



City of Palm Coast

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

Meeting Minutes City Council Workshop

Mayor Milissa Holland
Vice Mayor Steven Nobile
Council Member Robert G. Cuff
Council Member Nick Klufas
Council Member Heidi Shipley

Tuesday, July 11, 2017

9:00 AM

City Hall Community Wing

City Staff

Jim Landon, City Manager

William Reischmann, City Attorney

Virginia A. Smith, City Clerk

>Public Participation shall be in accordance with Section 286.0114 Florida Statutes.

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

>If you wish to obtain more information regarding the City Council's agenda, please contact the City Clerk's Office at 386-986-3713.

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>City Council Meetings are televised on Charter Spectrum Channel 495 and on AT&T U-verse Channel 99.

>All pagers and cell phones are to remain OFF while City Council is in session.

A. Call to Order

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

B. Pledge of Allegiance to the Flag

C. Roll Call

City Clerk Virginia Smith called the roll.

D. PRESENTATIONS

- 1 [17-275](#) PRESENTATION BY SHERIFF STALY ON INCREASED LAW ENFORCEMENT SERVICES IN PALM COAST AND ASSOCIATED COSTS

Mr. Landon provided a brief overview to three items on the agenda (item 1, item 2 and item 3) relating to Law Enforcement services in the City of Palm Coast. Sheriff Staly

presented a PowerPoint presentation, which is attached to these minutes.

Mayor Holland-So this (additional 5 deputies) is solely for the traffic unit in Palm Coast? Ans: Sheriff Staly-Correct. The 10 deputies will definitely support Palm Coast but they will be more crime related deputies. But one of the biggest issues we have in Palm Coast is traffic (complaints, violations, and fatalities).

Mayor Holland-Do you think a lot of the traffic accidents is caused by distracted drivers? Do you know what they are attributed to? Ans: Sheriff Staly-There is a huge increase in distracted driving that is causing it. I think it goes back to distracted driving and that there are more cars and drivers on the road. It is a combination of all of that.

VM Nobile-What would the number be if we removed the fatalities from I95 and US 1? Ans: Sheriff Staly-It would only reduce, since January, about 3 or 4.

CM Cuff-One other question from your previous chart, it appears that the total number of crashes were actually higher 2 or 3 years ago. Is there any reason as to why? Ans: Sheriff Staly-I think the chart on the right did not include the TCI crashes. (Mr. Weber clarified it was the one on the left).

CM Klufas-If we have the additional forces the City of Palm Coast, do you anticipate traffic stops returning back to the levels where they were previously when we had a unit in Palm Coast? Ans: Sheriff Staly-I can tell you this that I have a motivated team right now and obviously if we had 5 more dedicated there would be more traffic stops.

CM Shipley-The added five traffic officers will free up five other deputies for other concerns we are having in Palm Coast? Ans: Sheriff Staly-Well we are not going to take anything away from the City of Palm Coast. So you will add 5 deputies strictly for traffic enforcement. I have asked the County for 10 additional deputies to help with the crime in Palm Coast and Flagler County.

Mayor Holland-Would you put these particular deputies in particular zones? Ans: Sheriff Staly-Correct. Those additional five would be dedicated to working strictly in Palm Coast in the highly problematic areas of Palm Coast. Traffic is the number one complaint in Palm Coast.

Mayor Holland-How long do you think this increase will meet your needs? Ans: Sheriff Staly-The new contract requires that Mr. Landon and I discuss staffing levels yearly. The last time a staffing increase occurred, I think the population has grown by 20,000 to 25,000 residents. Currently, we have 1.3 deputies per thousand of residents overall in the County. The recommendation by the Nation Association of Police is 2.5 deputies for every 1 thousand residents. We will not ever be at 2.5 but most sheriff offices are between 1.9 and 2. It is an underfunded, under staffed agency. We are still one of the fastest growing counties in the State of Florida.

