

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

**April 20, 2011**

**7:00 p.m.**

Present were: Mayor Ed Kelley, Commissioners James Stowers, Troy Kent, Rick Boehm and Bill Partington, City Manager Joyce Shanahan, Assistant City Manager Ted MacLeod, City Attorney Randy Hayes, and City Clerk Veronica Patterson.

**A G E N D A**

- 1) Meeting call to order by Mayor Kelley.
- 2) Invocation by Pastor Willie Branch, Cassin Memorial American Legion Post 267.
- 3) Pledge of Allegiance.
- 4) **AUDIENCE REMARKS:**
- 5) **APPROVAL OF THE MINUTES** of the April 5, 2011, meeting.
- 6) **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. 2011-55 authorizing the approval and execution of a Purchase Authorization (Requisition 0000007874) for the purchase of portable bleachers for the Ormond Beach Sports Complex under County of Volusia ITB #10-B-78PW. (\$65,331.60) (Director of Leisure Services)
  - B) Resolution No. 2011-56 accepting a proposal from Barnes, Ferland & Associates, Inc., for environmental engineering services regarding the Nova Road Landfill Contamination Assessment; authorizing the execution of a work authorization and payment therefor. (\$82,629) (City Engineer)
  - C) Resolution No. 2011-57 authorizing and directing the submittal and execution of amendments to the Community Development Block Grant Subrecipient Agreements for Fiscal Years 2007-08; 2008-09 and 2010-11 between the City of Ormond Beach and the County of Volusia; authorizing the execution of amendments. (Grants Coordinator)
  - D) Resolution No. 2011-58 accepting the proposal of Zev Cohen & Associates, Inc., for engineering services regarding the development of parking and park facilities for Ormond Beach's Andy Romano Beachfront Park project; authorizing the execution of an agreement and payment therefor. (\$330,599.50) (City Engineer)
  - E) Community Engagement Plan for Ormond Beach's Andy Romano Beachfront Park.

DISPOSITION: Approve as recommended in City Manager memorandum dated April 14, 2011.
  - F) Wireless Communication Device Policy.

DISPOSITION: Approve as recommended in City Manager memorandum dated April 14, 2011.
  - G) Budget results for the FY 2010-11 General Fund and Water/Wastewater Fund.

DISPOSITION: Approve as recommended in City Manager memorandum dated April 14, 2011.
- 7) **PUBLIC HEARINGS:**
  - A) Ordinance No. 2011-11 annexing certain real property into the City of Ormond Beach, said property being generally located along the east side of North U.S. Highway 1 adjacent to the northbound entrance to Interstate 95 and being commonly located at 1567 North U.S. Highway 1; redefining the territorial boundaries of the City of Ormond Beach to include the property; re-designating the boundaries of Zone 1 of the City of Ormond Beach to include the property. (Second Reading) (Planning Director)

- B) Ordinance No. 2011-12 annexing certain real property into the City of Ormond Beach, said property being generally located along the east side of North U.S. Highway 1 adjacent to the northbound entrance to Interstate 95 and being commonly located at 1571 North U.S. Highway 1, redefining the territorial boundaries of the City of Ormond Beach to include the property; re-designating the boundaries of Zone 1 of the City of Ormond Beach to include the property. (Second Reading) (Planning Director)
- C) Ordinance No. 2011-14 amending the *Land Development Code* of the City of Ormond Beach by Amending Chapter 1, General Administration, of Article III, Definitions and Acronyms, Section 1-22, Definition of Terms and Words, by adding a definition for Type “D” restaurant; by amending Chapter 2, District and General Regulations of Article II, District Regulations, Section 2-25, Central Business (B-4), by adding Type “D” Restaurant type as a conditional use within the zoning district; and by amending Chapter 2, District and General Regulations of Article IV, Conditional and Special Exception Regulations, Section 2-57, Criteria for Review of Specific Conditional and Special Exceptions, Subsection R, by establishing criteria for Type “D” restaurants. (Second Reading) (Planning Director)

8) **DISCUSSION ITEMS:**

- A) Improvements to the Ames House.
- B) City landscaping contract.

9) **REPORTS, SUGGESTIONS, REQUESTS:** Mayor, City Commission, City Manager, City Attorney.

10) **CLOSE THE MEETING.**

Item #1 – Meeting Call to Order

The meeting was called to order by Mayor Kelley at 7:00 p.m.

