



**City of Palm Coast
Minutes
CITY COUNCIL
WORKSHOP**

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

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

Tuesday, May 29, 2018

9:00 AM

CITY HALL

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.
- > In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.
- > City Council Meetings are televised on Charter Spectrum Networks 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.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Ms. Settle called the roll. All members were present.

PUBLIC PARTICIPATION

Steve Carr: Florida Park Drive - concerned about pot holes.

Mayor Holland: Mr. Landon, can you look into that? I tend to think we have some other infrastructure issues that will be talked about throughout the City with this high rain event. Ans: Mr. Landon - Yes, it does cause issues with the roads, pot holes and a variety of other things.

PRESENTATIONS

1 PRESENTATION - EXECUTIVE SEARCH FIRM PRESENTATIONS

Jesse Scott, Purchasing Coordinator, reviewed the process with Council and introduced the applicants.

Strategic Government Resources: *Doug Thomas reviewed his firm qualifications and his background with municipal governments. A question and answer period followed*

VM Cuff: That is all very impressive. What is your rate of placement for a position for our City Manager from outside of the normal City Manager candidate, other City Managers or Department Heads? Ans: It depends. In some cases, one of the things I will ask you in my profile interviews is your interest in finding non-traditional candidates. Some cities have an appetite for that; some cities have no appetite for that and some cities say, let's see what happens. In some cities, we have placed individuals that have been base commanders in the military. Very similar to being a City Manager but a non-traditional approach. We have found some individuals that have come from the private sector. Normally, what I tell cities when I am looking at those non-traditional candidates, they will shape themselves in or out of the process as you compare to your other candidates.

Mayor Holland: We have discussed the non-traditional candidate approach very strongly as a way to hopefully be able to implement the strategies this Council sets forth as far as technology, driven approaches that we know that will allow us set forth, as far as technology driven approaches that will allow us to be more competitive as a community. When you approach this and you are looking for non-traditional candidates, what do you do differently as far as advertising to that sector compared to . . . I have been very vocal that I do not want to see the traditional let's put an ad in the Florida League of Cities, let's put an ad in the Association of Counties. We could do that. We are looking for that value add from a firm that could help us navigate through an employment system for the non-traditional candidates. I interview people for Coastal Cloud all the time. I can tell you they come from different parts of the country. What brings them here is fascinating to me. They can see an ad in Florida Trend because they are looking at relocating to Florida. What would you do differently as the non-traditional as far as the approach to different outlets that you currently don't use in the modeling? Ans: Mr. Thomas - What that means is after I walk through and get an understanding of what the type of background, what type of skill set you are looking for, that will lead us down different paths. In many cases, we have a pretty extensive network in linkedin. You may be looking for someone that has run a Fortune 500 company for example that is looking to do something as another chapter in their career. We would target individuals that fit profiles. We would go with that type of approach. You mentioned advertising in different jurisdictions. Once again, depending on the type of skill set you are looking for we will help you assess here is where we think you might find some of those candidates. We will do that outreach with you. We have to understand what you are looking for first so it is not just throwing money out the door. I really want to stress the point of the social media outreach that we do and target that approach. I mentioned the

10/10 newsletters, that goes out to 60,000 people every Tuesday morning. It goes out to ten different links of interest and topics and governments. Beyond that, we identify our upcoming searches that are taking place. It includes more than City Manager type individuals. It includes elected officials, other people that we have met coming in contact with a variety of issues. That gets a broader share that gets forwarded on to other people. I have had former state officials that have been budget directors that have not been looking at local positions that have applied for county positions and have gone very deep into the process. They probably would not have found us through our normal outreach but because of outreaches like that. Once I get a feel for what you are looking for, we will help say here is what I recommend to cover your bases but here are the other areas in addition to social media outreach and targeted outreach like LinkedIn and the other sites that we can find those candidates. We have been pretty successful in that regard.

Mayor Holland: You were a City Manager, Lakeland, Florida.

CM Klufas: May I ask when you were a City Manager? Ans: Mr. Thomas - I was the City Manager from the end of 2003 through 2015, about twelve years.

