

AFTER ACTION AGENDA

REGULAR CITY COMMISSION MEETING
MONDAY, JANUARY 6, 2014
6:30 P.M.

DELTONA COMMISSION CHAMBERS
2345 PROVIDENCE BLVD.
DELTONA, FLORIDA

AGENDA

1. CALL TO ORDER
2. ROLL CALL - CITY CLERK
3. INVOCATION AND PLEDGE TO THE FLAG:
 - A. Invocation Presented by Commissioner Lowry.
4. APPROVAL OF MINUTES & AGENDA:
 - A. Approval of Minutes - Regular City Commission Meeting of December 16, 2013.

The Commission voted unanimously to approve the minutes of the Regular City Commission Meeting of December 16, 2013 as amended.
 - B. Additions or Deletions to Agenda.

City Manager requested to pull Item 7-B and to table Item 8-B to time certain January 21, 2014.
5. PRESENTATIONS/AWARDS/REPORTS:
 - A. Presentation - Super Star Student of the Month Certificates for December, 2013.
 - B. Presentation – 3rd Annual Christmas Parade entry winners.

**6. PUBLIC FORUM – Citizen comments for any items.
(4 minute maximum length)**

CONSENT All items marked with an * will be considered by one motion unless removed
AGENDA: from the Consent Agenda by a member of the City Commission. If an item is removed for clarification only, it will be discussed immediately following action on the Consent Agenda. If an item is removed for further discussion, it will be discussed under New Business immediately following the last listed item.

7. CONSENT AGENDA:

- * A. **Request for approval to piggyback Rockdale County Bid # 12-43 with E.H. Wachs Company for a Trailer Mounted Valve Maintenance Machine – Deltona Water.**

Deltona Water is requesting approval to award the purchase of a Trailer Mounted Valve Maintenance Machine. This machine would be used to exercise the valves throughout the City in accordance with the Florida Department of Environmental Protection regulations and the Volusia County Health Department requirements of opening and shutting valves on an annual basis and repairing and replacing valves in need of maintenance. Purchasing this machine will allow employees to exercise the valves at a more efficient pace while reducing possible physical injuries to employees who normally exercise them manually, thus minimizing safety issues.

To purchase this item, and as allowed in City/State policy, staff is requesting that the City piggyback Rockdale County Bid # 12-43, which was solicited, approved and awarded by the County of Rockdale in the State of Georgia on February 12, 2013.

It should be noted that the price of the Valve Maintenance Machine, purchased by Rockdale County, is significantly higher due to the additional accessories they purchased. The Valve Maintenance Machine, purchased by the City, will not include these accessories and the price is based on the standard machine awarded by Rockdale County. The Valve Maintenance Machine is budgeted in the current FY 2013/2014.

Approved by Consent Agenda - to approve the award to the E. H. Wachs Company at a total cost not to exceed \$54,965.00 in accordance with the Rockdale County Bid # 12-43 for one (1) Trailer Mounted Valve Maintenance Machine.

B. Request for approval of Resolution No. 2013-06, expressing support for the ECHO Grant application for the Veterans Museum expansion project.

Veterans Museum Expansion Project - The City, in conjunction with area Veterans' organizations, has dedicated this site to those service men and women that have served their Country in the past and present. The current building is 3,000 square feet and too small to host student classroom tours bigger than about 15-18 children. The Veterans Community Education Partnership for West Volusia Inc., (VCEP) hosts 75-100 classroom size events over the course of any given year. Under the current configuration, the room for people to walk around and view the exhibits inside the museum is getting smaller every year, as more and more families of deceased veterans are donating their artifacts to the museum.

If the ECHO grant is approved, the City of Deltona will take the existing museum and expand it by an additional 3,000 square feet, which will include a larger exhibit/classroom space and an artifact preparation area. The proposed preparation area would be included in the tours given to school children and other groups as requested. The ECHO grant funds will be utilized to construct an addition to the existing building, acquire and install the interior finishing materials. The City's matching funds will be used to provide the site preparation and remaining costs associated with the construction and installation of the finishing materials.

The total project construction estimate is \$800,000, of this we are submitting an ECHO grant application for \$400,000 and propose the other \$400,000 come from undesignated reserve funds. The City would also have to pay for the Design and Permitting portion of the ECHO grant, due to the fact that those costs are not eligible to be used for City as a Match.

Item was pulled from the agenda by the City Manager.