Item #2 – Invocation

The invocation was given by Pastor Willie Branch, Cassin Memorial American Legion Post 267.

Item #3 – Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Kelley.

City Clerk

Sarah Mirus, Florida Association of City Clerks, read a proclamation in honor of Veronica Patterson, retiring City Clerk, and she presented flowers to Ms. Patterson.

Mayor Kelley read a proclamation honoring City Clerk Veronica Patterson. He stated in 1993, Ms. Patterson started work in Support Services as an Office Assistant; in 1996, she became the City Clerk. He stated she has conducted many City Commission meetings and compiled many agenda packets in that time. He wished her well in her retirement, traveling in her RV and spending time with her daughter and grandson.

Item #4 – Audience Remarks

Volusia Day

Jim Cameron, Vice President of Public Relations, Daytona Area Chamber of Commerce, thanked the Commission for their support of Volusia Day, March 23, in Tallahassee. He narrated a photo presentation from the event. He stated everyone wore blue shirts to signify unity, and he reported there were eighteen speakers at the event.

Firefighter Issues

Eric Summerlad, Vice President of IAFF #3499, stated Mayor Kelley had suggested at the last meeting that this was not the forum to discuss the Fire Department personnel, that it was a negotiated issue. Mr. Summerlad stated this was the only forum for him to discuss the issues, the number of employees budgeted, replacement vehicles, or transport. He discussed staffing, and he stated the fire truck being put into service was not a replacement, but the truck the City was forced to purchase after the Commission determined to utilize the Quint concept.

Item #5 – Approval of the Minutes

Mayor Kelley advised the minutes of the April 5, 2011, regular meeting had been sent to the Commission for review and were on the City’s website for public review. Mayor Kelley asked for any corrections, additions, or omissions. Mayor Kelley stated that hearing no corrections, the minutes would stand approved as presented.

Item #6 – Consent Agenda

Mayor Kelley advised the action proposed for each item on the Consent Agenda was so stated on the agenda. He asked if any member of the Commission had questions or wished to discuss any item separately.

Mayor Kelley stated a citizen had asked that Item #6E be pulled from the agenda.

**Commissioner Kent moved, seconded by Commissioner Stowers, for approval of the Consent Agenda, absent Item #6E.**

Call Vote:	Commissioner Stowers	Yes
	Commissioner Kent	Yes
	Commissioner Boehm	Yes
	Commissioner Partington	Yes
Carried.	Mayor Kelley	Yes

Item #6E – Community Engagement Plan for Ormond Beach’s Andy Romano Beachfront Park

**Commissioner Kent moved, seconded by Commissioner Boehm, for approval of Item #6E.**

Norman Lane, 1314 Northside Drive, stated the Community Engagement Plan was a good plan. He asked if at the public meeting, during the “choose” phrase, if the design plans would be presented to the public or be the ones already presented, and if not, what the designs would be.

Mayor Kelley stated the design engineering firm had been selected to create new plans.

City Manager Shanahan stated the three voluntarily submitted plans were set aside, and the Community Engagement Plan was to allow the public feedback on the new plans.

Mr. Lane asked how public comments would be addressed, recorded and become a part of the process.

City Manager Shanahan stated Dwight Durant and Beth Lemke from Zev Cohen and Associates were available to answer questions.

Mr. Lane asked when the first meeting would be held.

Mayor Kelley stated the meeting schedule was in the packet of information, and the public would be welcome.

Dwight Durant, President of Zev Cohen & Associates, introduced himself and Beth Lemke, who was the author of the Community Engagement Plan.

Ms. Lemke stated any comments would be documented and answered, as well as posted on the City’s website. She stated the Commission briefings would brief the Commission prior to the public meetings as to the details before discussions with the public. She stated it might simply be a packet of information.

Mayor Kelley stated the City’s website would provide access to all the information regarding the park, along with the opportunity for any citizen to comment.

Mr. Durant stated a manual would be available in the City Manager’s office for anyone who might not have internet access.

