



# City of Palm Coast

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## Meeting Minutes City Council Workshop

*Mayor Jon Netts*  
*Vice Mayor Bill McGuire*  
*Council Member Jason DeLorenzo*  
*Council Member David Ferguson*  
*Council Member William Lewis*

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**Tuesday, March 12, 2013**

**9:00 AM**

**Council Conference Room**

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>Other matters of concern may be discussed as determined by City Council.

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### **A. Call to Order**

*Mayor Netts called the meeting to order at 9:00 a.m.*

### **B. Pledge of Allegiance to the Flag**

### **C. Roll Call**

**Present:** 4 - Mayor Netts, Vice Mayor McGuire, Council Member Ferguson, and Council Member Lewis

**Excused:** 1 - Council Member DeLorenzo

### **D. PRESENTATIONS**

- 1**     [13-69](#)     ORDINANCE 2013-XX RELATING TO THE DESIGNATION OF CENTRAL PARK IN TOWN CENTER AS THE CITY'S CIVIC CENTER.

**Attachments:**     [Ordinance-Central Park as Civic Center](#)  
[ABT License Holders](#)  
[Municipal Civic Center Designation List](#)

*Mr. Landon gave a brief overview of this item. Ms. Lisa Gardner, Special Events Coordinator, introduced Mark Woods with Fun Coast Bartending. Ms. Gardner and Ms. Jackie Gonzalez, Land Development Technician, gave a PowerPoint presentation (attached to these minutes).*

CM Ferguson asked how was the \$20 down to \$3 gate cost analysis done and how the liquor license is involved. Ms. Gardner - Reinvesting the dollars; not just the bar, but what our total expenses are and our projections of money coming in; we don't have a high cost for talent this year; an average of everything.

CM Ferguson - How many more people do you expect with the lower gate cost? Ms. Gardner - Approximately 6,000 people last year, and we're adding the barbecue (contest) aspect and an additional day and talent search for country music, so we're expecting 10,000-12,000 this year.

Mayor Netts - How does our guest (Mr. Woods) fit in? Ms. Gardner stated if the City Council adopts an ordinance allowing Central Park to be our civic center; we would apply for the permit and the City would obtain an alcohol license; Fun Coast Bartending is a vendor that we could hire; he's an experienced bartender.

Mr. Woods told of his work background - worked at the Old Harborside Inn and Golden Lion. He launched his company in April 2011, fully trained, tips certified bartenders/servers (deals with the laws serving alcohol; over consumption and underage drinking). He's certified with the State to provide this training. He would staff and run the bar pavilion and wants to make it a safe experience for everyone.

CM Lewis - How are you being compensated? Ms. Gardner - Flat fee, \$1,250.

VM McGuire - How much do we pay the Sheriff for traffic control? Ms. Gardner - It varies, usually two people patrolling all day long and one at night; she will research the cost.

VM McGuire - Do you think the capacity of these events with parking will limit these events? Ms. Gardner - Maybe in the future, but right now we have a lot of space (she gave the breakdown of numbers of spots in the different areas).

CM Ferguson - Has the designation of a park being a civic center strictly been proposed for the purpose of selling alcohol? Ms. Gonzalez - It opens up the license possibilities to more than not-for-profit entities; other participants; opens us up to other areas that we have never been exposed to before.

Council consensus.

**The Ordinance was Continued.**

**2**      [13-46](#)

**DISCUSSION OF STORMWATER RATE STRUCTURE BY  
REQUEST OF CITY COUNCIL.**

Mr. Landon gave a brief overview of this item. Mr. Chris Quinn, Finance Director, gave a PowerPoint presentation - Stormwater Rate Structure Discussion (attached to these minutes). Ms. Lina Williams, Budget & Financial Analyst, was also present.

VM McGuire - What is the difference between system-wide facility costs and drainage improvements? Mr. Quinn explained system-wide facility costs are something that serve everyone in the community; canal maintenance, major arterials; and drainage improvements are dealing with smaller local pipes, ditches, local drainage, etc.

- Inequities in Current Rate Structure slide:

Mayor Netts - What would the impact be on a vacant parcel less than an acre? Mr. Landon - No change.

Mayor Netts - What are we talking about in terms of dollars? Mr. Landon - They are one ERU (Equivalent Residential Unit).

Mayor Netts - So, 1 acre vacant lot would be the same as 1/4 acre residential lot? Mr. Landon - Yes, one ERU. Ms. Williams added, the proration for this year was approximately \$128 per year.

