

**MINUTES  
ORMOND BEACH CITY COMMISSION  
HELD AT CITY HALL COMMISSION CHAMBERS**

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February 15, 2022

7:00 p.m.

Commission Chambers

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Present were: Mayor Bill Partington, Commissioners Dwight Selby, Troy Kent, Susan Persis, and Rob Littleton, City Manager Joyce Shanahan, Assistant City Manager Claire Whitley, City Attorney Randy Hayes, and City Clerk Susan Carroll Dauderis.

**A G E N D A**

1. **CALL TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **PRESENTATIONS AND PROCLAMATIONS**
  - A. Caroline Chanfrau
  - B. ANNUAL COMPREHENSIVE FINANCIAL REPORT  
PRESENTATION FISCAL YEAR 2020-2021  
*Staff Contact: Kelly McGuire, Finance Director (386-676-3226)*
5. **AUDIENCE REMARKS - REGARDING ITEMS NOT ON THE AGENDA**
6. **APPROVAL OF MINUTES**
  - A. Minutes from City Commission meeting – February 1, 2022
7. **CONSENT AGENDA**

The action proposed is stated for each item on the Consent Agenda. Unless a City Commissioner removes an item from the Consent Agenda, no discussion on individual items will occur and a single motion will approve all items.

  - A. **RESOLUTION NO. 2022-23:** A RESOLUTION RATIFYING AND AFFIRMING AN EMERGENCY PROCUREMENT FROM P & S PAVING, INC. FOR REPAIRS TO NOVA ROAD; AND SETTING FORTH AN EFFECTIVE DATE.  
*Staff Contact: Alex Schumann, City Engineer (386-676-3302)*
  - B. **RESOLUTION NO. 2022-24:** A RESOLUTION AUTHORIZING THE APPROVAL AND EXECUTION OF A PURCHASE AUTHORIZATION FOR THE PURCHASE AND INSTALLATION OF PLAYGROUND EQUIPMENT AT SANCHEZ PARK UNDER ST. JOHNS COUNTY BID NUMBER 20-46; AND SETTING FORTH AN EFFECTIVE DATE.  
*Staff Contact: Alex Schumann, City Engineer (386-676-3302)*
  - C. **RESOLUTION NO. 2022-25:** A RESOLUTION ACCEPTING THE PROPOSAL OF G & S GOOD ENVIRONMENTAL, INC. FOR CONSTRUCTION SERVICES REGARDING SITE REMEDIATION, BUILDING DEMOLITION AND DEBRIS REMOVAL AT 385 S. OLD KINGS ROAD; AUTHORIZING THE EXECUTION OF AN AGREEMENT AND PAYMENT THEREFOR; REJECTING ALL

OTHER PROPOSALS; AND SETTING FORTH AN EFFECTIVE DATE.

**Staff Contact:** Alex Schumann, City Engineer (386-676-3302)

- D. **RESOLUTION NO. 2022-26:** A RESOLUTION AUTHORIZING THE SUBMITTAL OF A BICYCLE/PEDESTRIAN AND B/P LOCAL INITIATIVES PROJECT GRANT APPLICATION TO THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION FOR FUNDING ASSISTANCE REGARDING CONSTRUCTION OF THE THOMPSON'S CREEK TRAIL; AUTHORIZING THE EXECUTION OF ALL DOCUMENTS INCIDENTAL THERETO, INCLUDING ANY CONTRACT NECESSARY FOR THE CITY TO ACCEPT THE GRANT AWARD; AND SETTING FORTH AN EFFECTIVE DATE.

**Staff Contact:** Shawn Finley, Public Works Director (386-676-3292)

- E. **RESOLUTION NO. 2022-28:** A RESOLUTION AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT BETWEEN THE CITY AND ISAAC R. LEARY FOR THE OPERATION OF THE CASSEN PARK BAIT SHOP; SETTING FORTH AN EFFECTIVE DATE.

**Staff Contact:** Kelly McGuire, Finance Director (386-676-3226)

- F. **RESOLUTION NO. 2022-29:** A RESOLUTION ACCEPTING A PROPOSAL FROM HOYLE, TANNER & ASSOCIATES, INC. FOR DESIGN SERVICES REGARDING THE AUTOMATED WEATHER OBSERVATION SYSTEM REPLACEMENT PROJECT AT THE ORMOND BEACH MUNICIPAL AIRPORT; AUTHORIZING THE EXECUTION OF A WORK AUTHORIZATION AND PAYMENT THEREFORE; AND SETTING FORTH AN EFFECTIVE DATE.

