

REGULAR CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
FEBRUARY 18, 2025

THE REGULAR CITY COUNCIL MEETING of the City of Port Orange was called to order by Scott Stiltner at 6:30 p.m.

Silent Invocation

Pledge of Allegiance

Roll Call	Present:	Councilman Shawn Goepfert Councilman Lance Green Vice Mayor Tracy Grubbs Mayor Scott Stiltner
	Absent:	Councilman Jonathan Foley (excused)
	Also Present:	City Manager Wayne Clark City Attorney Matthew Jones Deputy City Clerk Amanda Bonin

4. Public Comments on Consent Agenda Items Only

There were none.

RECOGNITION AND PROCLAMATIONS

5. World Encephalitis Day February 22 - Ken and Kat Atwood

Ken and Kat Atwood provided a brief description of encephalitis and how it can affect someone. They have coordinated with The Running Elements and there will be a Kat Walk on November 8, 2025, to help raise awareness of this rare disease. This walk will be set up for everyone of all abilities. More details are to come.

Council members thanked and applauded Mr. and Mrs. Atwood for what they are doing to bring awareness to the community.

Mayor Scott Stiltner read a proclamation, proclaiming February 22, 2025, as Encephalitis Day.

CONSENT AGENDA

- 6. Approval of Minutes
 - a. February 4, 2025 - Regular City Council Meeting

7. Bid Awards and Contract Items

- a. Approval of Amendment No. 1 to the License Agreement with ArtHaus
- b. Ratification of the Emergency Work to Repair the 12-inch Force Main on Samms Avenue and the associated Purchase Order # 20250070
- c. Ratification of the Emergency Work for Manhole Repairs on Victoria Gardens Boulevard near Dunlawton Avenue and the associated Purchase Order-20250069
- d. Approval of Change Order No. 2 to the AIA Agreement with A.G. Pifer Construction Co., Inc. for Spruce Creek Road Park Concession & Restroom Replacement

8. Memorial Park Piers

- a. Approval of Change Order and Amendment No. 1 to the EJCDC Contract with Rush Marine, LLC for the Rehabilitation of the Memorial Park Piers
- b. Resolution No. 25-11 - Budget Appropriation for additional work on the Memorial Park Piers

9. Approval of Major Special Event Request for Bike Week 2025 for The Turn at 5236, 5218, 5204 & 5164 South Ridgewood Avenue

Motion to approve the Consent Agenda as presented was made by Councilman Shawn Goepfert and seconded by Vice Mayor Tracy Grubbs. Motion carried unanimously by roll call vote.

PUBLIC PARTICIPATION (Non-Agenda – 20 minutes)

Chuck Helman, resident, thanked the City Council, staff, and Code Enforcement for cleaning up the hoarder property. He mentioned the owner is still there and talked about the events taking place on site.

Melissa Leone, resident, expressed concerns about the Port Orange boat ramp as the docks have been removed. She is concerned that when boating gets into the busy season, there will be issues and fights may break out.

COMMENTS AND ADDITIONAL ITEMS

10. Council Members

Vice Mayor Tracy Grubbs commented on the Sugar Forest property and mentioned he will be attending the Kat Walk in support of Encephalitis Day.

Councilman Lance Green has a few concerns that he spoke with staff about, and they are being addressed.

Councilman Shawn Goepfert asked in reference to the Sugar Forest property, if there was an ordinance that prohibits sleeping in a vehicle.

Attorney Matt Jones advised there is an ordinance regarding human occupancy in a vehicle. However, the City has maximized the amount of liens that can be placed on this property. Therefore, the City is putting all efforts into legal action to force a sale.

Councilman Shawn Goepfert asked the City Manager about the status of the boat ramp project.

Mayor Scott Stiltner provided a brief update on the boat ramp project. He understands it's heavily used, but there is a need for the replacement due to damage. He discussed a couple of ideas that he asked the City Manager to look into to see if there was a way to move forward without shutting down the entire boat ramp.

Mr. Clark discussed what the city has done to find temporary solutions. However, the City has not found a temporary repair that will work at this time.

Junos Reed, City Engineer, explained the slope of the ramp and removal of concrete.

Susan Lovallo, Parks and Recreation Director, mentioned the bids will open on Friday and the work will start no sooner than August 1, 2025.

Vice Mayor Tracy Grubbs suggested doing this after Labor Day and closing half of the boat ramps while working on the other half.

Mr. Reed discussed the complications and safety aspects if the project was constructed in two sections.

11. City Attorney

There was nothing further.

12. City Manager

Mr. Clark mentioned the Community Development Department is proactively approaching communities to provide information about the substantial damage letters they received. A meeting will be held on Wednesday and County staff will be in attendance to assist.

Council members talked about See Click Fix complaints and how they are processed.

BOARD APPOINTMENTS, INTERVIEWS, AND REPORTS

13. Citizen Advisory Committee for TPO

No report as Bobby Ball was unable to attend the Council meeting.

14. Fire Pension Board Member Appointment

Robin Fenwick, Assistant City Manager clarified the positions needing to be filled and how the appointments work.

Stan Schmidt, applicant, provided a brief background about himself.