Call Vote:	Commissioner Kent	Yes
	Commissioner Boehm	Yes
	Commissioner Partington	Yes
	Commissioner Stowers	Yes
Carried.	Mayor Kelley	Yes

Item #7A– Annexation of 1567 North US1

ORDINANCE NO. 2011-11

AN ORDINANCE ANNEXING CERTAIN REAL PROPERTY INTO THE CITY OF ORMOND BEACH, SAID PROPERTY BEING GENERALLY LOCATED ON THE EAST SIDE OF NORTH U.S. HIGHWAY 1 ADJACENT TO THE NORTHBOUND ENTRANCE TO INTERSTATE 95 AND BEING COMMONLY LOCATED AT 1567 NORTH U.S. HIGHWAY 1; REDEFINING THE TERRITORIAL BOUNDARIES OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; RE-DESIGNATING THE BOUNDARIES OF ZONE 1 OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; PROVIDING FOR TRANSMISSION; PROVIDING FOR SEVERABILITY; AND SETTING FORTH AN EFFECTIVE DATE.

Mayor Kelley stated this was a public hearing, and there were no requests to speak.

**Commissioner Boehm moved, seconded by Commissioner Partington, for approval of Ordinance No. 2011-11, on second reading, as read by title only.**

Commissioner Stowers stated his law firm, Cobb Cole, was working with the City Attorney on various matters related to the North US1/I95 Corridor; therefore, he would abstain from voting on the item.

Call Vote:	Commissioner Boehm	Yes
	Commissioner Partington	Yes
	Commissioner Stowers	Abstain
	Commissioner Kent	Yes
Carried.	Mayor Kelley	Yes

Hearing no objections, Mayor Kelley closed the public hearing.

Item #7B– Annexation of 1571 North US1

ORDINANCE NO. 2011-12

AN ORDINANCE ANNEXING CERTAIN REAL PROPERTY INTO THE CITY OF ORMOND BEACH, SAID PROPERTY BEING GENERALLY LOCATED ON THE EAST SIDE OF NORTH U.S. HIGHWAY 1 ADJACENT TO THE NORTHBOUND ENTRANCE TO INTERSTATE 95 AND BEING COMMONLY LOCATED AT 1571 NORTH U.S. HIGHWAY 1; REDEFINING THE TERRITORIAL BOUNDARIES OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; RE-DESIGNATING THE BOUNDARIES OF ZONE 1 OF THE CITY OF ORMOND BEACH TO INCLUDE THE PROPERTY; PROVIDING FOR TRANSMISSION; PROVIDING FOR SEVERABILITY; AND SETTING FORTH AN EFFECTIVE DATE.

Mayor Kelley stated this was a public hearing, and there were no requests to speak.

**Commissioner Kent moved, seconded by Commissioner Partington, for approval of Ordinance No. 2011-12, on second reading, as read by title only.**

Commissioner Stowers stated this was a matter his firm, Cobb Cole, was assisting the City Attorney Randy Hayes, therefore, he would abstain from the vote.

Call Vote:	Commissioner Partington	Yes
	Commissioner Stowers	Abstain
	Commissioner Kent	Yes
	Commissioner Boehm	Yes
Carried.	Mayor Kelley	Yes

Hearing no objections, Mayor Kelley closed the public hearing.

Item #7C – LDC Amendment – Restaurant Type “D”

ORDINANCE NO. 2011-14

AN ORDINANCE AMENDING THE *LAND DEVELOPMENT CODE* OF THE CITY OF ORMOND BEACH BY AMENDING CHAPTER 1, GENERAL ADMINISTRATION, OF ARTICLE III, DEFINITIONS AND ACRONYMS,

SECTION 1-22, DEFINITION OF TERMS AND WORDS, BY ADDING A DEFINITION FOR TYPE “D” RESTAURANT; BY AMENDING CHAPTER 2, DISTRICT AND GENERAL REGULATIONS OF ARTICLE II, DISTRICT REGULATIONS, SECTION 2-25, CENTRAL BUSINESS (B-4), BY ADDING TYPE “D” RESTAURANT TYPE AS A CONDITIONAL USE WITHIN THE ZONING DISTRICT; AND BY AMENDING CHAPTER 2, DISTRICT AND GENERAL REGULATIONS OF ARTICLE IV, CONDITIONAL AND SPECIAL EXCEPTION REGULATIONS, SECTION 2-57, CRITERIA FOR REVIEW OF SPECIFIC CONDITIONAL AND SPECIAL EXCEPTION, SUBSECTION R BY ESTABLISHING CRITERIA FOR TYPE “D” RESTAURANTS; REPEALING ALL INCONSISTENT ORDINANCES OR PARTS THEREOF; PROVIDING FOR SEVERABILITY; AND SETTING FORTH AN EFFECTIVE DATE.