***C. Request for approval to purchase playground equipment for Dwight Hawkins Park piggybacking the US Communities Contract #110171.**

The County installed a portion of the playground equipment at Dwight Hawkins Park 20 years ago and another section was re-located by the City from where the now CVS Pharmacy Building portion of DuPont Lakes Softball Complex. The scope of this project consists of the construction/installation of a new playground and a triple bay swing set for ages 5 – 12. The existing playground equipment is antiquated and should be removed and presents a safety hazard.

Kompan Inc. was awarded Contract #1101711 through US Communities for Park and Playground equipment. U.S. Communities is a partnership between the Association of School Business Officials, the National Association of Counties,

the National Institute of Governmental Purchasing, the National League of Cities and the United States Conference of Mayors and is the leading national government purchasing cooperative.

Approved by Consent Agenda - to approve the purchase of playground equipment through Kompan Inc. piggybacking US Communities Contract #110171 at a total cost of \$59,362.46.

- *D. Request for approval to use All Rite Services, Inc. for Dwight Hawkins Park fencing piggybacking the Seminole County School Board Bid #09100010B.**

The wooden fence at Dwight Hawkins Park was installed over 10 years ago. The fence posts and boards have excessive dry rot, faded paint and are in need of constant maintenance and repair. Replacement of the wooden fence with an aluminum picket fence would provide better security and enhance the aesthetics of the Park.

The School Board of Seminole County has awarded a bid to All-Rite Fence Services, Inc. that the City can piggyback.

Approved by Consent Agenda - to approve using All-Rite Fence Services, Inc. to provide all materials and services necessary to install fencing at Dwight Hawkins Park piggybacking the School Board of Seminole County Bid #09100010B.

- *E. Request for approval to use All Rite Services, Inc. for Wes Crile Park fencing piggybacking the Seminole County School Board Bid #09100010B.**

The previous fence was removed from Wes Crile Park because it was unsafe and the wood was rotten. Part of the fence was taken down in conjunction with the road construction on Ft. Smith. The project will have the same type of aluminum picket style fencing as Harris Saxon Park.

The School Board of Seminole County has awarded a bid to All-Rite Fence Services, Inc. that the City can piggyback.

Approved by Consent Agenda - to approve using All-Rite Fence Services, Inc. to provide all materials and services necessary to install fencing at Wes Crile Park piggybacking the School Board of Seminole County Bid #09100010B.

- F. Request for fee waiver – West Volusia Youth Baseball – Annual Opening Day Parade.**

Mike Daly, President of the West Volusia Youth Baseball, has submitted a request to

the City for a waiver of the fees (Parks and Recreation Permitting, VCISO, Public Works, Fire, etc.) associated with the Spring 2014 Opening Day Parade on Saturday, February 15, 2014. The special event application was submitted within the proper time frame allowing for the necessary review period by staff.

The total fees associated with this parade are \$860.00 which include the following:

*Public Works - No cost
VCISO - \$810.00
Fire Dept. - No cost
Parks & Rec. - 50.00
Total - \$860.00*

After discussion, the Commission voted 4 to 3 (Commissioner Denizac, Commissioner Lowry and Commissioner Nabicht voted against the motion) to authorize staff to waive the fees in the amount of \$750.00 and the West Volusia Youth Baseball League would pay the difference in the amount of \$110.00 associated with the Annual West Volusia Youth Baseball Opening Day Parade on Saturday, February 15, 2014.

- *G. Request for approval of the purchase of renewal support for the CRW Trakit product from CRW Associates for a total price of \$25,500.**

The City utilizes CRW for permit review and inspection, code enforcement and animal control, and planning and site development. It has 9+ years of data within the application. This renewal will provide the City with technical support and software maintenance for the Trakit product and web access to Trakit. This is required by the vendor/manufacturer, CRW Associates, to continue using the application and is essential to staff for day to day activities.

Since CRW Associates develops and sells the software directly, they do not work with resellers so we are single sourcing this purchase for a total amount of \$25,500.

Approved by Consent Agenda – to approve renewal of the technical support and software maintenance for the Trakit product and web access to Trakit at a total cost of \$25,500.

8. ORDINANCES AND PUBLIC HEARINGS:

- A. Public Hearing – Ordinance No. 17-2013, an amendment to the Capital Improvements Element of the City’s Comprehensive Plan.**

Pursuant to 163.3177(3)(b) F.S., the Capital Improvements Element (CIE) of the Comprehensive Plan must be reviewed and updated on an annual basis. It is

recommended to send the CIE Report to the Department of Economic Opportunity (DEO) when it is adopted each year by the City Commission.