VM McGuire - How much ad valorem tax does a person with 1 acre undeveloped lot pay; what if you didn't have a rate structure and do an increase in ad valorem taxes? Mr. Quinn - For every \$100,000 in taxable value, someone pays \$430 in City taxes.

Discussion about moving more toward ad valorem taxes rather than the rate structure to get rid of inequities; would have to be done slowly and supplement with the general fund.

Mayor Netts - How do you qualify for the 95% service credit? Mr. Landon - The larger property owners that were never part of a large (ITT) developed area, out on U.S. 1 for example, argued that they had even less impact on the system. 70% is the technical side; part of the reserved tracts and inside the area developed by ITT; they are platted; not the same as a vacant lot.

Mayor Netts - Let's suppose City Council decides to extend the reduced service credit to the 127 properties; that would result in a deficit of \$200,000, is that correct? Mr. Landon - \$200,000 on the books, but most of the 127 (property owners) do not pay.

CM Lewis thinks the third bullet is best (reduced service credit extended to the 127 properties).

Mayor Netts - What would we have to do procedurally? Mr. Landon - We will prepare something for you to take action. Attorney Reischmann believes we have to amend the ordinance that was adopted in 2011 that created the rate structure.

Mayor Netts - Let's say we're going to deal with the largest inequity now, what about past due accounts; can we handle these inequities retroactively? Mr. Landon - Yes, if you recognize them as inequities, and you are going to fix them; 127 parcels is manageable.

Council consensus regarding the 127 parcels. Mr. Landon - This will come back to Council at a workshop, and if accepted, then approval at next business meeting following that.

VM McGuire - Is this an enterprise fee; if we change the methodology; we have to move away from having an enterprise fund? Mr. Quinn - If tax only (funded), it cannot be an enterprise fund, which is funded through fees for services rather than taxes.

CM Ferguson - Does this action, if agreed upon eventually, take away the inequities of the 127 parcels; lead us to any of the 6 options to make it fairer? Mr. Landon - No. Mayor Netts - No, this is the first bite of the apple.

Mr. Quinn added that it was discussed last summer that if we replaced the stormwater fee with just taxes; it would be \$225 added for every \$100,000 in taxable value, which would bring our millage rate somewhere around 6-3/4.

**The Presentation was Received and Filed.**

3      [13-70](#)      PRESENT AN UPDATE OF THE PHASED DEVELOPMENT OF THE STORMWATER MODELING AND STORMWATER MANAGEMENT MASTER PLAN WITHIN THE CITY OF PALM COAST.

*Mr. Juan Bostwick, Stormwater Engineer, and Mr. Mark Troilo, our consultant Engineer with Singhofen & Associates, gave a PowerPoint presentation - Drainage Study Sections 30 & 34 (attached to these minutes).*

*CM Lewis - Is blue okay (aerial map on Section 30 slide)? Mr. Landon - Blue is actually water, red (c) is bad deficiencies - water getting into yards, yellow (b) is acceptable.*

*VM McGuire - Can we see the (mathematical) model? Mr. Troilo - Yes.*

*- Recommended Improvement Plan slide:*

*Mayor Netts - Are these all projects that can be done in-house? Mr. Bostwick - Yes, significant savings.*

*VM McGuire - What does roadway deficiencies eliminated mean? Mr. Bostwick - When the red deficiency spots turn to yellow or green (after improvements - guiding water away from homes, off the road, etc.).*

*CM Ferguson - It's all gravity fed, not pumped? Mr. Troilo - Correct.*

*- Current & Future Work slide:*

*Mayor Netts - \$32,000 permitting cost is to St. John's Water Management District? Mr. Bostwick - No, to our consultant to obtain the permit.*

*VM McGuire - Are the construction costs predicated on doing the work in-house? Mr. Bostwick - No, these are based on putting it out to bid. Mr. Landon - Based on experience, we know we can beat that.*

*Mayor Netts - How far out is the future model development? Mr. Bostwick - We could do this every year, but we need to get caught up on construction first. Mr. Landon stated the Bird of Paradise area will be first.*

*VM McGuire asked about the six sigma elements and mathematical models, where usually the only thing that changes going forward is the parameters that you introduce to the equation. If you have models in place for Section 35; how would that be different from the model you use for Section 1 and 2, except for the individual parameters? Mr. Troilo - We actually have a model that covers the whole City, portions are done to a high level of detail and others are done to a coarser level.*

*VM McGuire - How much impact fees are earmarked to stormwater? Mr. Landon - Zero, it's unusual for cities to use impact fees.*

**The Presentation was Received and Filed.**

E.      **WRITTEN ITEMS**

4      [13-68](#)      RESOLUTION 2013-XX APPROVING AN AMENDMENT TO THE INTERLOCAL AGREEMENT WITH THE FLAGLER COUNTY SHERIFF'S OFFICE.