**Staff Contact:** Brian Rademacher, Economic Development Director (386-676-3266)

- G. **RFP No. 2022-11 Miscellaneous Craft Trades (As Needed) - Intent to Advertise**

**Staff Contact:** Robert Carolin, Leisure Services Director (386-676-3279)

**Disposition:** Approve as recommended in the City Manager memorandum dated February 15, 2022.

- H. **City Manager Status Report, February 2022**

**Staff Contact:** Joyce Shanahan, City Manager (386-676-3200)

**Disposition:** Approve as recommended in the City Manager memorandum dated February 15, 2022.

## 8. PUBLIC HEARINGS

- A. **ORDINANCE NO. 2022-04:** AN ORDINANCE AMENDING THE BOUNDARIES OF CITY COMMISSION ZONES IN ACCORDANCE WITH THE REAPPORTIONMENT PLAN ACCEPTED BY RESOLUTION 2022-07; DESCRIBING THE REAPPORTIONMENT BOUNDARIES; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND SETTING FORTH AN EFFECTIVE DATE.

**Staff Contact:** Steven Spraker, Planning Director (386-676-3341)

## 9. DISCUSSION AND DIRECTION ITEMS

### A. Volusia Growth Management Commission (VGMC) Vacancy

*Staff Contact: Susan Dauderis, City Clerk (386-676-3340)*

## 10. REPORTS, SUGGESTIONS, REQUESTS

## 11. ADJOURNMENT

### **MINUTES**

#### Item #1 – Meeting Call to Order

Mayor Partington called the meeting to order at 7:00 p.m.

#### Item #2 – Invocation

Pastor George Ward, Emmanuel Church of the Living God, provided the invocation.

#### Item #3 – Pledge of Allegiance

Mayor Partington led the Pledge of Allegiance.

#### Item #4 Presentations and Proclamations

##### Item #4A – Caroline Chanfrau

Mayor Partington presented a proclamation to Ms. Caroline Chanfrau, congratulating her on her role as the Sugar Plum Fairy in the Nutcracker at the Peabody Auditorium. He discussed her history with dance, her volunteerism within the community, and her educational goals. He encouraged all residents to thank Ms. Chanfrau for her generosity of spirit.

##### Item #4A – Annual Comprehensive Financial Report Presentation Fiscal Year 2020-2021

Mr. Mike Sibley, James Moore & Co., presented a PowerPoint presentation detailing the city's annual audit for the fiscal year ending on September 30, 2021. He highlighted details of the auditors' reports, the General Fund, and Pension Funds. He noted the city continued to remain in a strong financial position.

Commissioner Kent thanked Mr. Sibley, Finance Director Kelly McGuire, City Manager Joyce Shanahan, city staff, and the Commission for all their hard work with the budget. He expressed his enthusiasm for the General Reserves.

Commissioner Persis thanked Ms. McGuire and Ms. Shanahan for their work on the audit and budget.

Mayor Partington thanked Mr. Sibley for the work put in on the audit.

##### Item #5 – Audience Remarks

Mr. Josh Pringle, 1500 Crowne Ormond Lane, spoke as Chairman of the Neighborhood Improvement Advisory Board and informed the Commission the required public meeting was happening on February 17, 2022. He discussed the possible grants the city could receive and noted the hard work the other board members put in.

Mr. Dick Hildebrand, 14 Sherrington Drive, discussed the 1906 Stanley Steamer Rocket car on display at Ormond Garage and requested the Commission look into a more public use where the engine could be displayed.

Mr. Jim Schultz, 117 Harvard Drive, explained there was a round table event that discussed COVID-19 and he reviewed what was deliberated. He discussed a recent study on ivermectin.

Item #5– Approval of Minutes

Mayor Partington advised the minutes of the February 1, 2022, meeting had been sent to the Commission for review and were posted on the city’s website for public viewing. He asked for any corrections, additions, or omissions. He stated that hearing no corrections, the minutes would stand approved as presented.

