



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, March 14, 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.

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>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

Records Coordinator Barbara Redline called the roll.

Present: 5 - Mayor Holland, Vice Mayor Nobile, Council Member Cuff, Council Member Klufas, and Council Member Shipley

D. PRESENTATIONS

1 [17-63](#) PRESENTATION OF THE ANNUAL INVESTMENT REPORT

Mr. Landon announced that City Attorney William Reischmann is on vacation and that City Attorney Anthony Garganese is present for today's workshop.

Mr. Landon gave a brief overview of this item. Mr. Christopher Quinn, Finance Director, introduced Ms. Helena Alves, Chief Accountant, and Mr. John Grady with Public Trust Advisors. Mr. Grady gave a PowerPoint presentation, which is attached to these minutes.

CM Klufas - How would you evaluate the managed portion of our portfolio; is that a common figure for cities' managed portfolios return on investment - .95? The 1.06%, is that somewhere we would expect to be or given the market would you expect that to be higher? Mr. Landon - (1.06) That is a comparative benchmark. Mr. Grady - You are very much in line, for instance all of their clients are public fund clients, many like the City of Palm Coast, and this is generally the range. You are at the higher end of the book yield (measures your income opportunities) from a rate return. He explained the differences with personal managed portfolios and that the City's portfolio is based on safety and the liquidity that it offers. Mr. Quinn - The State requires that the number one priority is safety so you are not going to get the higher risk level investments that have higher returns.

VM Nobile - Where are these in bonds, corporate bonds? Mr. Quinn - Yes, Federal Home Loan Bank, Fannie Mae, U.S. Treasuries, etc.

The Presentation was Received and Filed.

2 [17-100](#)

PRESENTATION ON RESULTS OF THE 2016 CITIZENS' SURVEY

Mr. Landon gave a brief overview of this item. Ms. Denise Bevan, City Administration Coordinator, gave a PowerPoint presentation, which is attached to these minutes.

VM Nobile (Roadways used daily slide - Q25) - He was wondering what citizens thought the survey was asking about traffic lights/signals, not street lights, because when he first read it that is what he thought, and it does not match up with the calls he has been receiving. Mr. Landon - That has a lot to do with some of the tragedies we have had lately.

VM Nobile (Rate Employment Opportunities) - How do you weigh it while we have 65% retired that are not looking for a job? Do we have any idea? Ms. Bevan - No. VM Nobile - So, keep that in mind.

Mayor Holland (How safe or unsafe do you feel in your neighborhood?) - She has met with three different neighborhood watch groups and Sgt. Lutz with the Flagler County Sheriff's office, and he always tells the residents after he goes through the stats of what happened in their neighborhood, that we really do live in a very safe city. She spoke of some of the responses to the survey saying she was wondering why some said they felt crime was getting bad, because she does not know where they are getting that information from. Mr. Landon - He thinks it is from personal experience; if you were one of the few people that experienced a break-in of your house you feel violated and unsafe for a long time.

Mayor Holland (What is the proximity to closest City Park?) - She was surprised by the results to this question (Q10), because she is on the trails all the time and they are always packed. VM Nobile - It is less than 50%, and that is a pretty good number of people using the trails. He was surprised by the parks they used. Mr. Landon - Not everybody uses everything.

VM Nobile (Survey Results: 2015 vs. 2017) - Are we going to attempt to categorize the comments? CM Klufas- He took all the comments and extrapolated key ones on a word density map that was presented to Council for discussion and attached to these minutes.

CM Klufas stated the Financial Review that Chris Quinn prepared would do a good job in explaining the next five years of our capital improvement plan and sidewalks are included in there; maybe that is a way we could make more public awareness of these things. VM Nobile - The plans at least, because they have to understand we have a 10 year plan. Instead of fighting for sidewalks, if they want, they could come to push us to maybe move it up on the list. CM Shipley - From the emails she is getting, they have no idea that there are lights coming, because of the recent tragedy they are very upset about lights. Mr. Landon stated we could put information in the next newsletter letting them know if they want a light at some intersection in their neighborhood all they have to do is ask.

CM Cuff - Do we have a chart that compares the survey response to the census data for Palm Coast? He was a little dismayed by the lack of what he would guess to be the working parent demographical vote and single parent with small child. Ms. Bevan - We can do a graph.

