

AFTER ACTION REPORT

**REGULAR CITY COMMISSION MEETING
TUESDAY, JULY 6, 2010
6:30 P.M.**

**DELTONA COMMISSION CHAMBERS
2345 PROVIDENCE BLVD.
DELTONA, FLORIDA**



AGENDA

1. **CALL TO ORDER - 6:30 p.m.**
2. **ROLL CALL - CITY CLERK**
3. **SILENT INVOCATION AND PLEDGE TO THE FLAG:**
4. **APPROVAL OF MINUTES & AGENDA:**
 - A. **Minutes:**

Regular City Commission Meeting – June 21, 2010.

Commission voted unanimously to adopt the minutes of the Regular City Commission Meeting of June 21, 2010 with corrections.
 - B. **Additions or Deletions to Agenda.**
5. **PRESENTATIONS/AWARDS/REPORTS:**
 - A. **Presentation of GFOA Distinguished Budget Presentation Award to the City's Finance Department.**
6. **PUBLIC FORUM – Citizen comments for items not on the agenda.
(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 Award of Bid #10020, Nuisance Abatements – Enforcement Services Department.

The City previously bid Nuisance Abatements and made an award to two contractors, Housemen, LLC and Total Lawn Care. Total Lawn Care's insurance has expired and was not renewed. Therefore, Housemen, LLC is the only company that is currently used by the City.

The services required are for abatement work to include clearing properties of trash and debris, on an as needed basis, as a yearly contract. These services are performed at specific vacant, abandoned or occupied properties, as designated by the City Code of Ordinances. Code of Ordinances states that if the property owner does not remove the condition(s), the City shall have the condition(s) corrected at the owner's expense.

Due to the amount of properties requiring these services, request was made for Purchasing to solicit bids so that an additional company could be used to provide the required services.

Seven bids were received. The overall low bidder is FCG, Inc.

The City typically spends \$40,000 annually for abatements. FCG, Inc. would be given approximately \$10,000 for the remainder of this fiscal year and then each company would be given a blanket PO for \$20,000 for each annual renewal period upon annual Commission appropriation.

After discussion, the Commission voted unanimously to approve award to FCG, Inc. to provide nuisance abatement services for the remainder of the current fiscal year and renewed annually in accordance with the bid and Commission appropriation of funding for these services.

8. ORDINANCES AND -PUBLIC HEARINGS:

A. Public Hearing – Resolution No. 2010-08, Final Assessment Resolution for the creation of the Sullivan Street Streetlighting District.

The City has received a petition requesting the creation of a new Streetlighting District for Sullivan Street. The petition bears thirty-six (36) signatures representing 51% of the property within the proposed boundaries. The proposed District will include the installation of ten (10) 100 watt HPS roadway street lights on existing overhead distribution poles. Sixty-eight (68) platted lots of approximately equal size exist within the proposed streetlighting district. The estimated annual charge per platted lot for the first year is \$97.79. The estimated annual charge per platted lot for second and subsequent years is \$14.97.

After discussion, the Commission voted unanimously to adopt Resolution No. 2010-08, creating the Sullivan Street Streetlighting District.

9. OLD BUSINESS:

A. Consideration of appointment of one (1) member to the Planning & Zoning Advisory Board (Mayor Mulder's appointment) (Tabled June 7, 2010).

Mr. Jose Irizarry, II appointed by Mayor Mulder to the City's Planning and Zoning Advisory Board has resigned from the Board effective May 19, 2010.

The City has run press releases and posted the openings on D-TV, the City's WebPage and bulletin boards. To date, the City has received applications from the following interested individuals: James E. Baumann, Eileen Gallagher, Jennifer Jane Healey, Benjamin Reyes, Helen Santos and Harry Wilkins.

After discussion, the Commission voted unanimously to confirm the appointment of Eileen Gallagher (Mayor Mulder's appointment) to the Planning and Zoning Advisory Board for the remainder of a term to expire March 15, 2013.

B. Request for Approval of Award of Bid No. 10015, Construction Administration Services.

The City Commission previously approved an award to three (3) General Contractors to perform work for the Neighborhood Stabilization Program (NSP) and the housing rehabilitation programs. In order to expedite these projects, there is a need for Construction Administration Services.

Purchasing solicited bids from General Contractors, with preference given for LEED AP Certification, to provide Construction Administration services for the Neighborhood Stabilization Program and the housing rehabilitation programs within the Community Development Division. The work consists of the following:

- Conduct and document pre-construction meetings with the contractor and homeowner;

- Review inspection reports to assist in defining the scope of work for each home being rehabilitated;
- Ensure the work being completed by the contractors is evenly distributed and ensure that deadlines are met;
- Ensure that bids for work are in compliance with pre-established pricing;
- Respond to the contractor's requests for information (RFI) and issue necessary clarifications and interpretations;
- Review documentation and process the contractor's monthly requests for payment including obtaining their certified payroll and ensuring that it is in compliance with the Davis Bacon Act;
- Assist the owner in managing disputes with and claims from the contractor during construction;
- Make weekly visits to the construction site to hold progress meetings, to observe the work in progress, to evaluate conformance with the plans and specifications, and to observe field testing by the resident monitor;
- Generate bi-weekly progress reports;
- Review requests for change orders, evaluate costs, review project schedule changes, negotiate with the contractor, as necessary, and prepare required change order documentation for Owner approval;
- Confirm that required notifications of construction progress have been sent to the Planning and Development Department; and
- Provide additional services related to Construction Administration as may be required.

Six bids were received. Overall, the lowest qualified bidder was Ruby Builders, Inc.

[After discussion, the Commission voted 6 to 1 \(Commissioner Zischkau voted against the motion\) to approve the award of Bid No. 10015 to Ruby Builders, Inc., for Construction Administration Services and to authorize the City Manager to enter into said agreement for such services.](#)

10. NEW BUSINESS:

- A. Request for approval of staff proposal for City rebate of additional homestead exemption tax benefits to qualified low income seniors.**

On August 17, 2009, the City Commission adopted Ordinance No. 14-2009 which by its terms increased the additional homestead exemption for qualifying persons and property from \$25,000 to \$50,000. The City did not deliver a copy of this

Ordinance to the Property Appraiser by December 1, 2009 as required by State law. As a result, this additional exemption cannot be reflected in the tax rolls for the upcoming fiscal year 2010-2011 as originally intended by the City Commission. Staff now proposes an alternative method to accomplish the spirit of the original City Commission directive. Staff would like to issue rebate checks to all affected individuals in an amount equal to the tax benefit that would have been received had this information been reflected on the current tax rolls.

If approved, City staff will issue checks in October 2010 and unless instructed otherwise will not issue checks for amounts less than \$1.

After discussion, the Commission voted 6 to 1 (Commissioner Zischkau voted against the motion) to direct City staff to send rebate checks in October 2010 to all qualified persons in an amount equal to the tax benefit they would have received had the additional homestead exemption granted by City Ordinance No. 14-2009 been reflected in the upcoming tax rolls for fiscal year 2010-2011.

- 11. CITY COMMISSION COMMENTS:**
- 12. CITY ATTORNEY COMMENTS:**
- 13. CITY MANAGER 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 at least three (3) working days in advance of the meeting date and time at (386) 878-8100.