Mayor Kelley stated this was a public hearing, and there was one request to speak if needed to answer questions.

**Commissioner Stowers moved, seconded by Commissioner Partington, for approval of Ordinance No. 2011-12, on second reading, as read by title only.**

Call Vote:	Commissioner Stowers	Yes
	Commissioner Kent	Yes
	Commissioner Boehm	Yes
	Commissioner Partington	Yes
Carried.	Mayor Kelley	Yes

Hearing no objections, Mayor Kelley closed the public hearing.

#### Item #8A – Ames House

City Manager Shanahan stated that over the last few years, there had been a water intrusion issue at the Ames House, including during the storm of 2009 when significant water intrusion occurred. She stated that resulted in concerns regarding the air quality in the building, due to mold and mildew. She reported the results of the evaluation showed the air to be suspect in some areas. She stated the City Engineer worked with the City’s construction management company to estimate the cost of creating a watertight building, which was presented to the Commission in a three phase approach: Phase I would replace twelve hurricane-resistant windows, including the headers, on the north and east side of the building; Phase II would replace an additional 26 windows on the south and west side, and replace mortar joints; and Phase III was repairs to the conference building. She stated that staff was looking for direction as how to proceed with the repairs, possibly including Phase I in next year’s CIP budget.

Commissioner Kent asked for the cost of each window in Phase I.

Acting City Engineer John Noble stated he did not have the cost per window, but the windows were heavy duty, high impact commercial windows.

City Manager Shanahan stated that the information was on Hall Construction’s proposal, Main House: Year 1, item 8, which was twelve windows at \$22,181.

Commissioner Kent stated he wanted to fix the Ames House, but not at \$300,000. He stated the proposal made him question the contract with Hall Construction, and he asked for a meeting with Hall Construction to discuss why it would cost so much.

City Manager Shanahan stated the hope was that the Phase 1 window replacement project might resolve the majority of the issue of the water intrusion, which would eliminate Phase II and Phase III. She stated the problem was that the Ames House would fall into disrepair if left vacant.

Commissioner Kent stated he wanted to leave the City Attorney’s office at the Ames House, but was not willing to spend \$300,000.

Mayor Kelley reported he had been discussing a public/private partnership with an individual who was interested in restoring the Ames House. He stated there was plenty of space at City Hall for the Legal Department, and the Legal Department needed to be at City Hall to be more a part of the City. Mayor Kelley reported that he would like to hold a workshop to discuss general ideas that had been shared with him by citizens for the Ames House, the MacDonald House, and other issues. He stated he would not vote to renovate the Ames House, because it would

be \$500,000 by the time it was done, and it could not be justified to spend \$500,000 to house the Legal Department.

Acting City Engineer Noble pointed out that a major part of the expense was repointing the mortar joints, which was labor intensive.

Commissioner Boehm stated he was troubled by the lack of competition from a continuing contract. He stated the system was covered by statute, but it was frustrating when staff could negotiate with only one provider.

Commissioner Partington stated he was inclined to leave the Legal Department in the Ames House, but he would like to consider information about the space available at City Hall and any public/private partnership. He stated Hall Construction had provided valuable service at a fair price and had actually saved the City money in the past.

John Noble explained that open bids had to go to the lowest bid, which was not always the best decision; whereas, the construction management contract allowed the City to get what was wanted.

Commissioner Partington stated staff had done a good job in the past getting the best deal for the City, but he would like more information before making a decision.

Commissioner Boehm stated it was not possible to project costs for a project over three years; the building could deteriorate further, prices could increase, or multiple variables that would increase the costs in Phase II and Phase III.

Commissioner Stowers stated he was inclined to keep the City Attorney's office at the Ames House, but he would like more information regarding a public/private partnership; and he would withhold his decision until he received more information. He stated this was a historical building, and the Historical Landmark Preservation Board should have review and input into the issue. He agreed the costs proposed did seem high, but it was important to take a closer look due to the age and location of the building, which many citizens wanted to keep.

Mayor Kelley stated he did not understand the Commission's reluctance to move the Legal Department back to City Hall, where they could be accessible only through the back of the building, which would prevent the public from being able to enter the City Attorney's offices.