The Presentation was Received and Filed.

3 [17-101](#)

PRESENTATION ON THE STRATEGIC ACTION PLAN EVALUATION RESULTS

Mr. Landon gave a brief overview of this item. Ms. Bevan gave a PowerPoint presentation, which is attached to these minutes.

CM Klufas - The proposed changes (Vision), is that something that came up internally? He was wondering if this was crowd sourcing or something, etc.

VM Nobile - This vision process can take anywhere from 3 months to 1-1/2 years depending on the organization. It has to be true to the organization.

VM Nobile commented about the term "premier cities" - to him is a city that leads and does not follow; not only a different way of doing things but a better way, etc. CM Cuff - It is open to interpretation, but if you try to stick to something more specific it may . . .

Mayor Holland (Goal 1, Strategy 1.1.1) - This is what exists today with the exact verbiage? Ms. Bevan - Yes.

Mayor Holland - When you have a strategy, there are many different ways to accomplish a goal. Mr. Landon - This is a huge project and so what we are trying to capture from Council is that you would like to hear some of the options and exactly how big of an issue is this and how do you fix failing seawalls and the dredging of a lot of our canals. Both of those are going to have to happen, now what is the best way to do that? It is not an easy task whatsoever, etc.

Mayor Holland - So, staff will come back with options and proposals looking at approaching this issue? Mr. Landon - Yes, that is the idea behind this, if Council gets it on the list (this one is already on the list), then we will proceed with bringing something back to Council.

Mayor Holland expressed this is a very important issue, we have tons of canals and it is going to be costly. The residents need to pay for this particular solution. CM Klufas agrees, the P section and the R section are not going to want to pay for canals. Mr. Landon - Those areas have freshwater canals which are going to be different than seawalls and saltwater canals. They are different issues but they are part of our drainage system; if they are not working correctly we have the potential for flooding.

VM Nobile - *What kind of timeframe are you talking about to get the proposal to Council? Mr. Landon - We don't have anything set right now. CM Klufas - The longer we go, the worse it is going to get, etc.*

VM Nobile (Strategy 1.2.3) - *He doesn't remember this. Who brought this? Ms. Bevan - Mr. Cuff. Landon explained it is referring to the maintenance of the older medians; we are already trying to do this.*

VM Nobile (Goal 2, Objective 2.1 regarding investment for downtown) - *That leads it open to whatever we figure it is, when it comes down to cost? Mr. Landon - Right, this is just getting it on the list.*

CM Shipley *sporting events would be included in that also, right? Mr. Landon - Yes.*

CM Shipley (Goal 4, Strategy 4.2.2, Build future bicycle/pedestrian connections to unique destinations) - *Would the Old Kings Road walkway be part of that strategy? Mr. Landon - Yes, any of your paths particularly those along the streets would be part of that and a good example.*

CM Shipley - *Can we do a quality of life/safety so we can focus in more on safety? Ms. Bevan - We can expand on the goal. No Council objections.*

CM Klufas - *One of the things he was hopeful to see on the SAP, and he is not sure which category it falls under, is a feasibility study for FiberNET infrastructure by a consulting firm, etc. That is really important to him, because it represents what he thinks is a big opportunity for the City just to make the Council aware of what possibilities we have in the future. We don't necessarily need to take any action on it all, but if Council agrees that might be a prudent move because time is of the essence with something like that. Mr. Landon - You would like us to capture that concept separate from these comments? CM Klufas - Yes, if Council agrees. VM Nobile - We can put it up there and see what the costs will be and look at it and see if it is something we want to spend the money on. Mr. Landon - It is an existing performance measure, so we can add it.*

VM Nobile - *One of the things he wants to see is community outreach; getting information out into the community. He wants to see kiosks at specific locations: Publix stores, Winn Dixies, Target and Walmart and Aldi when it opens. He did some unofficial, statistical information and it pulls out that every 75% of the city goes to one of those stores once a week. The kiosks should be electronic with a place for paper pamphlets also. He thinks the cost would be minimal but it would have to be put together, how much is it going to cost, maintain it, etc. Mr. Landon - We will bring that back.*

CM Shipley - *She wants to do a workshop on bus stop safety and to see how many bus stops we have, where do we have them, signs, etc. Ms. Bevan - We can incorporate it. Mr. Landon - We have a team so staff members - Traffic Engineer Sean Castello and Senior Planner Jose Papa and bus maintenance people.*

VM Nobile - *Add to that, what is the result of the pads? Mr. Landon - Yes we will bring that back to Council.*

Council is fine with putting SAP on the next agenda.