CM Klufas-What is the time frame for when you hire a deputy and when they get on the streets? Ans: Sheriff Staly-Let me answer that with a few responses: once we know what the budget is and what the authorized staffing is, we will start the process to hire. We have actually started the hiring process. If they are funded to start October 1, then our goal is to start them on October 1. If funded in January, then they start in January. They would have to go through our classroom and field training as well. That could take anywhere from 12 to 16 weeks. If they come experienced, then field training is reduced. If they are a green rookie, then it would take the whole 16 weeks. You would

see them on the street (if hired in September), December, January the latest.

CM Cuff-Your typical patrol deputy, what is the annual cost? Ans: Sheriff Staly-The cost is the same. The budget numbers are for rookie deputies. It is not likely a rookie would be assigned to traffic. It would be an experienced deputy.

CM Cuff-So the new deputies would be assigned to other duties, not traffic? Ans: Sheriff Staly-Correct.

Mayor Holland-Do you school deputies do any education on texting and driving for the students? Ans: Sheriff Staly-Yes, they do.

VM Nobile-What is the target result if we approve these five deputies? Ans: Sheriff Staly-To reduce the number of fatalities.

VM Nobile-Any idea of the spike in 2014, 2015, 2016? Ans: Sheriff Staly-That is before my time, but we will see if we can pull the data for you.

VM Nobile-Are the statewide fatalities local (Floridians) or out of state people? Ans: Sheriff Staly-I have not looked at the statewide data, but I can tell you that the traffic crashes and fatalities here are those that live in the surrounding counties traversing through.

Mayor Holland-Gang recruitment video presented to the County-are you getting closer to resolving that issue regarding recruiting efforts on the video that was on YouTube? Ans: Sheriff Staly-A recruiting video for gangs that targeted three communities, Palatka, Palm Coast, Daytona Beach with their drugs coming out of Orlando. For a YouTube video, it was probably one of the best video productions I have seen on YouTube. These kinds of cases take a long time to make because when we make them, we want them to go away to prison for a very long time. We are actively pursuing them and other gang members. I will not allow them to feel this is a bedroom community where they feel safe to do their crime and drugs. If they get a hold of this community, you will lose your quality of life. Communities are losing their quality of life. I will not let that happen under my watch.

CM Shipley-Are you doing things in the schools to prevent kids from being involved in the gangs? Ans: Sheriff Staly-Yes, we have ideas that we are working on. We have Resource Deputies in the high schools but not in the elementary schools. I am going to address having the deputies in the elementary schools. Drug prevention in the middle school.

Mayor Holland-Do you see the opioid epidemic in our City? Ans: Sheriff Staly-It is starting to come here; it is not as prevalent here in Flagler. It is very prevalent in Jacksonville and St. John's. We have had a couple of deaths. I have applied for a grant to have Narcan available in all deputy cars.

Mr. Landon provided an overview to the process of the request for the 5 additional deputies.

The Presentation was Received and Filed.

2 [17-290](#)

RESOLUTION 2017-XX APPROVING AN INTERLOCAL AGREEMENT WITH THE FLAGLER COUNTY SHERIFF'S OFFICE FOR LAW ENFORCEMENT SERVICES IN PALM COAST, WITH STAFFING

LEVELS DETERMINED BY CITY COUNCIL EACH YEAR DURING THE ANNUAL BUDGET APPROVAL PROCESS

Attachments: [Resolution IA Sheriff](#)
[IA FCSO Law Enforcement Services redline](#)

This item was heard under item 1.

Additional Council discussion under this item.

Mr. Landon provided an overview to this item.

Mayor Holland-How many City events do we have per year? Ans: Commander Carman-Approximately 15. I do not have the total off the top of my head. I can get that to you. Our event crew are basically our traffic crew.

Mayor Holland-When someone outside wants to host an event at for example, Town Center. Ans: Commander Carman-They contract directly with the Sheriff's office.

The Resolution was Continued.

Enactment No: R2017-78

3 [17-283](#)

PRESENTATION OF THE FISCAL YEAR 2018 PRELIMINARY GENERAL FUND BUDGET AND PROPOSED MILLAGE RATES

Mr. Landon provided an overview to this item. Ms. Lina Williams, Budget Analyst, Mr. Quinn, Finance Director provided a PowerPoint presentation, which is attached to these minutes.