Mayor Holland: I am curious have you done any rankings on the non-traditional candidates and where do you fall in that? Ans: Mr. Thomas - It wasn't a target of the survey. But I can tell what we have done, what we have done is found candidates based on the desires of our clients to find and to develop non-traditional candidates for their consideration. It all starts with the type of person you are looking for and the type of background you are looking for. We have staff that focuses on social media and market areas. It does not scare us at all that you are asking us to do that type of reach.

Mayor Holland: When you are doing the search traditionally, how many candidates does it yield? Ans: Mr. Thomas - Once again, if you are only going to look for non-traditional that will have a little bit of a different pull. Florida is an attractive state to recruit to so we will get people from all over the county that want to come to Florida. You will have anywhere 45 to 60 candidates easily. It will depend on the timing. You have a little bit of an issue because Jim is not retiring until August of 2019. We will need to discuss when you want that process to roll. Some candidates are not necessarily in the market now but they don't know what down the road might be when you want to bring them on might have some bearing in the number of candidates.

CM Klufas: What percentage of candidates are personal acquaintances of yours? What percentage have you already worked with before you became a recruiter? Ans: Mr. Thomas - Unlike some search firms, we do not round up the regulars and you get the same five or six you want to look at. I never know exactly until we advertise for the position. This is a fraternity/sorority type of business. In 35 years, I have develop countless colleagues and friends and people I have met with across the country. Normally, I know a number of people in the search. It doesn't guarantee they will be finalists for you or even semi-finalist for you but I will give you some additional insight because of personal knowledge. We also have candidates that have come from parts of the US that I have never touched and we will get to learn and meet them through those processes. As the Mayor has indicated, if you are looking for some non-traditional candidates, I will not know

them at all probably until this search goes forward. I have been very active, I was the state president of Michigan. I probably know about 2/3 of the managers in Michigan. I have been on the Board of the Florida League of Cities. If they come from Florida, I will probably know them. On average, I will probably know one fourth of the candidates and the other 3/4s I will get to know through this process and I might know them from other searches as well. And that gives me some insights of whether they are applicable and whether their skill sets are good for what you are looking for.

CM Klufas - In Lakeland right now, there is a lot of discussion about broadband initiatives. They are also consulting with Magellan Consultants. What is your position and stake into a community broadband initiative and do you have any opinions in your 15 years of being City Manager would have an impact on the decisions that are being made today. How do you feel about it; thumbs up/thumbs down but also as a next five to ten year initiative and how cities are changing in general Ans: Mr. Thomas - Lakeland is different. We are a little larger than Palm Coast. We are over 100,000. We own several electric generation and utilities so we have about 3,000 employees. We had an extensive fiber network largely because of the electric and that allowed us to do a lot with our water/sewer. We are already starting with 750 miles of fiber as part of that operation. The first Magellan Study was started when I was City Manager so this has been an on-going conversation for well over 2 1/2 years in Lakeland. We were looking at the prospect of could we come yet another utility. I approached it, as a City Manager, let's do a study so we engaged Magellan. What I encouraged the City Commission in Lakeland to do was to approach with a level of caution because you will be competing directly against the private sector which can be much more nimble and more aggressive. It is difficult to change rates and structures as well you know with Water, Sewer, and Electric. They are always pain staking processes. The private sector can change things here and there and they can under cut you. I thought they should approach it to look at the economics; let's look at the upsides and downsides for risks and what the capital costs would be but also if in fact, things went go south on much are we in the hole and can we recover from. Maybe by doing this we could leverage some private sector partners. In the meantime, we took our public sector dark fiber and leased it largely to private sector governmental entities: schools, colleges, hospitals, things like that where we could get additional dollars out of our network.

Mayor Holland: Obviously, not every one can be a City Manager. It is a difficult job. How much do you score or scale that as far as the process it goes though. When we are talking about non-traditional, I really feel very strong in my position that I am looking for somebody that brings about a different thought process on the technology side of things but really has that strong foundation on the understanding of being an executive. And being an executive that can hire talented individuals for departments that could drive these initiatives that we have discussed. To be a manager again, it is not an easy job, I don't think anyone should walk into it thinking it is. I don't think anyone can do it. It requires a special skill set and a talent. I think having that well rounded approach and finding that balance would be important for us so when you go into that and you meet with us as an elected body, have you run into challenges historically with your searches where there might not be a clear indication of what that Council is looking for? Ans: Mr. Thomas - It is the inevitability of working with a body of five, seven, nine. In some