The Presentation was Received and Filed.

WITH ST. JOHNS RIVER WATER MANAGEMENT DISTRICT FOR THE LIDAR PROJECT

Ms. Bevan introduced Mr. Bill VanSickle with the St. Johns River Water Management District (SJRWMD), and she gave a PowerPoint presentation on LiDAR (Light Detection & Ranging), which is attached to these minutes.

Mayor Holland - Has the SJRWMD or City staff looked at other ways of collecting this data that is more updated or is it that LiDAR is the recognized standard for this type of process? Mr. VanSickle - Did you have anything particular in mind? Mayor Holland - No, she is familiar with LiDAR. Since 2004, she just didn't know if there is something else that has been designed for this type of collection data. Mr. VanSickle explained the two ways they see the world in large scale at the SJRWMD are aerial imagery (collected since the 1980s) and LiDar (collecting since 2000), and the aerial gives a great sense of what is on the surface of the ground but is it pervious, impervious, what kind of veg. (vegetation) and wildlife and habitat communities are there, etc. The LiDAR gets us below the veg. and gets us down on the ground surface that we can then work with and gives information on physical characteristics of what it hits: concrete and sand, pervious and impervious in addition you have the soil data. It becomes how we see the world. As for other technologies, really it is just other types of LiDAR.

CM Klufas - Could you explain the difference in precision of LiDAR from 2004 to today? Mr. VanSickle - A couple of different things, one is the navigation system that allows you to know where that plane is in space so that everything that is measured relative to that plane is measured properly. The ground surveying methods that we are using to get a really good set of calibration points on the ground to control the digital elevation models and then the main difference really is the number of points per square meter we could put on the ground and process because for every return it has to send down a return and get every receive pulse, bounce back from the top of a cloud, bird, tree canopy, from the understory, grass. If you are setting out 1,000 pulses per minute, you have to process every single return. 2001-2004, 1 to 2 points on the ground per square meter was state of the art. Now it is 8-16 and that is giving a much more detailed picture and better representation of the ground.

CM Klufas - So, the resolution is as much as 8 times higher? Mr. VanSickle - Yes, and of course the amount of data storage is going to be much higher too, but when you create a digital automation model that kind of pairs it back down because you don't really want to store every point that it took to create that model.

Mayor Holland - Does this look at wetlands and mitigation; does it then take into account, obviously it has changed a lot since 2004, a lot of the topography and do you then insert that change in our comprehensive plan as far as planning standards? Ms. Bevan - Wetland mitigation of course is overseen by State and Federal sides, so when she hears wetland mitigation she jumps forward to the idea of producing enhancements to offset impacts. But another aspect, wetlands are married water availability, water consumption; wellfields versus possible drawdown of the wetlands and seeing opportunities that we could actually add water into the system and make the wetlands better. It could actually be the delivery of better water quality and availability. So we are looking at that to be a keystone to using LiDAR. She is not sure about looking at the comp plan. It is definitely at the core of what we are talking about here.

CM Klufas - The compilation of this data, the City would receive a copy of the GIS (Geographic Information System) database? Mr. VanSickle - Yes.

Mayor Holland - The SJRWMD takes this data and looks at it comprehensively within

your district? Mr. VanSickle - That is generally the case, we do not have one consistent data layer for the whole district and if we did we could definitely do more of that comprehensive review so we have to take it one basin at a time and so basins that we identify, that have special or immediate needs, are the ones that are going to get attention first. So, the ones that we have recent LiDAR on are the ones that really get a lot of impetus and the ones we have some modeling projects going on; trying to support them or we actually own the wetlands there and want to know what the storage capacity is and the water flow across it, etc.

CM Klufas - Do these tiles correlate to flood insurance rate maps at all? Mr. VanSickle - This is a FDOT (Florida Dept. of Transportation) grid; the idea with the grid system is that if another town or municipality or county near you does an acquisition, they come right up to the edge of the tile. It is a management boundary to help reduce any redundancies. Ms. Bevan - The flood insurance rate maps, because this is a data deliverable we can overlay that information on and use it for our best interests.