VM Nobile-If at the end of the year we have the 8,395, is that already in the increase? Ans: Ms. Williams-Correct.

CM Klufas-Are these changes mostly to personnel (looking at Central Services slide)? Ans: Ms. Williams-Yes. Central Services has went through a lot of changes this year.

VM Nobile-Is the fleet budget basically maintenance costs? Ans: Mr. Quinn-Maintenance and replacement, future replacement accumulation.

VM Nobile-Those funds are taken from areas that are using it? Ans: Ms. Williams-Correct.

CM Shipley-Has this person been already hired (Construction Engineering slide)? Ans: Ms. Williams-No.

CM Cuff-The proposed increased, new person, new vehicle, and the rest is for existing personnel? Ans: Ms. Williams-Correct.

Mayor Holland-The landscape architect position, is that Mr. Butler's position (Planning slide)? Ans: Ms. Williams-That is a new position.

VM Nobile-Why are we paying for a school resource officer? Ans: Mr. Landon-The idea is that during the summer and other times they are actually in the neighborhoods. It was part of the negotiations to make sure we had deputies that got in the neighborhoods. We have found that what they learn in our schools and then go out into

the neighborhoods is very valuable.

CM Shipley-Does overtime get affected from hurricanes? Ans: Mr. Landon-Absolutely.

Mayor Holland-How much of this budget is overtime (for Fire)? Ans: Mr. Quinn-Just under \$500,000.

Mayor Holland-Is Parks Facilities Maintenance under Public Works? Ans: Mr. Landon-Yes.

Mayor Holland-When does the ballot measure regarding homestead take affect for us? Ans: Ms. Williams-2019? Mr. Quinn-In about 2020.

VM Nobile-Are there any transfers that are not from a department that are under budget? Ans: Mr. Quinn-Those are transfers into the General Fund from other Funds.

CM Klufas-Are there other departments, such as IT, that are covered under different funds? Ans: Mr. Quinn-Yes. IT has their own fund.

Mayor Holland-Have you taken into account the new Strategic Action Plan and put in placeholder in the budget? Ans: Mr. Landon-Yes.

Mayor Holland-Have we ever looked at diversifying our revenue? Would an electric tax be able to be utilized for anything? Is it operational as well? Ans: Mr. Landon-Yes. Mr. Quinn-Yes, the Franchise Fees and the Public Service Tax are basically unrestricted; in other words City Council can determine what they want to do with those.

VM Nobile-What is our deadline to set this? Ans: Mr. Quinn-August 1.

CM Shipley-Where does the money come from now for our emergency fund? Ans: Mr. Quinn-The money was accumulated over years out of general revenues. Everything that was spent, which was basically everything for Hurricane Matthew, we expect to get significant reimbursement from FEMA . As FEMA pays us, which we cannot guarantee when that will actually be, we will eventually get a good portion of that back.

CM Shipley-What would happen if we had a hurricane right now? Where does that emergency money come from now? Ans: Mr. Landon-We also have a very strong fund balance in utility and the general fund, and our operating funds, I think are slightly over our policy. We have our emergency reserve funds that are dedicated just for that and then you have reserves that can handle that. Feel very comfortable that those reserves are still more than enough, with the idea that eventually we will get reimbursed by FEMA.

Mayor Holland-Our fund balance is a little over 20%? Ans: Mr. Landon-Yes.

Mayor Holland-We have seen an increase in the property values, and I think in another workshop you showed we had \$963K, where does that money go? Ans: Mr. Quinn-It goes into the General Fund and it is included in this budget that we just went through. One of the things to keep in mind is the Sheriff is predicting a 3% in costs, for instance, so our General Fund budget now is \$32mil. So just a 3% COLA on \$32mil is \$900K.

VM Nobile-Streetlight program-if we approve, will we get hit with all the cost at October 1? Ans: Mr. Quinn-No.

Mayor Holland-Is there an objection to setting it at 4.6 maximum millage rate?

CM Shipley-I am okay with the 4.6.

