

1 **MINUTES OF THE REGULAR MEETING** of the City Council of the City of Orange City, Florida,
2 held on Tuesday, February 14, 2017 at 6:30 p.m. in Council Chambers, 201 N. Holly Avenue, Orange
3 City.

4
5 **CALL TO ORDER**

6
7 The meeting was called to order at 6:30 p.m. by Mayor Blair and roll call was taken.

8
9 **ROLL CALL**

10
11 **PRESENT:** Mayor Gary A. Blair; Vice Mayor O. William (Bill) Crippen; Council Members: Bill
12 O'Connor, Jeff Allebach, Jim Mahoney, Anthony J. Pupello, Evelyn Robinson; City Attorney Bill
13 Reischmann; City Manager Dale Arrington; City Clerk Gloria Thomas.

14
15 **INVOCATION/PLEDGE OF ALLEGIANCE**

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17 The Invocation was given by Rabbi Paul Faulk—Ariel Ministries followed by the Pledge of Allegiance.

18
19 **1. ABSENCES:** None at this time

20
21 **2. PRESENTATIONS/PROCLAMATIONS:**

22
23 **A. Department Presentation – City Clerk**

24
25 Gloria Thomas, City Clerk, provided a Power Point presentation (a copy of which is attached and
26 becomes a permanent part of these minutes) that described the details of the day to day responsibilities
27 and operations of the City Clerk's Office.

28
29 **B. Department Presentation – Administration**

30
31 Dale Arrington, City Manager, described the details of a Power Point presentation (a copy of which is
32 attached and becomes a permanent part of these minutes) that included the responsibilities and
33 operations of the day to day functions in the City Administration Office.

34
35 Ms. Arrington noted the importance of the Information Technology (IT) department to the City.
36 Matthew Place, Information Technology Manager, provides 24/7 support for the City's networks and
37 computer equipment, including mobile and cellular devices. She discussed the challenges in the IT
38 department stating that additional staffing and an updated computer system and operating software are
39 needed. Ms. Arrington recommended upgrading the Microsoft system the City already has in place.

40
41 Next, Ms. Arrington mentioned the challenges in the Human Resource (HR) department. She noted that
42 the current Human Resources Manager, Andy McNeill also operates as Risk Manager. She noted that
43 additional staffing is also needed in the Human Resources department.

44
45 Council Members asked several questions. Ms Arrington advised that it would cost approximately
46 \$200,000 to hire employees for the IT and HR departments. A discussion about paperless employee
47 records and retention of employments records ensued. Mr. McNeill noted that the State requirement to
48 retain all employee records for 75 years.

49

1 Council Member Robinson suggested hiring temporary help for the departments. Council Member
2 Mahoney asked why Energov (the system used to keep track of business tax receipts) was unsupported.
3 Mr. Place replied that another company has purchased Energov and has discontinued their support. A
4 new system will be needed soon.

5
6 C. Department Presentation – Finance

7
8 Christine Davis, Finance Director, discussed the key components and primary functions of the Finance
9 department. Referring to a Power Point presentation. (a copy of which is attached and becomes a
10 permanent part of this minutes) Ms. Davis explained the day to day operations as well as the total budget
11 of her department. She stated staffing is the biggest challenge the Finance Department faces.

12
13 A question and answer forum ensued between Ms. Davis and Council discussing record retention for the
14 Finance Department and possibly expanding the seasonal part time position to a full time position.

15
16 D. Department Presentation – Police

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18 Police Chief Peter Thomas described the functions of the Police department. Referring to a Power Point
19 presentation (a copy of which is attached and becomes a permanent part of these minutes) Chief Thomas
20 explained the operating details, functions and the capital budget of the Police department. The main
21 challenge is manpower and recruitment of quality applicants. He noted construction of the new Police
22 department as well as updating standard operating policies were key projects the department is currently
23 working on.

24
25 A question and answer forum continued with Council Member Mahoney and Chief Thomas defining the
26 term “face to face calls” as any call the Police must respond to.

27
28 Ms. Arrington asked Chief Thomas to clarify the department’s challenge of manpower. He replied the
29 Police department lacks the manpower to sustain the growth of the City. He also noted the importance of
30 hiring and retaining quality candidates.

31
32 **3. CITIZEN COMMENTS:**

33
34 Sharon Stafford, 461 Clark St, came forward to share the details of the upcoming African American
35 Heritage Festival scheduled on February 24th to 26th. She invited council members to attend. Ms.
36 Stafford announced that the County is dedicating a Historical Marker plaque to the Coleman Head Start
37 on February 26th. She noted that invitations were placed in their mail boxes.

38
39 Michael and Deborah Thomas came forward to remind Council of the need for Collins Dream Park in
40 the City. They advised the tentative date for Collins birthday bash will be held on April 13th at Café
41 Davinci’s in Deland.

42
43 Fran Schwartz, 920 King Orange Dr., voiced her concern of new businesses having an impact on
44 increased police calls thus, affecting the need for an increase in police staff.

45
46 Don Sarro, 807 Gondovo Ct. Deland, came forward to compliment Ms Arrington and staff for providing
47 a great presentation to the students in the School of Government program. He provided an update of the
48 students’ future schedule.