Staff has reviewed the current Class "A" capital improvements and summarized the expenditures and funds carried forward for the next five years. The City's CIE has also been reviewed to ensure compliance with the City's adopted level of service (LOS) standards. In collaboration with the City's Finance Department and other departments, adjustments have been made to update the CIE.

Finally, the City's Planning and Zoning Board (P&Z) will review Ordinance No. 17-2013 at the December 18, 2013, meeting and the result of their recommendation will be provided to the City Commission.

After discussion, the Commission voted unanimously to approve Ordinance No. 17-2013, at first reading, that amends and updates the City of Deltona's Comprehensive Plan Capital Improvements Element and the Five-Year Schedule of Capital Improvements with the deletion of the word "not" on Page 22, under Project Description of the CIE.

B. Public Hearing – Ordinance No. 01-2014, Tractor Supply Company Amendment to the Official Zoning Map (RZ13-007).

The City of Deltona received an application to amend the Official Zoning Map from the Volusia County classification of Rural Residential (RR-C) to the City's C-1 Retail Commercial zoning designation. The proposed area to be rezoned is approximately five (5) acres that are currently vacant and wooded. There are plans for a Tractor Supply Company retail store to be located at this location that follows the prototype of the recently constructed in Mims, Florida.

The subject property was annexed into the City in 2004. In 2006, a County future land use designation of Urban Low Intensity was changed to a City Commercial designation. As part of the Future Land Use Map Amendment process, the Volusia Growth Management Commission (VGMC) conditionally approved the change to City Commercial to include a limitation on intensity with a 0.22 floor area ratio (FAR) and a limitation on the number of curb cuts along SR 415. The proposed conditions will be adhered to by the applicant with this development.

The subject property is also dependant upon the vacation of the 2nd Addition to the Carnell Plat, an antiquated subdivision, which occurred on December 16, 2013. The applicant is working with the City and the underlying property owner (Pell) to create a 50-ft. wide cross-access easement along the Tractor Supply Company site's southern boundary. Finally, the ordinance and application was reviewed by the City's Planning and Zoning Board at the December 18, 2013, meeting and the Board recommended that the City Commission approve Ordinance No. 01-2014 with the conditions that there be no access to Sandlor Drive to the north and there be additional screening along the north side of the

Tractor Supply Company site to provide a transition between commercial and residential land. The applicant has agreed to accommodate those conditions and will also provide additional land for a landscape buffer that exceeds the minimum Code requirements.

Item was tabled to time certain January 21, 2014 by the City Manager.

9. OLD BUSINESS:

10. NEW BUSINESS:

A. Request for approval of Neighborhood Stabilization Program (NSP) Real Estate Broker Services.

The City of Deltona operates a federal Neighborhood Stabilization Program (NSP) through the U.S. Department of Housing and Urban Development (HUD). The City has employed several consulting services throughout the years of NSP operation to assist City staff in achieving the program goals. These have included Property Managers, Appraisers, Legal Services, Home Inspectors, General Contractors, Housing Counselors, and Real Estate Brokers.

The group of Real Estate Brokers needs to be updated and the City placed a bid (No. 14-003) through procurement and received a limited response. A second bid was advertised (No. 14-006) and a larger group responded. The Real Estate Brokers will assist the City in listing and selling NSP homes, not in home purchase. The following is the list of Real Estate Brokers selected by staff and staff respectfully requests that the City Commission approve the use of the following firms:

*Watson Realty Corp. - DeLand - low bid at 5% commission
Re/Max Associates, Inc. - Deltona - bid 6% commission
Total Realty Corp. - DeLand - bid 6% commission
Weatherspoon Realty - Lake Mary - bid 6% commission*

After discussion, the Commission voted unanimously to approve the following list of real estate brokers to be used within the Neighborhood Stabilization Program: Watson Realty Corp. – DeLand, Re/Max Associates, Inc. – Deltona, Total Realty Corp. – DeLand, and Weatherspoon Realty - Lake Mary.

11. CITY ATTORNEY COMMENTS:

12. CITY MANAGER COMMENTS:

A. Lobbyist Update.

13. CITY COMMISSION COMMENTS:

14. ADJOURNMENT:

NOTE: If any person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting or hearing, he/she will need a record of the proceedings, and for such purpose he/she 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 (F.S. 286.0105).

Individuals with disabilities needing assistance to participate in any of these proceedings should contact the City Clerk, Joyce Raftery 48 hours in advance of the meeting date and time at (386) 878-8500.