**Commissioner Persis moved, seconded by Commissioner Littleton, for approval of the February 1, 2022, City Commission meeting minutes.**

**The motion passed by voice vote.**

Item #7 – Consent Agenda

Mayor Partington advised the actions proposed for the items on the Consent Agenda were so stated on the agenda. He asked if any member of the Commission had questions or wished to discuss any items separately.

Commissioner Selby requested to pull Item C.

**Commissioner Kent moved, seconded by Commissioner Littleton, for approval of the consent agenda, absent Item 7C.**

Call Vote:	Commissioner Selby	Yes
	Commissioner Kent	Yes
	Commissioner Persis	Yes
	Commissioner Littleton	Yes
Carried.	Mayor Partington	Yes

Item #7C – Award of Contract for Phase 2 Environmental Site Assessment & Debris Removal

City Clerk Susan C. Dauderis read by title only:

RESOLUTION NO. 2022-25  
 A RESOLUTION ACCEPTING THE PROPOSAL OF G & S GOOD ENVIRONMENTAL, INC. FOR CONSTRUCTION SERVICES REGARDING SITE REMEDIATION, BUILDING DEMOLITION AND DEBRIS REMOVAL AT 385 S. OLD KINGS ROAD; AUTHORIZING THE EXECUTION OF AN AGREEMENT AND PAYMENT THEREFOR; REJECTING ALL OTHER PROPOSALS; AND SETTING FORTH AN EFFECTIVE DATE.

Mr. James Duncan, 376 Joy Road, South Daytona, discussed his family’s history with the property. He stated he spoke at the February 1, 2022, City Commission meeting and requested the Commission address his concerns.

Commissioner Selby stated he objected to the structure of the contract for the purchase of the property due to the cost of the environmental remediation and debris removal. He explained he was not in favor of the item and would vote no.

Mayor Partington explained City Attorney Randy Hayes responded to Mr. Duncan at the February 1, 2022, City Commission meeting and those remarks were relevant to Mr. Duncan’s comments.

**Commissioner Persis moved, seconded by Commissioner Selby, for approval of Resolution No. 2022-25.**

Call Vote:	Commissioner Kent	Yes
	Commissioner Persis	Yes
	Commissioner Littleton	Yes
	Commissioner Selby	No
Carried.	Mayor Partington	Yes

Comments on the Consent Agenda

Commissioner Littleton stated he was supportive of Items 7A and 7B. He thanked staff for their quick work regarding Sanchez Park.

Mayor Partington explained he was supportive of Item 7B as well and thanked the Ormond Beach Police and Fire Department and city staff for their work with the incident and taking corrective action. He discussed his support of Item 7E and 7F.

Item #8 – Public Hearings

Item #8A – Reapportionment (Redistricting) of City Commission Zones

City Clerk Susan C. Dauderis read by title only:

ORDINANCE NO. 2022-04  
AN ORDINANCE AMENDING THE BOUNDARIES OF CITY  
COMMISSION ZONES IN ACCORDANCE WITH THE  
REAPPORTIONMENT PLAN ACCEPTED BY RESOLUTION 2022-07;  
DESCRIBING THE REAPPORTIONMENT BOUNDARIES; REPEALING  
ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; AND  
SETTING FORTH AN EFFECTIVE DATE.

Mr. Steven Spraker, Planning Director, reviewed a PowerPoint presentation that explained the item was based on the December 7, 2021, workshop and the resolution of intent was approved at the January 4, 2022, City Commission meeting. He noted the next reading of the ordinance would be on March 1, 2022.

**Commissioner Selby moved, seconded by Commissioner Persis, for approval of Ordinance No. 2022-04, on first reading, as read by title only.**

Call Vote:	Commissioner Persis	Yes
	Commissioner Littleton	Yes
	Commissioner Selby	Yes
	Commissioner Kent	Yes
Carried.	Mayor Partington	Yes

Item #9 – Discussion and Direction Items

Item #9A – Volusia Growth Management Commission (VGMC) Vacancy

Ms. Susan C. Dauderis, City Clerk, stated there was a vacancy on the Volusia Growth Management Commission due to the resignation of Mr. Harold Briley. She explained the Commission appointed Mr. Briley in July of 2017 and reappointed in July of 2021. She stated the new appointee would fill the remainder of Mr. Briley’s term which went until June 2025.