cases, twelve. I did a search in Davenport, Iowa, had 13, a mayor and 12 Council Members. They all come up for election every two years. As we went through that process, there was some dialogue of what they were looking for and that process involved, the mayor had to appoint a search committee which involved some members of the elected body but a body of stakeholders and they had their perspectives as well. As we went through all those profile interviews, I had to come back to the whole group and say, this is what I am hearing. I am going to help you market but I am hearing different things and skill sets that you can help prioritize to me what you think is most important. In many cases, I meet with the board after I do the preposition profile interviews and meet with the stakeholders. I will meet as a group at workshop; here is the powerpoint; here is what I have heard. Are you all on the same page or not? I want to draft a brochure that will reflect this and I am going to draft it one way and you are going come back and say, five of these areas are not important. In many cases, if there is disparity in the governing body members or if there is disparity among the governing body, staff members and community. I will come back to you and say, this is what I have heard. Here are my insights as a city manager saying these are some areas you might want to consider to be important and can we get consensus of where you want us to go.

Mayor Holland: Do you do that through the development of your collateral as well? You have some buy in from us, as a collective body to say, yes, this is a good marketing strategy, something that represents us a community. Ans: Mr. Thomas - Yes, absolutely. Our success rate is very strong. If I am finding someone that you like, that you fell in love with. I am telling you it is ok to proceed down this path. I am also going to point out the strengths and weaknesses of each of your candidates to you so you got the insight and not turn a blind eye on some things that might be important. If I can take a second to address, non-traditional approach and non-traditional candidates. The biggest challenge we see in this business from someone who does not come from local government and especially in Florida because of the Sunshine Act. Anything written on a napkin can be memorialized and be considered a public record. The public nature of conversations with all of you. You can have one on ones but any policy issues are going to be as a body as a whole and your video cameras and everything else. That is a shock to many people in the private sector who have never encountered that and so I spend a lot of time with candidates especially when doing searches in Florida. When you apply, your candidacy may be known at the date of application if the media is asking for that; that scares some candidates right off the bat. They have a job and they don't want to risk losing that. The private sector may take some exception to you looking for another position. And (2) your interviews will be in public and anything you submit will be subject to a public records request. If I am talking to some of those non-traditional candidates and I am getting a lot of red flags; I am not sure if this is for me or what does that look like? I will probe them to make sure they understand the environment. The last thing you want to do is hire a non-traditional candidate and all of a sudden they say, this is not what I thought it was and you have to start the process all over again. With those non traditional candidates, I spend a lot more time making sure they know the operating environment and I can get a sense if they are comfortable. It is ultimately your decision to advance them or not but I will spend a lot of time with those folks just so you don't have a late withdrawal. God forbid you get to your interviews and a candidate says, it's all done.

Mayor Holland: When you are dealing with many different clients at the same time, how do you differentiate placing that individual? Ans: Mr. Thomas - We sometimes have candidates, we allow candidates to apply for multiple positions with SGR. I have had a couple where people are applying in two different searches that I am doing. I respect their privacy to the extent where I can say it is a closed process, not here in Florida. Just because they have applied to different cities, doesn't mean they are going to the same match for different cities.

Mayor Holland: Have you tracked, historically, your placements and how long they been in the position? Ans: Mr. Thomas - I mentioned at the front end a three pronged approach, our goal is that those three points are all on target. We have a guarantee. If you come back, you go through this whole process and someone leaves within 18 months, we come back and do the search without a professional fee associated with that. We rarely do that.

Do you recommend when you go through this process a transitional period that there is an overlap there to ensure some stability within the organization. Where it is just taking over where it is brand new and not having that institutional knowledge, that foundation, day to day operation, so we are not having that huge gap. Ans: Mr. Thomas - That varies from city to city as well. Different cities want to do it differently. I am doing a search right now in Green Cove Springs, they want a little bit of an overlap of a month. Other cities recognize that managers by their nature want a more of a traditional manager but most managers . . . the manager leaves through his volition or otherwise, but the car is moving down road at 70 mph; the door opens; one manger gets out, the next manager jumps in. They are going to rely upon their ability. They may or may not know all the rules Florida has but there are ways to get them up to speed on that. They have to rely on their skills and instincts to manage an organization but those first few months regardless if you have a carry over or you don't, they are going to rely on your staff and their expertise so they don't step on land mines and don't blow things up. For the most part, managers are very comfortable stepping in and fairly quickly. Some managers don't want that overlap because it is hard to be the City Manager in waiting because you are there and you want to take the reigns of the horse and go forward but you can't because the other manager is still in place. We will talk to you about that and the desire and expectation would be but I will tell you that the vast majority searches we do rarely have a carry over.