**Attachments:**     [Resolution Amendment to IA-Flagler County Sheriff  
Amendment - IA Sheriff](#)

*Mr. Landon gave a brief overview of this item.*

*CM Lewis - Is Sheriff going to ask for more money? Mr. Landon doesn't believe so; the proposal is the same.*

*CM Lewis - The Sheriff is putting more (effort) towards youth programs; how much of that is going to be passed on to us? Mayor Netts thinks it's going to be a shift of his funds in his budget. Mayor Netts pointed out the City's cost is based on a per-deputy cost above and beyond what the Sheriff provides throughout the County.*

*Mr. Landon will send out copies of the current contract to Council for review and any comments or suggested changes.*

*CM Ferguson pointed out an error in Section 2 of the proposed Resolution (mentioning American Traffic Solutions, which will be corrected).*

**The Resolution was Continued.**

**5**     [13-52](#)

RESOLUTION 2013-XX APPROVING A ONE-YEAR PRICE AGREEMENT WITH HARRIS CULVERT, INC. TO PURCHASE VARIOUS TYPES OF DRAINAGE PIPES.

**Attachments:**     [Resolution-Price Agrmt.-Harris Culvert for Pipe](#)  
[Contract Summary - Harris Culvert](#)  
[Bid Opening Tab](#)  
[Various Pipes Pricing Sheet](#)

*VM McGuire - Where is Harris Pipe? Mr. Landon - Bunnell.*

**The Resolution was Continued.**

**6**     [13-59](#)

RESOLUTION 2013-XX APPROVING PIGGYBACKING THE CONTRACT BETWEEN MILLER PIPELINE, LLC, AND LEE COUNTY FOR INSTALLATION OF CURED IN-PLACE LINERS FOR 8" GRAVITY SEWER PIPE ON OAK TRAILS BLVD.

**Attachments:**     [Resolution Piggybacking Miller Pipeline](#)  
[Engagement Letter - Miller Pipeline](#)  
[Miller Pipeline Pricing Breakdown](#)  
[Letter from Miller Pipeline](#)  
[Miller Pipeline Pricing Sheet](#)

*Mr. Landon gave a brief overview.*

*VM McGuire - Is this the liner used in sewer pipes to negate the affect of sulfur dioxide gases, etc.? Mr. Ralph Hand, Utility Supervisor - This is the actual pipe/line from manhole to manhole; they lay in liner cut to fit the pipe (impregnated with epoxy) and inject pressurized steam to open the liner to take the place of the old pipe and it cures in place in 3-4 hours.*

VM McGuire - What is the life expectancy of this product? Mr. Hand - 50 years.

Mayor Netts - What do you do with the sewage when you're repairing the line? Mr. Ashburn, Utility Systems Manager - They plug the line and pump it out. Mr. Landon - Public won't even know it's being done.

CM Ferguson - Cost per linear ft.? VM McGuire - \$27.

**The Resolution was Continued.**

7      [13-64](#)

RESOLUTION 2013-XX APPROVING A SERVICE CONTRACT WITH ARROW MATERIALS & EXCAVATING, INC., FOR THE REMOVAL AND HAULING OF LIME SLUDGE FROM WATER TREATMENT PLANT 1

**Attachments:**      [Resolution-Arrow Materials & Excavating Contract](#)  
                                 [Contract Summary - Arrow](#)  
                                 [Bid Opening Tab sludge hauling](#)

CM Lewis - Where do they take the sludge? Mr. Adams, Public Works/Utility Director - This contractor, Arrow, will haul it back to their facility on Old Kings Rd., south of SR100 and use it for road base.

CM Ferguson - This is only for Water Treatment Plant 1? Mr. Adams - Correct.

Mayor Netts - Didn't we invest in a sludge dryer? Mr. Adams - Yes, that was for the wastewater side (brown sludge).

CM Lewis - Is this lime that accumulates on your glass? Mr. Adams - Yes.