Mayor Partington requested staff provide a list of current applicants from the city’s advisory board applications. He asked the Commission to identify and provide staff with possible nominations by the March 1, 2022 City Commission meeting.

Item #9 – Reports, Suggestions, Requests

Volusia Growth Management Commission

Ms. Joyce Shanahan, City Manager, read a letter from the Volusia Growth Management Commission (VGMC).

Commissioner Selby thanked Mr. Briley for his service with the VGMC and discussed his history with the city.

Commissioner Kent thanked Mr. Briley for his time with the VGMC.

Annual Audit

Ms. Shanahan congratulated Finance Director Kelly McGuire on 28 years of Fiscal Responsibility and Excellence in Financial Reporting. She explained the Government Finance Officers Association reviewed the audit for the 2019-2020 Fiscal Year and awarded a Certificate of Achievement to the City of Ormond Beach.

Commissioner Selby and Commissioner Littleton thanked Ms. McGuire and the finance staff for their work on the budget and audit.

#### Ormond Beach Fire Department

Ms. Shanahan invited the Commission to an achievement ceremony at the Fire Department on February 21, 2022. She stated the ceremony would honor promotions and retirements and food was being provided by a member of the community.

#### Interlocal Service Boundary Agreement

Commissioner Littleton inquired why Volusia County Council discussed the Interlocal Service Boundary Agreement (ISBA); whereby, Mr. Spraker stated the Commission approved the ISBA and the next step was for the Volusia County Council to approve the agreement. Mr. Spraker explained the County Council spoke about introducing low impact developments and after discussion the Council decided more information was needed and there would be a Volusia County Council workshop to further discuss. He explained the ISBA was approved at the Council meeting on February 15, 2022.

#### Airport Expansion

Ms. Shanahan stated the airport had no plans to expand the airport. She explained the city was looking to extend a portion of one runway, and noted there was no expansion in the five-year plan for the airport.

#### Avalon Park Daytona Beach

Commissioner Selby inquired about a workshop regarding Avalon Park Daytona Beach (Avalon Park); whereby, Ms. Shanahan explained the first step was the public workshop on October 10, 2021. She noted staff was working on refining the finer points and was not ready for a public meeting but could meet with the Commissioners individually.

Commissioner Selby stated he felt there were policy decisions that needed to be made by the Commission relative to Avalon Park.

#### Cassen Park Workshop

Commissioner Selby thanked Public Works Director Shawn Finley and City Engineer Alex Schumann for their work on the Cassen Park workshop, advisory board meetings, and public meeting. He stated he was pleased with the outcome of the workshop.

Commissioner Littleton thanked staff for their work on the workshop.

#### Rick Ferrito

Commissioner Selby and Commissioner Persis were pleased the city could recognize Mr. Rick Ferrito before his passing.

#### Stanley Steamer Rocket

Commissioner Selby inquired if a video could be made to show the engine of the Stanley Steamer Rocket that was on display at the Ormond Garage.

#### Sports Complex

Commissioner Selby inquired if there was desire from the Commission to look into the Sports Complex lease and see if the city could purchase from the airport.

Mayor Partington expressed his concerns on the possible purchase.

Ms. Shanahan stated staff could research what would be needed and what restrictions there would be if a purchase happened and provide the information to the Commission.

#### Coffee with Commissioner Kent

Commissioner Kent stated Coffee with Commissioner Kent and would start March 7, 2022, at 4:30 p.m.

#### Legislative Action Days

Commissioner Persis stated she attended Legislative Action Days in Tallahassee, noting she discussed support of local authorities for regulation of short-term rental properties, increased tree protection, and dedicated state resources for development and enhancement of municipal cyber security with the senators and representatives.

#### Ormond Memorial Art Museum and Gardens

Commissioner Littleton expressed his excitement for the renovations at the Ormond Memorial Art Museum and Gardens.

#### State of the County

Commissioner Littleton complimented Volusia County on their State of the County.

Item #10 – Adjournment

The meeting was adjourned at 7:54 p.m.

APPROVED: March 1, 2022

BY:

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Bill Partington, Mayor

ATTEST:

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Susan Carroll Dauderis,  
City Clerk