Mayor Holland: Are people using pintrest? We use it because it has some level. It is not one of our leading outreach but because people use it and we hear from folks that they are using it, we make sure we include our material on there so we are not missing some bases. It is certainly not as big as Facebook, Twitter or LinkedIn. We use social media sites that have a much more professional outreach. Our approach is to cover as many bases as we can.

Mayor Holland: The publications, one last question. You mentioned, you create the collateral and maybe a video. Where have you published some marketing material. Ans: Mr. Thomas - In addition to the tradition, the ICMA. You are going to want to cover the basics. You are going to get quality candidates out of those. You will not get as many and it will be based on what you are looking for. I have done search where Economic Development was the highest priority so rather than

just advertising through city management type of publications, we would do outreaches in Economic Development Trade Organizations; Community Redevelopment Authority Florida. We would reach out to group at the state level. If the state has a publication, we would advertise in those. Based on the skill set you are looking for; we would advertise and recommend. We will tell you, here is where we think you ought to be advertising and here is the cost so you know what you are looking at and then you can pick and choose what you want to do. If Economic Development was a primary focus, clearly, you are in a growth mode here. Where you have a lot of areas you are building out. I would expect that is an areas you are building out. I would suspect that we would reach out to and maket. In addition to the LinkedIn outreaches; community development would be another because of your planning efforts.

Mayor Holland: You would guide that discussion? If it was the Center of Digital government, which I know deals with a lot with efficiencies driven through technology in state and local govenrment. Ans: Mr. Thomas - we can get a sense of working. If there is something you suggest that we may not be aware of, we just do the homework. Here is what it is. We do the demographics based on what you are looking for or you may spend a lot of money and it won't pan out.

Mayor Holland: How much does it cost in your advertising budget do you recommend for this process. Ans: Mr. Thomas - I am giving you the fees. The actual costs for the ads are above and beyond the fees. You dictate where you want to go there. Ads can run . . . some of the more expensive ads can run about \$500.00.

CM Cuff: You used an online survey. The Citizens were engaged in the search. Ans. Mr. Thomas - Yes.

CM Cuff: My question how often do you encounter that type of requirement? Using stakeholders? Ans: Midland was my first. In many of the communitis, I mentioned first time City Manager, the Council had some idea and I had to work with Citizens Committee. We have done focus groups and meet and greets.

Springsted Waters. *Art Davis and Patty Heminover presented their firm's credentials and services. A question and answer period followed.*

CM Shipley: If we were to choose your firm, how long of a time is it before you feel it would take to find someone from the position? Ans: Mr. Davis - Typically, on average four months. Depending on what you want done and the level of urgency you have in place, we can condense those timelines. I have find and I have convinced Pinellas County and Grand Rapids, Michigan recently that having an extended period of open advertisement allows for higher quality candidates that aren't necessarily looking for work but gives them an opportunity to speak with their family, get a better comfort level with the community and maybe if they have not moved in a job for ten or fifteen years to redo their resume. We send them through a pretty significant set of actions that require time and thought to put together. It is a pretty significant process to go through. Some cities and communities want to rush through a 30 day advertisement process. I think a minimum of 45 days but even 60 days allows for a much more open process. If you are pressuring high qualified candidates that are content with where they are,

they are not going to be pressured by time and they are just going to pass. If you have the luxury of time, it is better to have a longer process. We will make it work whatever you want to do. Ans: Ms. Heminover - We believe in quality and a good high quality search and I think you have heard that we have a lot of steps. It is just not going out and advertising that is why it takes a little bit longer to make sure we have vetted the candidates properly and have gone through all the steps to bring a good quality group of candidates to you. As you heard, we believe in our searches and we don't have many we redo. We believe in the process that we have and that is why it may take a little bit longer.