Commissioner Stowers stated that should the Commission decide to keep the Ames House, there was benefit in keeping the City Attorney's offices off-site to prevent interruptions.

Mayor Kelley stated he and City Manager Shanahan had discussed the problem and determined the City Attorney's offices could be located downstairs at City Hall with entrance only through the back of the building, not from the hallway. He stated the Legal Department had been located upstairs at City Hall next to the City Manager's office for many years and managed to operate just fine, until relocation to the Ames House in 1999.

City Attorney Hayes stated he did not want to get into their discussion, which included costs to repair the Ames House and what to do with the Legal Department. He stated he had opinions, but did not feel it was the appropriate forum for him to express them. He stated the Commission's approach was a good one, to get more information and study the issue before making a decision. He requested he would like to be involved in any decision relative to where the Legal Department was located, due to the interruptions from not only walk-ins, but staff, phones and emails. He stated the amount of space at the current location was the correct amount of space for the department, and a spatialization study would need to be done to determine the amount of space the department would need.

Mayor Kelley stated if he took on a public/private partnership, he could do it for much less than the amount proposed for the City to do it, which was proved at the Sports Complex. He stated the reason he brought up space available was because there was room for the Legal Department at City Hall, rather than pay for upkeep on an old building.

Commissioner Kent stated there was room at City Hall now, but he expressed concern that in ten or more years the decision to move the Legal Department back to City Hall might be regretted when staff increased. He stated he had heard from citizens that want the City to keep the Ames House.

City Manager Shanahan stated staff would get more specific details on costs, which could be done through the CIP process or a workshop.

Mayor Kelley reported the Commission consented to the issue as part of the CIP process.

Item #8B – City Landscaping Contract

Commissioner Kent thanked staff for providing him with much needed information. He stated he would submit his report to staff, which could be disseminated to the other members of the Commission. He stated some of the possible problems with the dead juniper plants were spider mites, improper irrigation, or blight. He stated the irrigation system should be elevated to determine if the irrigation heads were adjusted properly. He suggested a better solution might be Asiatic Jasmine, which was drought and cold tolerant, grew in full sun in most soils, resistant to weeds and pests, and did not need mowing; and he showed photos of Asiatic Jasmine. He stated the medians were planted with St. Augustine grass, but he stated grass was not necessary for medians. He requested Director of Leisure Services Robert Carolin and Facilities Maintenance Supervisor Steve Stershic, to answer a couple of questions, and he asked who maintained the irrigation systems,

Facilities Maintenance Supervisor Steve Stershic stated two in-house workers maintained the irrigation systems.

Commissioner Kent applauded Servillo & Sons for taking a contract whereby they did not have full control of the landscaping. He asked the source of the water used for irrigation.

Facilities Maintenance Supervisor Stershic stated it was potable, reclaimed water and on some sites, it was ponds.

Mayor Kelley stated he thought the discussion was to be about the landscape maintenance contract. He stated staff was asked to provide information on the contract. The Mayor questioned whether it was the Commission's responsibility to micro-manage the type of plants used in the medians. He stated he would like to discuss the concerns with the contract, not the design of the medians. He suggested a workshop to discuss the issue of landscaping.

Commissioner Kent stated he did not mean to frustrate the Mayor, but he had not known about Asiatic Jasmine, and he asked the other Commissioners if they wanted to hear about Asiatic Jasmine. He stated he did not want to rebid the contract, but it was important to have this discussion before making a decision about the contract.

Commissioner Stowers stated he was not opposed to having Paul MacDonald meet with the Commission in a separate discussion. He stated he had suggested Mexican Petunias to Paul MacDonald and Paul explained they were a Level 1 invasive plant. He stated his point was that there was someone on staff who had the necessary knowledge of plants.

Commissioner Boehm stated this was a significant enough issue that there should be a workshop to discuss the details with Paul MacDonald and Servillo & Sons because the Commissioners all had varying levels of knowledge, and a workshop could provide them all with the same level of knowledge to make a decision.

Commissioner Kent stated his point was not to make a decision now, but to get the Commission rethinking the issue with a workshop including Paul MacDonald, Steve Stershic, and a representative from Servillo & Sons.

