

**CITY OF DELTONA, FLORIDA
CITY COMMISSION WORKSHOP MEETING
MONDAY, JUNE 8, 2015**

A Workshop Meeting of the Deltona City Commission was held on Monday, June 8, 2015 in the City of Deltona's 2nd Floor Conference Room at 2345 Providence Blvd., Deltona, Florida.

1. CALL TO ORDER:

The meeting was called to order at 5:30 p.m. by Mayor John Masiarczyk.

2. ROLL CALL:

Mayor	John Masiarczyk	Present (Left 6:07 p.m.)
Vice Mayor	Nancy Schleicher	Present (Arrived 5:31 p.m.)
Commissioner	Heidi Herzberg	Present
Commissioner	Mitch Honaker	Present
Commissioner	Chris Nabicht	Present
Commissioner	Diane Smith	Present
Commissioner	Brian Soukup	Present
City Manager	Jane K. Shang	Present
City Attorney	Becky Vose	Present

Also Present: Parks and Recreation Director Steve Moore, Fire Chief Mark Rhame, VCSO District Commander Erik Eagan and Information Technologies Director Steve Narvaez.

3. PLEDGE TO THE FLAG:

The City Commission and staff said the pledge to the flag.

Vice Mayor Schleicher arrived at the meeting at 5:31 p.m.

Mayor Masiarczyk opened the meeting for public comment.

Larry Kent, 235 River Village Drive, DeBary, stated that about six (6) weeks ago when there was a stormwater presentation by Gerald Chancellor, that he made a comment that the properties that have stormwater containment should not be paying for stormwater management, that there are provisions available that allow discounts to property owners that do have stormwater on their property, that staff provided him paperwork to fill out to receive a stormwater discount, that there is an issue with the ordinance requiring the original permit on older properties and changing the ordinance so that an inspection of the property could be performed and that the Commission should make it easier for business owners to receive the discount.

The Commission discussed the impact the provision would have on the stormwater rate and directed staff to see how the provision would impact the City.

Michael Putkowski, 2736 Courtland Blvd, Deltona, stated that there are three (3) things in District 1 that need to be brought to the City Manager's attention: 1. the sidewalks in that district go to nowhere, especially the sidewalks that lead to Friendship Elementary School which is a community school where many of the children walk or ride a bike to the school; 2. the roads need to be addressed in that District; and 3. that Elkcarn, Courtland and Haulover Boulevards and Captain

Drive are in desperate need of resurfacing. He also stated he wanted the City Manager's attention to be on providing different things for the misfortunate and needy.

Mayor Masiarczyk closed the meeting for public comment.

4. BUSINESS:

A. General discussion with new City Manager Jane K. Shang.

Mayor Masiarczyk gave City Manager Jane Shang the floor.

City Manager Jane Shang stated that her first week has been interesting, that she has met a lot of new people, that she has made the correct choice in choosing the City of Deltona and that she will make sure that the Commission knows that it has made the correct choice also. She stated that she will make changes and suggestions that will move the community forward.

The Commission discussed the flooding in the Wheeling Avenue area, getting a definitive answer to give to residents that are affected by it and having Tetra Tech perform a new topography evaluation of the area.

The City Manager asked to change the format of the Agenda by asking the Commission to post its "Additions or Deletions to Agenda" within 24 hours which would give the community an opportunity to come to the meeting.

The Commission and staff discussed the additions and deletions portion of the agenda, a new formal process for the Commission to add items to the agenda, the current process of adding items to the agenda and the process of agenda distribution.

After discussion, the Commission concurred to bring items to be added to the agenda to the City Manager the Monday before the meeting and to remove the "Additions or Deletions to Agenda" section of the agenda.

The City Manager asked the Commission to institute the ability to sign up via the Request to Speak forms for the Regular Commission Meetings online or physically the day of the meeting for public forum. She proposed the creation of an Agenda Review Meeting (ARM) prior to each Regular Commission Meeting which would address the items on the following Regular Commission Meeting, that the meeting would be publically noticed, that the public could attend but, there would be no opportunity for public comment because the meeting would only be approximately one (1) hour.

The City Attorney stated Agenda Review Meetings are conducted at a lot of cities.

The Commission and staff discussed the benefits of an Agenda Review Meeting, the date and time of the Agenda Review Meeting, changing the number of meetings a month, publicizing the Agenda Review Meeting and the public comment section of the Regular Commission Meeting.

Mayor Masiarczyk left the meeting at 6:07 p.m.

The Commission discussed when the first Agenda Review Meeting would be held.

After discussion, the Commission concurred to have the first Agenda Review Meeting on June 15, 2015 at 5:30 p.m. in the 2nd Floor Conference Room.

The City Manager asked the Commission to bring its issues to her so that she can learn them, that she would manage staff's workload and be accountable for staff's performance and that she would like staff to have the ability and benefit of presenting updated information to the Commission.

The Commission discussed staff presenting updated and correct information to the Commission.

The City Manager proposed changes to the dais, that she would like for the City Manager and City Attorney to sit at the dais with the Commission and she presented different options for the proposed seating arrangements on the dais.

The Commission discussed the changes to the dais, changing the position of the podium, the position of the flags and positioning the City Attorney and City Manager next to the Mayor.

The City Manager stated that she would present the Commission with a seating chart before the meeting and that the City Attorney and City Manager typically sit on the end of the dais.

The Commission discussed placing tape on the floor for pictures during Commission meetings.

After discussion, the Commission concurred to keep the podium by the City Clerk and move the City Manager and City Attorney on the dais.

The City Manager proposed monitors being placed on the dais and the Commission and staff discussed the benefits of monitors on the dais, the projector and television set up, the Emergency Operations Center television monitors, the cost of additional monitors and how many monitors would be able to be placed on the dais.

The City Manager asked the Commission what the value was of the City Manager's Weekly Report, she wanted to tie the report to metrics and she wanted to know why the information is provided.

The Commission and staff discussed the information on the current City Manager's Weekly Report, the items that the Commission wants to see in the reports, the reports being fluid and how often the report needs to be completed.

After discussion, the Commission concurred to change the format of the City Manager's Report at least monthly.

The Commission and staff discussed tracking of projects the Commission gives to the City Manager, adding action items to the agenda, the budget process, creating a Strategic Plan, beautification of the City, how to handle meetings where organizations or people are pitching items to the Commissioners, City events, a grant writer, bus benches, the senior center, a cost analysis of

a sports complex and community center, practice fields, lighting fields, creating a manageable project list, City owned property, franchise fees on commercial waste, Waste Pro services, fire assessment fees, the William S. Harvey Deltona Scholarship funding, topics for the West Volusia Summit, the transportation tax, the homelessness issue and Emergency Medical Service transport.

After discussion, the Commission concurred to e-mail all requests and questions regarding the West Volusia Summit to the City Manager.

The Commission discussed the Connectivity Study.

5. CITY MANAGER COMMENTS:

None.

6. ADJOURNMENT:

There being no further business the meeting adjourned at 7:34 p.m.

Karissa Cook, Administrative Assistant