Mayor Holland: You mentioned Florida Association of Counties, traditional methods of advertising. We could do that as a City Council. We could just put that ad out. What do you do differently than the non-traditional candidates that we have discussed as a council of looking towards? Ans: Mr. Davis - We are highly experienced in local government. We understand some of the challenging issues that you face. I personally faced dealing with developers, strategic growth plans, growth strategies, and dealing with economic development. I understand and know those nuances of being able to approach and talk with specific managers. I have the ability to know when I am getting messages or being communicated in a way that doesn't make sense and isn't valid. I will hopefully bring some experience, knowledge and understanding of the business. When you approach someone and you have been a City Manager and/or public sector local government manager and you understand the process, they will referral contact they will talk to you more readily about some of the challenges they are going through or what they are looking at. I will make contact with both the ICMA and the state professional associations. And understand and know some of the approaches that work fast in getting them to open up fast and speak with me.

Mayor Holland: So you have only placed traditional candidates in this role? Just City Managers or County Administrators? Ans: Mr. Davis - There is a high demand right now in the industry and limited supply of experienced candidates in some circumstances. We are seeing a lot of non-traditional candidates that are looking at becoming City Managers or Assistants. It depends on what they work in whether it is the Military or maybe Utility. There have been a lot of utility managers. People that have worked for boards understand and have some sensitivity of the nuances of a juggling multiple demands and people that haven't coming from the military, doesn't mean they can't if they are just used to a chain of command or a business or the military sometimes it is difficult to understand how democracy works. We look into how a person can best fit into a position.

Mayor Holland: You said, we don't directly solicit. What does that mean? Ans: Ms. Heminover - If we place someone here, we are not going to come back and solicit them to go to another position.

CM Klufas: How long were you the City Administrator in Lee Summit? Ans: Mr. Davis - I was in Lee Summit for 6 years.

CM Klufas: Timeframe? Ans: Mr. Davis - 1993-1999.

CM Klufas: Lee Summitt fiber expanded but that was just recently.

2 RESOLUTION 2018–XX APPROVING INNOVATION DISTRICT AND INNOVATION KICK START PROGRAM

Mr. Landon gave a brief overview of the item. Wynn Newingham reviewed and updated the Council on recent developments.

Mayor Holland: Who is on the Innovation Team? Ans: Ms. Newingham: It is a mixture of an internal team. It is everyone from planning, utilities; it is a little bit of a mix of everyone.

CM Klufas: Does it include Bob Cooper? Ans: Ms. Newingham - Bob is a part of it.

Mayor Holland: I am curious. Who is part of the process? Ans: Mr. Falgout - We have folks from IT, Marketing and Communications, and some planners, some interns, central services. It is a wide group of people because it covers more than just this project. It is an internal team.

Mayor Holland: You included the hospital within that area, correct? Ans: Ms. Newingham - Yes, we are getting to that.

Mayor Holland: I have a question about the tennis center because it is within the CRA and I know we are looking at developing strategies somewhere in Town Center for a multi-use facility but perhaps we housed some other component to it. Have we thought about including that as part of the strategy overall? Ans: Mr. Landon - Overall in Town Center, yes. As far as this incentive program, this is for private development purposes, not public. Wynn is really talking about how can we generate more private development in the area and that wouldn't be the Tennis Center. As Beau indicated there are a number of initiatives we are looking at. Ans: Mr. Falgout - Obviously, if the private sector gets kick started in this area that generates more CRA revenues and in turn would empower City Council and the CRA Board to fund additional projects within the CRA. This program is to kick start development in the CRA.

Mayor Holland: What did the developer indicate the challenges were to develop in this area? Ans: Ms. Newingham - Not necessarily challenges but more of opportunities. Area 19 came that was a suggested area that we added that was not presented last time. Ans: Mr. Falgout - That area provides, they feel, an opportunity for that some of that diverse, single family housing; that smaller lot, a different diversity of housing that could be offered in Palm Coast and is well suited for downtown. We thought that was a positive development that they have some interest and partners of moving it forward. Some of the challenges with Town Center is that there is a lot of infrastructure here, obviously that is a positive thing but with that comes development costs to the property owner but this program will make a difference in moving those projects forward.