Motion to nominate Stan Schmidt to the Fire Pension Board, effective March 4, 2025, to allow the City Attorney time to determine whether Mr. Schmidt can serve on this board while serving on the Planning Commission was made by Vice Mayor Tracy Grubbs and Seconded by Lance Green. Motion carried unanimously by voice vote.

PUBLIC HEARING

15. Second Reading - Ordinance No. 2025-06 - Designating Registered Agent for Service of Process on the City

Attorney Jones read Ordinance No. 2025-06 into the record.

ORDINANCE NO. 2025-06

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, AMENDING CHAPTER 2, ARTICLE I TO ESTABLISH A NEW SECTION 2-5 DESIGNATING THE CITY ATTORNEY AS THE CITY'S REGISTERED AGENT FOR PURPOSES OF ACCEPTING SERVICE OF ORIGINAL PROCESS; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-06 was made by Vice Mayor Tracy Grubbs and Seconded by Councilman Shawn Goepfert. Motion carried unanimously by roll call vote.

16. First Reading - Ordinance No. 2025-07 - Amending Chapter 74 - Utilities, Article VIII. Cross Connection Control of the City of Port Orange Code of Ordinances

Attorney Jones read Ordinance No. 2025-07 into the record.

ORDINANCE NO. 2025-07

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, AMENDING CHAPTER 74, ARTICLE VIII,

CROSS CONNECTION CONTROL, SECTION 74-241 TO UPDATE REFERENCES TO THE REVISED CROSS CONNECTION CONTROL MANUAL; AMENDING SECTION 74-242 TO UPDATE REFERENCES TO THE FLORIDA ADMINISTRATIVE CODE AND PROVIDING FOR THE IMMEDIATE DISCONNECTION OF PROHIBITED CROSS CONNECTIONS; AMENDING SECTION 74-243 TO UPDATE REFERENCES TO THE CURRENT VERSION OF THE AMERICAN WATER WORKS ASSOCIATION MANUAL; AMENDING SECTION 74-247 ADDING TO THE LIST OF CONDITIONS THAT REQUIRE CROSS CONTROL PROTECTIONS; AMENDING SECTIONS 74-248 AND 74-249 UPDATING REFERENCES TO THE REVISED CROSS CONNECTION CONTROL MANUAL ALONG WITH ESTABLISHING THE FREQUENCY OF MAINTENANCE, TESTING AND INSPECTIONS; AMENDING SECTION 74-252 UPDATING REFERENCES TO THE CROSS CONNECTION CONTROL ORDINANCE; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-07 was made by Vice Mayor Tracy Grubbs and Seconded by Councilman Shawn Goepfert.

Steve Parnell, Public Utilities Director, advised this Ordinance is an administrative clean-up and provided details of some of the items included.

Council members had questions and received clarification on backflow prevention.

Robert Reinhagan, resident, asked about the process relating to registration and written permission for the City's contractor to go on the property and why it's not written in the deed to inform each owner about their responsibility.

Motion carried unanimously by roll call vote.

17. First Reading - Ordinance No. 2025-08 - First Amendment to the Madeline Commons PUD Master Development Agreement (Case No. PRZA-24-0009)

Attorney Jones read Ord. No. 2025-08 into the record.

ORDINANCE NO. 2025-08

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, APPROVING THE FIRST AMENDMENT TO THE MADELINE COMMONS PLANNED UNIT DEVELOPMENT MASTER DEVELOPMENT AGREEMENT AS IT RELATES TO

REMOVAL OF THE REQUIREMENT TO INSTALL A FENCE ADJACENT TO SUGAR MILL ELEMENTARY SCHOOL; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY OF; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-08 was made by Vice Mayor Tracy Grubbs and Seconded by Councilman Shawn Goepfert.

Penelope Cruz, Planning Manager, mentioned this Ordinance is to modify the Madeline Commons Master Development Agreement to install rapid flashing beacons and stop signs in lieu of a 6-foot fence for safety requirements, and provided background to this item.

Council Members commented this is a good trade-off and safety is imperative.

Motion carried unanimously by roll call vote.

REGULAR AGENDA

18. Approval of Major Special Event Request for Bike Week 2025 for The Doghouse Bar and Grill at 3400 S. Nova Road

Mrs. Cruz provided an explanation as to why this item was not on the consent agenda and mentioned the applicant's intent was to not have vendors open past 10 p.m.

Councilman Green asked about the complaint record for this location.

Ms. Cruz indicated there were no violations last year.

Applicant confirmed the vendors and outside music will stop at 10 p.m.

Motion to approve as amended was made by Councilman Shawn Goepfert and Seconded by Councilman Lance Green. Motion carried unanimously by voice vote.

COUNCIL COMMITTEE REPORTS

19. City Council Committee Reports

a. First Step Shelter - Councilman Shawn Goepfert

Councilman Shawn Goepfert reported the First Step Shelter meeting has been rescheduled to February 24, 2025.

b. Port Orange/South Daytona Chamber of Commerce - Councilman Shawn Goepfert

Councilman Shawn Goepfert reported the Chamber attended a ribbon-cutting for Astro Roofing, there are twelve new Chamber members, and discussed upcoming events including the Mayor's dinner on February 26, 2025 and an eye-opener breakfast on February 21, 2025, which is open to the public.

ADJOURNMENT - 7:35 p.m.


Scott Stiltner, Mayor

Attest:


Robin Fenwick, MMC
City Clerk