

REGULAR CITY COUNCIL MEETING MINUTES
COUNCIL CHAMBERS – CITY HALL
1000 CITY CENTER CIRCLE
PORT ORANGE, FLORIDA
AUGUST 19, 2025

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

OPENING

Mayor Scott Stiltner announced the passing of Mary Wittmeyer. Ms. Wittmeyer served as a Volunteer in Police Services (VIPS) for over forty years and had just recently retired. She is appreciated for her dedication and service to the City and will be greatly missed.

Invocation by Reverend Melissa Frantz of Daytona Beach Drive-in Christian Church

Pledge of Allegiance

Roll Call	Present:	Councilman Jonathan Foley Councilman Shawn Goepfert Councilman Lance Green Vice Mayor Tracy Grubbs Mayor Scott Stiltner
	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.

CONSENT AGENDA

5. Approval of Minutes
 - a. August 5, 2025 - Regular City Council Meeting
6. Bid Awards and Contract Items
 - a. Approval of Task Authorization No. 14 with Pegasus Engineering, LLC for Post-Award Grant Management Services for the FEMA Hurricane Idalia Hazard Mitigation Grant Program (HMGP)
 - b. Award of ITB #25-13 to Masci General Contractor, Inc. for Construction of the St. John's River to Sea (SJR2C) Loop Shared-Use Nonmotorized (SUN) Trail (FDOT #439865)
 - c. Approval of Change Order No. 1 to Task Authorization No. 4 with Zev Cohen and Associates, Inc for the City Center Ballfield Rehabilitation
 - d. Approval of Task Authorization No. 11 with Mead & Hunt for Wellfield Consumptive Use Permit (CUP) and Reclaimed Lakes Monitoring

7. Approval of a Memorandum of Understanding (MOU) with the International Union of Police Associations (IUPA)

8. Resolution No. 25-38 - Approval of Grant Subcontract in the amount of \$17,521.87 from University of North Florida Training and Services, Institute Inc., d/b/a Institute of Police Technology and Management for Florida's Bicycle Pedestrian Focused Initiative: Communication and High Visibility and Enforcement Project

9. Resolution No. 25-39 - Approval of Contract #H1201 Project #4734-002-R Hurricane Idalia Hazard Mitigation Grant Program (HMGP) to Acquire and Demolish 3 Homes

Motion to approve the Consent Agenda as presented was made by Councilman Shawn Goepfert and Seconded by Councilman Jonathan Foley. Motion carried unanimously by roll call vote.

PUBLIC PARTICIPATION (Non-Agenda – 20 minutes)

Cameron Vintson, Executive Director for ArHaus, updated Council on their summer camp program and invited Council members to their art event this Friday, August 22.

Donna Kurtz, resident and President of Oakbrook HOA, commented on vandalism along Yorktown Boulevard and asked for the City's help in getting repairs completed in the right of way.

Robert Reinhausen, resident, expressed his concerns regarding Senate Bill 180. He urged Council members to advocate to the legislature for modifications to the bill, specifically requesting that properties damaged by the hurricane be exempted from inclusion in any moratorium or future changes to the land development code.

Derek LaMontane, resident, requested that the City support and ask the State for a pause or modification with the construction of the Pioneer Trail and I-95 interchange due to the impacts to the wetlands he believes will occur.

COMMENTS AND ADDITIONAL ITEMS

10. Council Members

Councilman Jonathan Foley expressed his appreciation to Mary Wittmeyer and family for her dedicated service to the City.

Vice Mayor Tracy Grubbs also expressed his appreciation to Ms. Wittmeyer for her service and commented on Consent Agenda Item 6c, relating to the City Center Ballfield Rehabilitation, thanking the Engineering and Parks and Recreation staff for their collaboration that will result in savings on the projects. Vice Mayor Grubbs advised the City Center Sports Complex is nearing completion; a public input session will be held on September 20, offering residents an opportunity to share feedback with City staff about

desired improvements for White Place Park; and highlighted the upcoming Arthaus event, scheduled for August 22.

Councilman Lance Green commented on Consent Agenda Item 6a, relating to the Hazard Mitigation Grant Program, and suggested the properties be allowed to revert back to nature, proposing tree planting as a cost-saving and environmentally friendly alternative to ongoing maintenance and mowing. Councilman Green also expressed concern about the importance and need for the County's non-emergency phone line as there were issues with calls getting answered

Mayor Scott Stiltner shared support for Councilman Green's suggestion regarding Consent Agenda Item 6a, stating he is in favor of returning the lot to a more natural state. He also addressed Senate Bill 180, referencing a letter from Jeff Brower, County Council Chair. The City anticipates conceptual discussions with the state legislature regarding potential amendments to SB 180.