Mayor Holland - The CDD costs. One of the impediments of holding that costs is that is pretty expensive, this offsets this costs by incentivizing the development to occur? Ans: Mr. Falgout - The scheduling recognizes that the developer has already made in the infrastructure. It will offset some of those costs but it keeps

the area whole, that is the nice thing about this project. It recognizes the investment the Master Developer made and that is how they are getting to offset some of these credits.

Mayor Holland: *Transportation Impact Fees is interesting in this area because we have parking, we have capacity, we have roads and I know impact fees have to be spent in certain ways so are we thinking . . . what would they utilize the transportation impact fees for?* Ans: Mr. Landon - *The 240,000 is really a credit the master developer already has because they have put in all that infrastructure above and beyond what the developer would have to put in. Anytme, we have had a new development occur in Town Center, we charge them transportation impact fees but it goes back to the developer. The City has not been collect that; we have been reimbursing the developer for the infrastructure they put in above and beyond what they would typically do. In order to help incentivize development, the Master Developer is saying, he will waive that \$240,000 worth of transportation impact fee for new development coming in. So they are essentially incentivizing another \$240,000. That is why we are proposing to concentrate on the utility impact fees so they will actual get a reduction in transportation impact fees and utility impact fees. Transportation impact fees to be paid by the Master Developer and the Utility Impact Fees being paid by the CRA. I want to stress the utility will still get their impact fees; it is just the CRA, that additional tax dollars that will come from that development will go toward paying those vs. having the developer paying up front.*

Mayor Holland: *I am saying this because I was recently reading an email that comes in to us about this SPARK program as being looked at by different governments. It is almost like an automated Uber Driver that takes you around a highly urbanized area; it is almost like a transportaton system. If you are looking at residential and the hospital in close proximity and then you have some retail components surrounding it, it might be away to apply these dollars to do something unique and enhance the technology discussion.* Ans: Mr. Landon - *that is all part of the innovation district conversation as to how we tie the residential in with the commercial, jobs and the like.*

Mayor Holland: *Is Brookhaven built out to capacity?* Ans: Mr. Falgout - *I think they have an option of another phase.* Ans: Mr. Landon - *Brookhaven is finished but there is additional property around there.*

Mayor Holland: *But people are living back there.* Ans: Mr. Landon - *Yes, it is built out. I don't know if it is 100% occupied but yes it is built out. For the most part, I believe it has been at 100% occupancy since the beginning.* Ans: Mr. Falgout - *Just on this slide. The CRA ends in 2034. We feel this is a great time to start this program. This equation goes away after 2034.*

3 RESOLUTION 2018-XX APPROVING THE ALERTFLORIDA COMMUNICATION SYSTEM AGREEMENT WITH THE FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT

Mr. Landon gave a brief overview of the item. Fire Chief Beadle and Jonathan Lord, Emergency Manager for the County made a presentation to Council regarding AlertFlorida and the phase out of Code Red.

Mayor Holland: In the disaster guides you are distributing to our residents, how else are we going to alert our residents to the availability to this? Ans: Chief Beadle - the partnership that we are going to run through is as we transition, you will see Code Red and AlertFlorida and it was one of our concerns we gave out over 9,000 brochures to our residents in town. Any cut off of Code Red will confuse the situation so as our understanding, if you go for one, you will sign up for both as it moves forward.

Mayor Holland: How does the technology work? The County makes a determination if there is an evacuation zone or there are coastal high hazards . . . we need to communicate to our residents that are code red . . . How does that work? Ans: Chief Beadle - We have our own Code Red system and we do whenever we feel appropriate but in that instance, we are in communication with the County.

Mayor Holland: Have we ever determined how many residents in geographical areas in our community are actually signed up for code red? Do we know that? Ans: Chief Beadle - Yes.

Mayor Holland: Is that done on an overlay map, like geopoint? And if there is anyway they have not, that there is a good way to communicate with them? Ans: Mr. Landon - Our main database is our utility billing. We use that as a way of getting people signed up. Ans: Chief Beadle - Once we look at it, we send out the message via media, etc. Then we are out on the streets if we need to go door to door because there are those that don't have that technology so we do old fashion, knock on doors if we need to.

Mayor Holland - What percentage of our residents are signed up for it currently? Ans: Chief Beadle - I don't have that number.