**The Resolution was Continued.**

## F.      DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

CM Ferguson - Brown sludge (wastewater byproduct), could that undergo a solution by BCR (BCR Environmental patented wastewater treatment solution)? Mr. Adams - Yes, currently we use a centrifuge process; pay someone to haul it out of the plant and give it some additional treatment and turn it into fertilizer; we could do the process (BCR) in a different manner and turn it into a class A sludge which means it is useable in fertilizer.

CM Ferguson - Is the clock ticking with respect to our current practice of sending it to Volusia and their permitting status? Mr. Adams - We are dependent on that vendor to remove our sludge, so if their permit (with Department of Environmental Protection) expires and they don't go through the process of renewing; we rely upon them, so we would have to take different steps; the BCR treatment will be looked at as a viable alternative.

Mayor Netts was approached by Mayor Canfield, President of the Historical Society, they are going to have to vacate the High School property by this summer. We have an obligation to assist them. He asked Mr. Landon to give this some thought. The Historical Society still thinks the house on Kasper Dr. is an option.

Discussion that previous City Council created the Historical Society; at some point we will find them a permanent home.

Mr. Landon gave an update on where we are now; temporary solution would be in this building (160 Cypress Point Pkwy.) on the second floor, but not sure what the cost may be. A more permanent solution is the bridge club is working on coming up with funds for an add-on to the Community Center; what we're talking about doing is an alternative entrance to the Community Center, like a visiting center, where the Historical Society volunteers can welcome visitors, display their items, etc.

Mayor Netts - What is the current usage of the two classrooms at Holland Park? Mr. Landon believes we offered that to them also.

CM Ferguson - What about the County? Mayor Netts - The County has its own Historical Society.

Mayor Netts - Council will be getting a draft resolution from the Northeast Florida Regional Council (NEFRC); he gave the background of the NEFRC and described that we are a part of it (7 counties in it). If we want to change our comprehensive plan, if we want to change our vision for the future; our plan has to go to the NEFRC to be sure it is consistent with the regional vision. Under State Statute, every 10 years these regional councils have to review/update their regional strategic policy plan. The second draft of this plan is in the Council Office for review and the resolution is in support of the second version of this plan.

VM McGuire - How binding is the resolution? Mayor Netts - It is just supporting it; he doesn't believe there is anything in there that is contrary to our vision.

Mayor Netts - Let's say we want to make a change to our LDC (Land Development Code); we would send it to them for review. It would come back to the City with any recommendations, but ultimately the City could do what they want to do, but it may be inconsistent with the regional plan.

CM Lewis - How would that be, consistent or not consistent with what happens with the TPO (transportation planning organization)? Mayor Netts - That's where we are in this interesting situation; we are part of the TPO that is south of us and that deals with only transportation issues, whereas the NEFRC deals not only with transportation issues but environmental, economic development, etc.

CM Lewis - So, no conflict with us? Mayor Netts didn't think so.

Mayor Netts - There is a subset of the NEFRC; the Regional Community Institute (RCI), RCI is charged with doing a study on sea level rise and this is an information kind of study giving impacts on the community if sea level rises.

## **G. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**

Attorney Reischmann stated Council asked for a summary of the code requirements that apply to Council's decision process for appointments to the City's advisory boards. He handed out a memo and exhibits to Council (attached to these minutes) and he went through the contents of the memo.

VM McGuire - We don't currently have a Utility Advisory Committee (UAC)? Attorney Reischmann - That is his understanding.

CM Lewis - Are there any experience requirements for the UAC; can we require certain qualifications? Attorney Reischmann - Yes. Mayor Netts added that when the City started talking about buying the utility, that was when the UAC was developed

*and the members were highly qualified professionals and were very important in supporting the City's acquisition of the utility.*

*Mr. Landon - It is hard to keep the interest up in the UAC when there is nothing for them to discuss; there is no quorum; people didn't apply for the committee, and that's why they are not meeting.*

**H. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**

*No comments.*

**I. ADJOURNMENT**

*The meeting was adjourned at 11:28 a.m.*

*Respectfully submitted,  
Barbara Redline*

[13-71](#)

**MEETINGS CALENDAR AND AGENDA WORKSHEET**

**Attachments:**    [Meeting Calendar](#)  
                                  [Agenda Worksheet](#)

[13-72](#)

**ATTACHMENTS TO MINUTES**

**Attachments:**    [1-Designating Central Park as Civic Center](#)  
                                  [2-Stormwater Rate Structure Discussion](#)  
                                  [3-Stormwater Modeling & Mgmt. Master Plan](#)  
                                  [G-Attorney Memo on Boards & Committees](#)