Mayor Kelley stated he did have experience with junipers over the years; some look great today and others have died. He stated that he was misquoted in the newspaper article, and what he said was that if the junipers were replaced, he would give the medians an A-, but there was no one who could determine why the junipers died. The Mayor thanked Commissioner Kent for recognizing and bringing the issue to the Commission, because the City did have a problem. He stated this issue was that somewhere along the line, somebody should have known the junipers were dead besides you.

Commissioner Kent stated he was excited about a ground cover that required about 1/16<sup>th</sup> of the amount of water, less fertilizer and that required fewer man hours to maintain. He asked the Commission to rethink this issue.

Mayor Kelley stated a workshop would allow the Commission to get the information needed to make an informed decision.

Commissioner Kent pointed out that Memorial Gardens used 30,000 gallons of potable water a month, because the well went dry. He stated the plan was to get reuse water to the park for irrigation.

Mayor Kelley stated that Commissioner Kent brought up a serious situation for the Commission to review the landscaping and use of landscaping.

Commissioner Kent stated he would like to see enough changes that Servillo would have to rebid the contract because of less mowing and different irrigation.

Commissioner Partington commented that there was no recommendation provided in the City Manager memorandum; therefore, he felt he did not have enough information. He stated the Commission relied on staff to give recommendations.

City Manager Shanahan stated staff was just trying to discern the Commission's direction on the matter of rebidding. She stated staff did not have a recommendation at this point, which was why it was a discussion item, rather than an action item. She suggested a workshop on May 17 before the regular meeting on landscaping and irrigation. With Commission approval, City Manager Shanahan would give notice of intent to the current contractor.

Mayor Kelley stated a workshop would be held on May 17 with the necessary staff members to provide all the information necessary for the Commission to make a decision.

#### Item #9- Reports, Suggestions, Requests

##### Kudos

Commissioner Kent thanked Ned Huhta for a tour of the hardened data center, and he felt sure the City's data was safe. He thanked City Manager Shanahan for holding the monthly Walk with the Manager. He stated several of his constituents participated and really enjoyed it. He stated Paul MacDonald, Steve Stershic and Robert Carolin were helpful with a tour of the landscaping, including the best and the not so best.

##### Boundless Playground

Commissioner Kent stated he toured the progress of the boundless playground, which was amazing, and he was reminded again of how much an employee could love what he was doing. He stated Paul MacDonald was working on a barrier around the base of the rock climbing wall to prevent the little children from digging under the edge to access the hollow inside of the rock climbing wall. He congratulated Commission Boehm for all his work on the Boundless Playground.

##### Personnel

Commissioner Kent stated he was concerned about burning out employees by asking them to continue to do the job of several and it had never been his intent to do this long term. He asked for a meeting with the City Manager on the subject.

##### Meeting Change

Commissioner Kent stated that he would not be available for the June 7 meeting.

Commissioner Partington stated he could change his schedule for the June 7 meeting to June 1.

##### City Clerk

Commissioner Kent stated he was a little late this evening because he was waiting for his wife to return home, so he did not have time to tell the City Clerk beforehand that he was really going to miss her. He stated she was quick to answer his questions, one of the sweetest individuals he knew, and he wished her the best.

Commissioner Boehm stated when you were a citizen interested in becoming a commissioner, City Clerk Ronnie Patterson gave you a well organized, step-by-step manual for what to do while running for office. He stated her knowledge was unsurpassed, unfailingly gracious, and would be greatly missed.

Commissioner Partington stated he had worked with Ronnie Patterson for over ten years on the Commission, and it had been a pleasure. He stated she was always pleasant and professional, and he would miss her voice when she read the titles of the resolutions and ordinances. He stated she was a true, dedicated professional.

Commissioner Stowers stated he would echo Commissioner Boehm's comments. He stated every time he needed direction, she was there to calm him and provide him with information. He stated he, too, will miss City Clerk Patterson's voice reading the titles.

The City Manager stated the City Clerk was the most professional City Clerk she had ever worked with; and she was dedicated, professional, as well as sharing her knowledge. She stated the City Clerk was irreplaceable.

Assistant City Manager Ted MacLeod stated he did not know what he was going to do without Ms. Patterson. He stated they had been running the City for so long, he did not know what he was going to do.

City Attorney Hayes stated it would be a lot different without Ms. Patterson, and he spoke of ways to keep her at the City.

Mayor Kelley stated the City Clerk was the one who kept him straight, and was always willing to make the time to assist the Commission. He stated she was not replaceable, but he hoped she enjoyed her time.