Additionally, Mayor Stiltner discussed recent litigation filed against the City, including two, received last week, related to sidewalks and e-bike incidents. He raised concern about the increasing speed and safety risks associated with e-bikes, noting the need for Council to be proactive by collecting data and considering future safety regulations.

Mayor Stiltner also addressed the rise in vandalism throughout the City and County, citing social media challenges as a contributing factor. He emphasized the City's intent to hold individuals accountable for such actions. Lastly, he thanked both the City Council and the Police Department for their work on contract negotiations.

Following the Mayor's comments on e-bikes, Vice Mayor Grubbs requested that the Police Chief and department staff prepare and provide information to Council regarding existing regulations for e-bikes.

Councilman Foley commented on the City's email filters which may be potentially interfering with public communication. He encouraged residents to reach out through multiple channels if needed to ensure contact with Council members.

Councilman Shawn Goepfert echoed concerns regarding vandalism and speeding, specifically on Yorktown Boulevard, and thanked staff for their work on the recent Police negotiations.

11. City Attorney

There was nothing further.

12. City Manager

Negotiations with the Fire Department and General Employees unions are nearing completion. Mr. Clark extended his appreciation to Linda Truitt, Assistant Finance

Director, and Michelle Olk, Human Resources Director, for their efforts and dedication in helping bring these negotiations to a close.

SPECIAL REPORTS

13. Presentation of Vulnerability Assessment

City Engineer Junos Reed introduced Chris Niforatos and Shelby Rocha, Engineers with Kimley-Horn, who provided a detailed presentation on the City's Vulnerability Assessment. The presentation highlighted the importance of the assessment, outlined the schedule of events, data collection efforts, modeled flood scenarios, and included an exposure and sensitivity analysis. They also identified highly vulnerable focus areas, presented an adaptation plan, and discussed the next steps moving forward.

Council members expressed their appreciation for the presenters' hard work, thorough explanation, and the value of the assessment.

Mr. Reed noted that the assessment was completed with 100% funding from a grant provided by the Florida Department of Environmental Protection (FDEP) and extended his appreciation to the agency for its support.

BOARD APPOINTMENTS, INTERVIEWS, AND REPORTS

14. Citizen Advisory Committee for TPO

Bobby Ball, CAC for the TPO, provided an update on the long-range transportation plan, noting that it is nearing completion. He informed the Council that the public comment and review period is currently open through September 17, and the plan can be accessed via the TPO website.

Mayor Stiltner requested that either Mr. Ball or Mr. Burman review the status of the sidewalk gaps program to determine whether it will continue, the anticipated funding levels, and any potential changes to program parameters over the next several years. He asked that this information be brought back to Council in a future update.

PUBLIC HEARING

15. First Reading - Ordinance No. 2025-20 - Administrative Rezoning/Variation Locations East of Nova Road

City Attorney Matt Jones read Ordinance No. 2025-20 into the record.

ORDINANCE NO. 2025-20

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, REZONING ±0.46 ACRES FROM COMMUNITY COMMERCIAL (CC) TO NEIGHBORHOOD

PRESERVATION (NP) LOCATED AT 412 JEFFERSON AVENUE, 414 JEFFERSON AVENUE, AND 416 JEFFERSON AVENUE; REZONING ±0.18 ACRES FROM RIDGEWOOD DEVELOPMENT (RD) TO NEIGHBORHOOD PRESERVATION (NP) LOCATED AT 117 FLEMING AVENUE; REZONING ±0.77 ACRES OF FROM NEIGHBORHOOD PRESERVATION (NP) TO OFFICE/RESIDENTIAL TRANSITION (ORT) LOCATED AT 608 ROSELLE STREET AND PARCEL NO. 6304-07-00-0760, GENERALLY LOCATED ON DUNLAWTON AVENUE; REZONING ±0.24 ACRES FROM NEIGHBORHOOD PRESERVATION (NP) TO GOVERNMENT PUBLIC USE (GPU) LOCATED AT 413 HERBERT STREET; REZONING ±1.07 ACRES FROM PLANNED COMMERCIAL DEVELOPMENT (PCD) TO GOVERNMENT PUBLIC USE (GPU) BEING IDENTIFIED AS PARCEL NOS. 6304-07-00-1820 AND 6304-07-00-1401, GENERALLY LOCATED AT SPRUCE CREEK ROAD & DUNLAWTON AVENUE; REZONING ±1.66 ACRES FROM MULTI-FAMILY RESIDENTIAL (R-3M) TO GOVERNMENT PUBLIC USE (GPU) BEING IDENTIFIED AS PARCEL NOS. 6341-05-00-0010 AND 6341-04-03-0142, GENERALLY LOCATED ON RUTH STREET; REZONING ±0.31 ACRES FROM SINGLE FAMILY RESIDENTIAL (R-10SF) TO GOVERNMENT PUBLIC USE (GPU) LOCATED AT 5797 DEVON STREET; AUTHORIZING REVISION OF THE OFFICIAL ZONING ATLAS; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-20 was made by Councilman Jonathan Foley and Seconded by Vice Mayor Tracy Grubbs.