1 **4. CONSENT AGENDA:**

- 2
3 A. Work Order No. 044-17 HDR Engineering, Inc to perform Trails Master Plan Study
4 B. Approve January 17, 2017 Workshop Meeting Minutes
5 C. Approve January 24, 2017 Regular Meeting Minutes
6

7 **Council Member Allebach moved to approve the Consent Agenda, seconded by**
8 **Vice Mayor Crippen and passed by 7/0 roll call vote of the City Council.**
9

10 **5. ORDINANCES – FIRST READING:** None at this time

11
12 **6. PUBLIC HEARINGS:-** None at this time

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14 **7. RESOLUTIONS:-** None at this time

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16 **8. DISCUSSION AND ACTION:**

17
18 A. US 17/92 Median Plan

19
20 Raul Palenzuela, Deputy Public Works Director, came forward. He recalled that Council Member
21 Allebach requested this item be put on the agenda. Mr. Palenzuela communicated the detailed plans for
22 the medians on 17-92. He delivered the current budget, conditions and the maintenance schedule for the
23 medians and discussed the Department of Transportation curb project plans.
24

25 Council Member Allebach voiced his concern about the unsightly weeds in the inlets around the City.
26 Gary Ayik, Public Works Superintendent replied, his crew is aware of the situation and they are in the
27 process of developing a plan to spray the weeds.
28

29 Council Member Pupello voiced his dissatisfaction with the situation of the medians. He stated Orange
30 City is lacking an ability to fully maintain the irrigation system.
31

32 Mayor Blair questioned why a specific irrigation system was needed for different types of grass. Mr.
33 Palenzuela replied the medians currently have St Augustine grass which is more water intensive than the
34 preferred Bahia grass. Mayor Blair commented the past City Manager's recommendation to install St
35 Augustine grass may have not been the best choice.
36

37 B. Approval of Strategic Plan Workshop Date

38
39 Ms. Arrington provided Council with dates to choose from for the Strategic Plan Workshop meeting
40 with Dr. Marlo. A tentative date of March 25th from 8:00 a.m. to 12:00 p.m. was chosen by Council.
41

42 **9. REPORTS:**

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44 **A. Mayor/City Council**

45
46 Mayor Blair reported on several meeting and ribbon cuttings that he has attended, specifically
47 mentioning the Community Breakfast for the Homeless, League of Cities, Central Fla. Labor Council
48 Legislative luncheon, Elected Official's Round Table, Water Resources Compact, EMS expo at

1 University High School, groundbreaking of the Deltona Civic Center and John Knox Village Holly
2 Villas.

3
4 Vice Mayor Crippen announced that the River of Lakes brochures are distributed at Welcome Stations
5 along the interstates. He stated, as we move forward with the CRA and see fruition of the downtown
6 area, having Blue Springs and the manatees will play a role in the City’s success. Visitwestvolusia.com
7 has added four new videos that will introduce more people to West Volusia. He also reported the
8 Volusia County Council is installing a dedication plaque at Deleon Springs elementary school on
9 February 25th and one to Coleman Head Start in Orange City on February 26th.

10
11 Council Member Allebach reported that he attended a recent TPO meeting. He reported the City Council
12 of New Smyrna Beach was approved for project funds from the TPO. He stated that precedent has been
13 set for Orange City to be approved for the Little French project.

14
15 Council Member O’ Connor revealed that 122 local people found new employment as a result of a
16 recent job fair. He remarked that a bike rally in Deland will bring thousands of motorcyclists through
17 Orange City.

18
19 Mayor Blair commented that he is on the board of the Citizens Organization for Blue Springs and that
20 Bartrom Trail map brochures were distributed at the last meeting.

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22
23 **B. City Manager** None at this time

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26 **C. City Clerk** None at this time

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29 **D. City Attorney** None at this time

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32 **10. NEW BUSINESS:** None at this time

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34 **11. APPROVAL OF MINUTES** None at this time

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36 **12. COUNCIL COMMENTS:**

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38 Council Member Pupello thanked everyone who attended the meeting. He enjoyed Rabbi Peter Faulks
39 prayer that stated a community is a family. He encouraged the citizens to communicate their needs to
40 Council.

41
42 Council Member Robinson stated that she enjoyed the opening of the new community, Holly Villa in
43 John Knox Village. She reported she worked the Manatee Festival, as well as attended the Volusia
44 County School Board meeting. She declared that she is becoming more comfortable in her new role as
45 Council Member.

46
47 Council Member Allebach expressed his delight in the Manatee Festival’s success. He regretted he was
48 unable to attend the funeral of Officer Craig Johnson.

49

1 Vice Mayor Crippen stated he is delighted that Blue Springs and the Manatees attract visitors to the
2 City. He stated he is proud to serve on the Council. He mentioned Bill Dreggors memorial service
3 stating he was also known as Mr. Deland.

4
5 Council Member O'Connor commented that he attended Officer Johnson's funeral. He thanked
6 everyone who attended the council meeting.

7
8 Council Member Mahoney commented he too attended Officer Johnson's Funeral.

9
10 Mayor Blair stated he attended Officer Johnson's funeral as well. He pointed out that Bill Dreggors was
11 instrumental in setting up Orange City's historic preservation District.

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13

14 **13. ADJOURN:**

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There being no further business to discuss, Mayor Blair adjourned the meeting at 8:53 p.m.

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RESPECTFULLY SUBMITTED:

APPROVED ON:

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22

02/28/2017

23 _____
Melani Brown, Deputy City Clerk

Date

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