VM Nobile I am okay but would like to see the 10 year plan.

CM Klufas-I am comfortable setting it at 4.6.

CM Cuff-4.6 sounds good to me.

The Presentation was Received and Filed.

4 [17-254](#)

RESOLUTION 2017-XX APPROVING THE CONSOLIDATED ACTION PLAN FOR FFY 2017-2021, INCLUDING THE ANNUAL ACTION PLAN FOR FFY 2017 (FY 2017/18), FOR CDBG FUNDS

Attachments: [Resolution-CAP](#)
[DRAFT CAP with Updated Allocation Amount](#)

Mr. Landon provided a brief overview to this item. Mr. Jose Papa provided a PowerPoint presentation, which is attached to these minutes.

Mayor Holland-At the Mayor's National conference, there was talk that funding for this was going to be cut, have you heard about that? Ans: Mr. Landon-That would take action by Congress.

VM Nobile-Is that 80% of the City (looking at map in PowerPoint)? Ans: Mr. Papa-explained the map.

Mayor Holland-Affordable housing, work force housing-we look at these funds and the mobility to get to employment places, do we figure that in as part of our driving issue of saying if you put sidewalks in place close to those centers, then it allows for the opportunities of close proximity? Ans: Mr. Papa-It provides for those opportunities in that if the target is a low-moderate income area.

Mayor Holland-How many have utilized the SHIP program? Ans: Mr. Papa-I do not know. Mr. Landon-We agreed to pool our SHIP dollars with the County's SHIP dollars and have the County administer the program.

Mayor Holland-Is the Citizen's Advisory Task Force our PLDRB board members? Ans: Mr. Papa-It is a combination of our PLDRB members and members of the Affordable Housing Advisory Committee (AHAC), who are residents of the City.

Mayor Holland-The need for the Sesame trail was because the Seminole trail did not have access to the neighborhood? Ans: Mr. Landon-The master plan called for all streets that did not have residential driveways attached to it. Sesame/Citation is the loop that does not have any driveways attached to it. It was always part of the plan to complete that loop.

Mayor Holland-The first time I was out to the Seminole Woods Park was recently, is that where they are tearing up the sidewalk? Ans: Mr. Landon-The area being torn up is related to utility underground pipes being put in place. We waited on Sesame until the underground work was completed. The existing sidewalks were in place when the

park was built.

VM Nobile-You said we can do about 6 or 7 homes based on the 245? Ans: Mr. Papa-Not based on 245, based on the average from the previous 5 years where the annual, it is coming out to about 25,000.

VM Nobile-Are there any people who have an application in, who qualify, and we do not have funds? Ans: Mr. Papa-I believe in the past we have been able to assist everyone.

VM Nobile-We put in a placeholder for stormwater drainage in the 5 year plan but this presentation is about 2017. Ans: Mr. Papa-Yes.

Mayor Holland-What is recommended in the \$50,000? Ans: Mr. Papa-A portion of it goes to the summer camp scholarships, with the expansion of the Community Center, it will increase (but not that much) but approximately the program would need an additional \$5 to \$10K.

CM Cuff-Is the \$245,000 based on past year demands? That is a substantial increase? Ans: Mr. Papa-That is where the public outreach would come from. The \$138K is a 5 year average. It increases every year.

CM Shipley-Public Interests-we each have our own ideas, when is the time for when I would request grant dollars to be included for a specific program? Ans: Mr. Landon-The program would have to be established, then accept applications in accordance with the program.

Mayor Holland-Have we ever been part of emergency funding, for example a single mom needed money for a water bill or rent? Ans: Mr. Papa-Income payments are not eligible activity for CDBG Funds.

The Presentation was Continued.

Enactment No: R2017-79

5 [17-279](#)

DISCUSSION - STATE LOBBYIST SERVICES

Attachments: [Project Manual - RFP-ADM-17-50 - DRAFT](#)
[Project Manual - RFP-17-50 - DRAFT Price Form](#)

Mr. Landon provided a brief overview to this item. Mayor Holland provided further information on state lobbying. Is in favor of going out to bid and contracting with a larger firm with lobbyists who have offices throughout Florida. We will need very aggressive lobbyists in the next few years.