4 PRESENTATION ON FUND ACCOUNTING AND LONG TERM FINANCIAL PLANNING

Mr. Landon gave a brief overview of the item. Helena Alves and Lina Williams reviewed Fund Account and Long Term Financial Planning.

5 PRESENTATION ON KEEPING PALM COAST CLEAN AND GREEN

Mr. Landon gave a brief overview of the item. Carol Mini, Nester Abreu reviewed their presentation with Council.

Mayor Holland: Have we ever had a conversation with the Sheriff about picking up the litter with their inmates as an option? Ans: Mr. Landon - We have two inmate crews from the State.

Mayor Holland: I know Sheriff Staly is looking at providing for more of an opportunity for his inmates to get out as an option, maybe reduce time. Ans: Mr. Landon - We are looking for, those kinds of ideas.

Mayor Holland: Are these businesses that adopt or is it residents? Ans: Ms. Mini - It is open to anyone: residents, civic groups, also businesses.

Mayor Holland: How do they go through the process? Is there an application?.Ans: Ms. Mini - There are applications. I manage the adopt a median program and I have applications ; they get in touch with me and will mail them and then I sit down with them to make sure it meets the City guidelines and Bill Butler handles adopt a road, shoreline, adopt a park.

Mayor Holland: When is the last time we promoted this out in the community? Ans: Ms. Mini - We do it when we go out and do different speaking engagements when we get phone calls and people get asked. I don't know the last time it hit the masses.

VM Cuff: Are any of these programs emphasized during the Citizens' Academy presentations? Ans: Ms. Mini - When they come to the Planning and Code Departments. We should provide them a brochure in our packet.

WRITTEN ITEMS

6 RESOLUTION 2018-XX APPROVING THE PURCHASE OF A CONCENTRATE DISCHARGE PUMP AND MOTOR FROM TOM EVANS ENVIRONMENTAL INC.

Mr. Landon gave an overview of the item.

7 RESOLUTION 2018-XX APPROVING RIGHTS-OF-WAY ACQUISITIONS FOR THE OLD KINGS ROAD WIDENING PROJECT

Mr. Landon gave an overview of the item.

Mayor Holland: How many do we have remaining? Ans: Mr. Landon - Between 1/2 dozen to a dozen.

CM Shipley: Which location is this one? Ans: Mr. Landon - PC Lanes is the Bowling Alley; Kentucky Fried Chicken; Staples Plaza and the ITT one is Island Walk.

CM Shipley: This resolution covers all of those? Ans: Mr. Landon - Yes. Ans: Attorney Reischmann - This covers four parcels and one easement.

8 RESOLUTION 2018-XX APPROVING MASTER PRICE AGREEMENT WITH SHELLEY'S ENVIRONMENTAL SYSTEMS, INC. FOR WASTEWATER RESIDUALS MANAGEMENT

Mr. Landon gave an overview of the item.

9 RESOLUTION 2018-XX APPROVING A CONTRACT WITH P&S PAVING, INC. FOR THE CONSTRUCTION OF LAKEVIEW BOULEVARD MULTI-USE PATH

Mr. Landon gave an overview of the item.

10 RESOLUTION 2018-XX APPROVING MASTER SERVICES AGREEMENT AND WORK ORDER WITH SAI CONSULTING ENGINEERS INC., FOR CEI SERVICES FOR LAKEVIEW BOULEVARD MULTI USE PATH

Mr. Landon gave a brief overview of the item.

11 RESOLUTION 2018-XX APPROVING MASTER PRICE AGREEMENT WITH ALPHA GENERAL SERVICES, INC. FOR PEP-TANK PUMP PANEL ASSEMBLY PACKAGES FOR NEW INSTALLATIONS.

Mr. Landon gave an overview of the item. He informed the Council that there is a company that will approach the Council for an appeal. You will hear bid protest first.

CM Klufas: Was their bid less than \$300,000? Ans: Mr. Landon that gets complicated. We are not going to talk about the details today because you are going hear that side of it. We are proposing the Alpha General Services Group had the most responsive bid for about \$3700 per pep tank package and that includes all electronics. We will asked for that to be approved but you will have to hear the bid protest first. If you agree with the protest, we will start over again. If you don't, then this will be ready to move forward.

