate Special meetings with Council in the near future.

22. City Manager

Jake Johansson, City Manager, thanked Ashlee Malone, GIS Division, for her work on the Panhandling Ordinance. He reminded Council that all requests for information or records should be sent to the City Clerk for processing.

COUNCIL COMMITTEE REPORTS

23. City Council Committee Reports

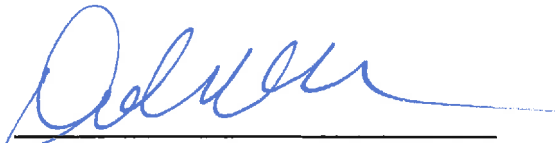
- a. ArtHaus - Council Member Marilyn Ford gave details on the virtual Fun & Funky event and other fundraising events, as well as upcoming opportunities.
- b. First Step Shelter - Council Member Chase Tramont provided details of the opening of the shelter next week.
- c. Port Orange/South Daytona Chamber of Commerce - Mayor Don Burnette provided details of the upcoming virtual meetings and after-hours events.
- d. Roundtable of Elected Officials - Mayor Don Burnette provided details from their recent meeting.

ADJOURNMENT - 8:14 p.m.



Attest:

 for
Robin Fenwick, MMC
City Clerk


Mayor Donald O. Burnette