VM Nobile-What is it that Palm Coast would push Tallahassee for? Ans: Mayor Holland-Our utility projects.

Mr. Falgout provided a PowerPoint presentation, which is attached to these minutes.

CM Shipley-Is there a higher price to get the larger lobbyist firm? Ans: Mayor Holland-No.

VM Nobile-How would this process work with our current lobbyists? Ans: Mr. Landon-They would be allowed to speak only about current issues, not their submittal

of an RFP.

CM Shipley-References-can we contact our current representatives to see who they would want us to work with? Ans: Mr. Falgout-We would want to include that in your process. Mayor Holland cautioned on including this.

CM Cuff-Your proposal for RFP's would include pricing? Ans: Mr. Falgout-Yes.

City Council took a five minute recess.

The Presentation was Received and Filed.

E. WRITTEN ITEMS

6 [17-273](#) RESOLUTION 2017-XX PROVIDING SUPPORT TO AMEND THE BOUNDARIES OF THE TOWN CENTER AT PALM COAST CDD

Attachments: [Resolution-Town Center CDD Expansion](#)
[Petition for Expansion of Town Center CDD](#)
[Map of Expansion](#)

Mr. Landon provided a brief overview to this item.

The Resolution was Continued.

Enactment No: R2017-81

7 [17-270](#) RESOLUTION 2017-XX APPROVING ONE-YEAR MASTER PRICE AGREEMENTS WITH H.D. SUPPLY, FERGUSON WATERWORKS, AND FORTLINE, INC TO PURCHASE VARIOUS UTILITY SUPPLIES

Attachments: [Resolution - Utility Supplies](#)
[Notice of Intent to Award ITB-PW-U-17-43](#)
[ITB-PW-U-17-43 Re-Bid - Price Agreement for Utility Supplies - Executive Summary \(1\)](#)

Mr. Landon provided a brief overview to this item.

CM Shipley-Did the prices go up or down? Ans: Mr. Landon-It all varies. Some went down.

The Resolution was Continued.

Enactment No: R2017-80

8 [17-282](#) RESOLUTION 2017-XX APPROVING AN AGREEMENT WITH THE CITY OF PALM COAST HISTORICAL SOCIETY

Attachments: [Resolution Historical Society](#)
[Palm Coast Historical Society Agreement](#)

Mr. Landon provided a brief overview to this item.

The Resolution was Continued.

Enactment No: R2017-82

9 [17-285](#) RESOLUTION 2017-XX APPROVING CONTRACTS WITH MULTIPLE FIRMS FOR MARINE DESIGN SERVICES

Attachments: [Resolution - MARINE DESIGN](#)
 [RFQ-CD-CME-17-36- Notice of Intent to Award](#)
 [RFQ-CD-CME-17-36 Marine Design - Executive Summary](#)

Mr. Landon provided a brief overview to this item.

The Resolution was Continued.

Enactment No: R2017-83

10 [17-287](#) RESOLUTION 2017-XX APPROVING CONTRACTS WITH LANZO TRENCHLESS TECHNOLOGIES SOUTH AND INSITUFORM TECHNOLOGIES FOR CURED-IN-PLACE REHABILITATION SERVICES

Attachments: [RESOLUTION - Cured in Place Pipe](#)
 [RFP-CD-CME-17-37- Notice of Intent to Award](#)
 [RFP-CD-CME-17-37 Cured in Place Pipe - Executive Summary](#)

Mr. Landon provided a brief overview to this item.

VM Nobile-This is the form inside the pipe? Ans: Mr. Landon-Yes.

The Resolution was Continued.

Enactment No: R2017-84

11 [17-288](#) RESOLUTION 2017-XX APPROVING A CONTRACT WITH LABOR FINDERS FOR TEMPORARY LABOR SERVICES.

Attachments: [Resolution Labor Finders](#)
 [Notice of Intent to Award - RFP-ADM-HR-17-45](#)
 [RFP-ADM-HR-17-45 Re-Bid Temporary Labor Services - Executive Summary](#)

Mr. Landon provided a brief overview to this item.