The City Clerk stated this Commission had made her job easy for her. She stated she had been lucky; although, some times had been a challenge. She stated she was not young when she started working for the City, which was her first government position, and she stated she could honestly say she had never worked with such a high caliber group of people as the City staff. She stated staff was dedicated, put in long hours and cared about the City. She stated the taxpayers of Ormond Beach were well served. She thanked the Commission for all they had done for her.

#### Doug Thomas - National PAL Volunteer of the Year

Commissioner Boehm pointed out that Doug Thomas was a man who had devoted his life to the children of Ormond Beach, and reported some of Mr. Thomas' activities to benefit the City. He stated it was a pleasure and honor to know him.

City Manager Shanahan stated Doug Thomas was the National PAL Volunteer of the Year, and she congratulated Mr. Thomas.

Mayor Kelley congratulated Doug Thomas, and he stated it was such an honor for a local person to be named as the National PAL Volunteer of the Year.

#### National Women's Tennis Champions

Commissioner Boehm stated that Rita Press informed him that the Trails 6.0 Women's tennis team won a national championship. He asked City Manager Shanahan to schedule recognition for them at a future meeting.

#### Water

Commissioner Partington stated the budget reports showed 140 million gallons produced in February and billed 120 gallons, which meant that 20 million gallons of water were lost. He asked staff to suggest ways to prevent the loss.

Commissioner Stowers stated new ideas were forthcoming, such as the electronic agenda, which saved staff time and paper, while being a quick and easy way to get the agenda. He stated he appreciated the Mayor's suggestion to sit down and discuss ideas like landscaping to upgrade the look of the City. Commissioner Stowers suggested a workshop be held for the Commission to exchange ideas. He stated the downtown development was continuing with Bill Jones renovating and creating new businesses, and he commended Bill Jones for his vision, which would continue to pay dividends for owners and the City.

#### City Manager Updates

City Manager Shanahan stated Commissioner Partington had volunteered to attend the hearing in Tallahassee on the House Bill on pension reform.

City Manger Shanahan stated that Doug Thomas would be honored at the PAL conference in Reno, and Mayor Kelley would be introducing him to the audience.

City Manager Shanahan stated The Casements will be recognized at the 2011 Statewide Preservation Awards ceremony on May 20 in Winter Park. She stated that if no Commission members were available to attend, Siobhan Daly could attend to accept the award.

City Manager Shanahan stated the Florida League of Cities was advertising for their annual conference in the "Quality Cities Magazine." She asked if the Commission would approve a small ad in the magazine, although, she noted it had not been done in the past.

Mayor Kelley stated he never understood why the City had never done that, and he was supportive of an ad, possibly referencing that the City had adopted form-based code.

City Manager Shanahan stated she wanted to update the Commission on several items:

- (1) a Property Maintenance ordinance was scheduled for 1<sup>st</sup> reading on June 7;
- (2) the construction management construction contract would be bid;
- (3) proposed policies were being implemented to improve transparency and accountability in purchasing and procurement, which would be presented to the Commission;
- (4) piggyback contracts would be only for goods, not services, and no older than six months old, with no substitutions;
- (5) staff would be establishing time for the Commission to review the scope of work for bids greater than \$25,000;
- (6) annual contracts up for renewal, greater than \$25,000 would be reviewed by the Commission; including ones with automatic renewals;
- (7) sole source contracts would be better scrutinized; and
- (8) unified dispatch with the County was still under discussion between staff and the County.

Mayor Kelley asked the Commission to make notes on ideas to be discussed at workshops to discuss policies and ideas.

Permit

Mayor Kelley reported a friend of his wanted to put a shed in his backyard. He stated the process required a drawing; and the 12 x 12 drawing required an engineer's seal, which cost \$600 to get an engineer to certify. He stated this bothered him that someone would be required to go through that put a storage shed in their backyard.

Charter

Mayor Kelley asked if there was a requirement for periodic Charter review.

City Attorney Hayes stated the Commission had the authority to review the Charter in segments or in total at any time. He stated a task force or committee of limited duration could be appointed to study any portion the Commission desired to be reviewed.

Item #10 – Close the Meeting

The meeting was adjourned at 9:15 p.m.

APPROVED: May 3, 2011

BY: Ed Kelley, Mayor

ATTEST:

Veronica Patterson, City Clerk