Penelope Cruz, Planning Manager, presented the item, provided details, and answered Council members' questions.

Motion carried unanimously by roll call vote.

16. First Reading - Ordinance No. 2025-21 - Code of Ordinances Amendment/ Chapter 82 - Waterways - Installation of Private Aids to Navigation (PATONs)

City Attorney Matt Jones read Ordinance No. 2025-21 into the record.

ORDINANCE NO. 2025-21

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA, AMENDING CHAPTER 82, ARTICLE I TO ESTABLISH A NEW SECTION 82-6 AUTHORIZING AND ADOPTING A PRIVATE AIDS TO NAVIGATION (PATON) PLAN

FOR THE PURPOSE OF ESTABLISHING JURISDICTION TO INSTALL AND MAINTAIN UNIFORM WATERWAY MARKERS TO SAFELY GUIDE BOATERS TO AND FROM THE RIVERWALK DAY DOCK; AUTHORIZING THE CITY MANAGER TO SIGN ALL REQUIRED ENVIRONMENTAL AND NAVIGATIONAL PERMIT APPLICATIONS NECESSARY FOR THE RIVERWALK PARK DAY DOCK PROJECT; PROVIDING FOR CODIFICATION; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-21 was made by Councilman Jonathan Foley and Seconded by Vice Mayor Tracy Grubbs.

Tim Burman, Community Development Director, presented the item, provided details, and answered Council members' questions.

Motion carried unanimously by roll call vote.

17. Administrative Amendments to the Land Development Code (LDC)

a. First Reading - Ordinance No. 2025-22- Land Development Code (LDC) Amendment/Chapter 12 Roads and Vehicular Use Areas - Parking Space Width

City Attorney Matt Jones read Ordinance No. 2025-22 into the record.

ORDINANCE NO. 2025-22

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA AMENDING THE LAND DEVELOPMENT CODE CHAPTER 12 RELATING TO DESIGN STANDARDS FOR OFF-STREET PARKING AND LOADING AREAS TO AMEND THE MINIMUM DIMENSIONAL REQUIREMENTS FOR OFF-STREET PARKING SPACES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-22 was made by Councilman Shawn Goepfert and Seconded by Councilman Lance Green.

Mr. Burman presented the item, provided details, and answered Council members' questions.

Council members voiced concerns regarding the adequacy of the parking space dimensions, particularly the impact of reducing standard widths.

Robert Reinham, resident, expressed concern over the reduction of parking space widths, noting that smaller spaces have led to vehicle damage, including his own. He urged the Council not to reduce the minimum width to 9 feet.

Patricia Miles, resident, emphasized the challenges that limited parking space sizes pose, particularly for seniors using canes or other mobility aids. She advocated for maintaining the current size of spaces to ensure accessibility and ease of use.

Motion failed unanimously by roll call vote.

b. First Reading - Ordinance No. 2025-23 - Land Development Code (LDC) Amendment/ Chapter 3 Administration and Chapter 5 Subdivisions – Approval Process for a Subdivision Plat or Replat According to Senate Bill 784

City Attorney Matt Jones read Ordinance No. 2025-23 into the record.

ORDINANCE NO. 2025-23

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA AMENDING THE LAND DEVELOPMENT CODE CHAPTER 3 ADMINISTRATION AND CHAPTER 5 SUBDIVISIONS RELATING TO PLAT APPROVAL PROCEDURES TO ENSURE CONSISTENCY AND COMPLIANCE WITH RECENTLY ADOPTED STATE LEGISLATION AMENDING SECTION 177.071, FLORIDA STATUTES, REQUIRING CERTAIN PLAT AND REPLAT SUBMITTALS BE ADMINISTRATIVELY APPROVED WITHOUT FURTHER ACTION BY THE GOVERNING BODY; REQUIRING THE DESIGNATION OF AN ADMINISTRATIVE AUTHORITY FOR THE PLAT REVIEW AND APPROVAL PROCESSES; SETTING FORTH THE REVIEW TIMEFRAME AND NOTICE REQUIREMENTS RELATED TO THE APPROVAL PROCESS FOR PLAT AND REPLAT SUBMITTALS; CONFORMING SECTION 177.111, FLORIDA STATUTES, TO BE CONSISTENT WITH SECTION 177.071, FLORIDA STATUTES; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-23 was made by Councilman Shawn Goepfert and Seconded by Councilman Lance Green.