The Resolution was Continued.

Enactment No: R2017-85

F. PUBLIC PARTICIPATION

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. After the Mayor calls for public participation each member of the audience interested in speaking on topics on the workshop agenda or any topic or proposition not on the agenda, shall come to the podium and state their name. Each speaker will have up to three (3) minutes each to speak. The Mayor will advise when the three (3) minutes are up and the speaker will be asked to take a seat and wait until all public comments are finished to hear answers to all questions. Once all members of the audience have spoken, the Mayor will close public participation and no other questions/comments shall be heard. Council and staff will then respond to questions posed by members of the audience. Should you wish to provide Council with any material, all items shall be given to the City Clerk and made part of the record. If anyone is interested in discussing an issue further or ask additional questions, individual Council Members and staff will be available after the meeting to discuss the matter and answer questions.

Louis McCarthy-Where is the clock?

Charles Ebert-WastePro contract. Section 15-Administration fines Skid marks. Skid marks in Hidden Lakes from WastePro trucks. Sheriff item-he is supportive of the increase of 5 deputies.

Jack Carral-Item 11 on today's agenda for temporary labor, can we use inmates?

Responses to Public Comments:

Clock-Ans: Mayor Holland-time was off on the clock.

WastePro-Ans: Mr. Landon-Heard more complaints lately on WastePro. I have requested weekly reports and have been in touch with the Regional Director. Regional Director came down and good news he has agreed that we have grown and it is time to include another truck. They are having turnover issues, as they do every summer as it is hot. The Regional Director is aware of the skid marks. We can fine them if we can approve that it is WastePro. Their supervisor will be going behind the trucks periodically to make sure they are doing what needs to be done and done correctly.

Temporary Labor-Ans: Mayor Holland-The County contracts with Tomoka. Mr.

Landon-We do have two inmate crews for our wet ditch cleanup. We have requested a third crew for our medians. The item today is for different types of work that inmates do not assist with. Mostly office work.

G. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

CM Shipley-FP&L path-can we workshop the safety issues for this path once it is done? Ans: Mr. Landon-We are working on the lighting for the path and will bring that to you.

CM Shipley-Path and privacy for those homes along the path? Ans: Mr. Landon-We have been trying to get the word out to get in touch with us regarding a privacy buffer.

VM Nobile-Long meetings. Can we consider moving public comments to the beginning of the meeting?

Mayor Holland-US Mayor's conference. Brought back information for each Council Member and will put on the agenda an item relating to innovation districts. Mr. Landon-We do have an intern working on some concepts and the idea of helping develop our downtown, so that will fit in very well. Will get with Beau and the intern on this.

Mayor Holland-The CDBG legislation will be discussed tomorrow night and it actually affects \$3.3 billion.

H. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

Josey vs COPC-good news. We prevailed in this case. Many thanks to Ray Tyner and Bill Hoover for their assistance, as well as the Florida League of Cities.

CM Cuff gave kudos to the City Attorney's firm and their work.

I. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

Pats on the back to Reischmann's firm. This is the benefit to having a firm.

Aldi's grand opening Thursday July 13 @ 8:00 a.m.

Friday, Movies in the Park starts at dusk.

Tuesday, July 18-Food Truck Tuesday 5:30 to 8:00 p.m. here at Central Park.

J. ADJOURNMENT

The meeting was adjourned at 12:55 p.m.

Respectfully submitted,
Virginia Smith, City Clerk

[17-289](#)

MEETINGS CALENDAR AND AGENDA WORKSHEET

Attachments: [City Calendar](#)
[Agenda Worksheet 2017 to present](#)

[17-299](#)

ATTACHMENTS TO MINUTES

Attachments: [Item 1-Sheriff Presentation](#)
[Item 3- General Fund Preliminary Expenditures](#)
[Item 4-CDBG Presentation -CAP 2017](#)
[Item 5-State Lobbyist RFP Presentation](#)
[Item 6-Map of Town Center CDD Expansion](#)