VM Cuff: What is the timing implication as far as the City abilites to provide utilities? Ans: Mr. Landon - Good question. We currently have a contract with Alpha General Services and they will honor that contract. Bascially, it is on an month to month until we begin using the new one or cancel it with someone new.

PUBLIC PARTICIPATION

Mr. Needlebock does keep clean charge residents? How did the meeting go on the Airport with the County?

Ans: Mr. Landon - We don't charge anyone for adopt a program. Keeping our medians clean and beautiful. There is a cost with the maintenance. Mr. Needlebach - That is not what I mean. Ans: Mr. Landon - I can get with the gentleman after the meeting.

Mayor Holland: As far as the airport meeting - I think it was very productive. I think we came together representing two governing bodies with the intent to resolve a land use dispute as far as previous agreements that were in place between the government bodies. We have some action items that our City Manager is following up on to resolve the issue and it is now at the hands of the County Administrator, the City Manager and the Developer to work out the details of the items we discussed. I am hoping it gets resolved quickly and hopefully we will hear an update from Mr. Landon as far as a resolution to this. Right now, it is in between those different entities to work out the details we recommended as a resolution. There were some other items they wanted to discuss that were outside the initial scope of the conversation that we are working through the details of those and I am hoping the City Manager will bring that back to us when he needs to.

Attorney Resichman: The meeting we had last week was not with the governing bodies. It was actually just with the representative of each of the governing bodies,. I did not want there to be any confusion as far as the nature of the meeting and the notices and their requirements.

Mayor Holland: It was the County Chair, the Mayor, the City Manager, the County Administrator, County and City Attorney. I thought it was a positive discussion and I am looking for positive outcomes.

DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

CM Klufas: I had one thing and it was somewhat tangential the presentation of the executive search firms. I had been thinking perhaps the people we had here today did not have the technology background that would to me signal their strength in being able to find someone who meets the criteria that I am specifically looking for. I started to run through the different applicants we had for the executive search firms and then looking at the executive search firms with their background, I see a lot of overlap between Magellan Advisors and the Executive Search Firms and obviously, Palm Coast. I wanted to discuss to see if our Council would like to approach Magellan Advisors to see if they are interested in doing a head hunting operation for executive position. They deal with cities that are facing the same problems we are across the country and whether it is a simple yes or no they may have someone who is exactly what we are looking for . . . because of the field of work that they are in, to look for executive search. Since they are in town, this might be an opportunity to snowball an idea between them to see if they have any input on the best path the Council can move forward to. To try to find someone who has been successful in the position of City Manager for the feasibility studies and implementations that they have accomplished across the country. I say that because the initiatives that they are pursuing on cities' behalves are the things that I think our city is moving toward. I was more impressed by one of the search firms than the other but just having variety and not exploiting and opportunity that we may have right in front of us. I was hopeful we might be interested in pursuing that.

Mayor Holland: Is there a way we can think about and discuss at a Council Business Meeting?

VM Cuff: My concern the process with the search firms and our role and making sure we follow the proper procedures.

VM Klufas: I had one other question I wanted to ponder with the Council. I have been trying to google what necessarily happens when a new City Manager comes on board and how that process usually looks with them bringing in some of their own people or how their onboarding process works. I am not too familiar with this area. I was looking for more details. Maybe we can talk about that as well.

VM Cuff: I was going to ask about infrastructure with all the rain this weekend, but I think the City Manager may have that in his report to us.

DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

No report.

DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

We have numerous water issues. The system is saturated. We keep emphasizing getting the water into the canals. We are doing a lot of work out there. It is never fast enough. We are going to have those issues. We are experiences excess depressions on the roadways.

The factor we constantly have to watch is the inflow into the sewer system. We have had some pumping to help the sewer system. I don't beleive we have had any overflows. Ans: Mr. Adams - We have not had any damage yet but we did run tank trucks yesterday to make sure we did not have any spills.

CM Shipley: There was a pipe on Old Kings Road. I know they covered it. That entire area just fell in again.

VM Cuff: There is a situation on Club House Drive and Palm Coast Parkway.

Mr. Landon: Next Tuesday from 4-6 p.m. is our grand opening of Waste Water Plant II.

ADJOURNMENT

The meeting adjourned at 12:12 p.m.

Respectfully submitted,

*Kate Settle
Deputy City Clerk*