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Mr. Burman presented the item, provided details, and answered Council members' questions.

Motion carried unanimously by roll call vote.

c. First Reading - Ordinance No. 2025-24 - Land Development Code (LDC) Amendment/Chapter 15 Signs - Electronic Message Center Minimum Message Displayed Time

City Attorney Matt Jones read Ordinance No. 2025-24 into the record.

ORDINANCE NO. 2025-24

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA AMENDING THE LAND DEVELOPMENT CODE CHAPTER 15 RELATING TO DIGITAL SIGNS AND STRING LIGHTING, AMENDING THE MESSAGE DISPLAY TIME; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-24 was made by Councilman Shawn Goepfert and Seconded by Councilman Lance Green.

Mr. Burman presented the item, provided details, and answered Council members' questions.

Councilman Green inquired whether the proposed time limits were open for discussion. Currently set at 60 seconds, staff had requested a reduction to 10 seconds. Councilman Green suggested a compromise of 30 seconds.

Council members expressed a desire to remain business-friendly and supported allowing flexibility in the time limits. If the limit is reduced to 10 seconds, members agreed it should be possible to implement various intervals such as 10, 15, or 30 seconds to accommodate different situations.

Motion carried 4-1 by roll call vote with Councilman Green voting no.

d. First Reading - Ordinance No. 2025-25 - Land Development Code (LDC) Amendment/Chapter 16 – Miscellaneous Regulations – Setbacks for an Elevated Wood Deck

City Attorney Matt Jones read Ordinance No. 2025-25 into the record.

ORDINANCE NO. 2025-25

AN ORDINANCE OF THE CITY OF PORT ORANGE, VOLUSIA COUNTY, FLORIDA AMENDING THE LAND DEVELOPMENT CODE CHAPTER 16 RELATING TO SPECIAL SETBACKS FOR ELEVATED WOOD DECKS; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Motion to approve Ordinance No. 2025-25 was made by Councilman Shawn Goepfert and Seconded by Councilman Lance Green.

Mr. Burman presented the item, provided details, and answered Council members' questions.

Motion carried unanimously by roll call vote.

REGULAR AGENDA

18. Fund Balance Policy Discussion

Mr. Clark provided details on the Fund Balance Policy, outlining the purpose and function of the fund balance. He detailed the options available for managing the General Fund Balance and addressed questions from Council members.

Council members shared their perspectives on appropriate minimum and maximum fund balance levels.

Stan Schmidt, resident, offered clarification on the concept of fund balance.

Motion to adjust the fund balance policy to a minimum of 22% and a maximum of 27% was made by Councilman Jonathan Foley with no second. Motion died.

Motion to adjust the fund balance policy to a minimum of 25% and a maximum of 27% was made by Vice Mayor Tracy Grubbs with no second. Motion died.

Motion to leave the fund balance policy

where it is currently at a minimum of 30% and a maximum of 35% was made by Councilman Lance Green with no second. Motion died.

Motion to adjust the fund balance policy to a minimum of 23% and a maximum of 28% was made by Councilman Jonathan Foley and Seconded by Councilman Shawn Goepfert. Motion carried 4-1 by roll call vote, with Councilman Lance Green voting no.

COUNCIL COMMITTEE REPORTS

19. City Council Committee Reports

a. First Step Shelter - Councilman Shawn Goepfert

Councilman Goepfert provided an update on the First Step Shelter. The public is invited on September 21 for their celebration of housing their 1,000th person.

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

Councilman Goepfert provided an update on the Port Orange/South Daytona Chamber of Commerce, announcing the City of Port Orange's former Mayor, Donald Burnette, has been appointed as the new President and CEO.

Councilman Jonathan Foley provided an update on the Fire Pension Board's quarterly meeting.

ADJOURNMENT - 9:07 p.m.



Mayor Scott Stiltner

Attest:



Robin Fenwick, MMC
City Clerk

Robin Fenwick, MMC
City Clerk