Mayor Holland - We have that budgeted? Mr. Landon - Yes, coming out of stormwater and utility.

CM Cuff - Cost? Ms. Bevan - Just under \$100,000.

VM Nobile - What was coming out of utility capital? Mr. Landon - 25% and 35% stormwater.

CM Klufas - If we get all of this data, what we could actually do, FEMA (Federal Emergency Management Agency) has done the preliminary flood zones recently (last year). He suggested if we have such high resolution elevation maps, we could alert homeowners who are in FEMA flood zones and let them know their elevations from the new data. Mr. Landon - There is a process that you have to go through; he doesn't know that the LiDAR data would meet the criteria. What we can do is say whether it is worth going through the process; it may be a good tool. Ms. Bevan - A lot of what is in Palm Coast has been generally unstudied. FEMA information is basically east of I-95, etc.

The Resolution was Continued.

Enactment No: R2017-33

E. WRITTEN ITEMS

5 [17-98](#) RESOLUTION 2017-XX APPROVING ONE-YEAR PRICE AGREEMENT WITH ENVIRONMENTAL LAND SERVICES FOR DEBRIS DISPOSAL SERVICES

Mr. Landon gave a brief overview of this item.

VM Nobile - There is a big difference between the two bids. Mr. Landon - That is because one is out of town.

VM Nobile - So, it is hauling? Mr. Landon - Yes.

The Resolution was Continued.

Enactment No: R2017-34

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 - Bus stops, we could request a yearly listing of where the bus stops are and include updates because they change. Our people are running around trying to figure out where the bus stop(s) is now. Maybe the School Board is behind, it is maintenance that would know.

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

VM Nobile - Industrial zone - it was brought up to him that Hargrove Grade is industrial zoning but because of that zoning they are not allowed to have sports activities, gymnastics, why is that? Mr. Landon - He doesn't know the specifics in the code, but in general the philosophy of zoning is if it is recreational where you have kids around and they are around heavy trucks, etc., they do not mix. As far as Hargrove, he would have to look into it. VM Nobile - It came from the Chamber of Commerce, because the owners have the potential to lease to gyms, but they are not allowed. Mr. Landon - One of the things we are looking at with the LDC are industrial buildings, etc. We need to get through the landscaping and then we will look at it.

VM Nobile - City liens against homeowners for utility charges that are not paid by the tenant and then we put a lien against the property owner. He is trying to understand if we have the contract with the renter and not the owner, how is that possible? Mr. Landon - The base charges are the responsibility that go along with the land; the use charges go on with the tenant. Mr. Landon explained the base charges which are kind of like if you get a loan for a car and you don't use it but you still have to pay the loan. We only pass that on to the owner. Mr. Christopher Quinn, Finance Director - More typical is in the months in between renters that the owners still have to pay the base fees and usage. We have a big issue in collecting that, so owners basically move in as the user during they time they have no renter and then they get a bill and then the renter comes in takes over at that point. So, a lot of those don't get paid for that internal time period and that is when, often times, we will lien the owner of the property.

CM Klufas - Hoping to prioritize security cameras for Indian Trails Sports Complex (ITSC) and Holland Park; surveillance to keep everybody safe. Mayor Holland said Mr. Alex Boyer, Parks & Rec Director, said vandalism happens all the time. Mr. Landon - We definitely agree we need to do something to prevent the recurrence and these gentlemen have been tasked with looking at that. Mr. Steve Viscardi, Information Technology Director - Gave an update, we do have plans for next year to put in a bunch of cameras in Holland Park (it is already wired for it) and ITSC. The

only park we have them now is in Ralph Carter. The issue you run into is that we can put them out there but they are not monitored, they are recorded. We could put them out there to try to mitigate the problem. Mayor Holland - If there is a specific area where we know they continue to vandalize, she does not know if it is kids or what but there is a cost to repair. Mr. Viscardi - We try to do the bathroom areas, basketball courts at Ralph Carter Park and driveways coming in so we can see them coming in or leaving. CM Klufas - Yes, perimeters are important to see them coming and going.

VM Nobile - What kind of cost are we looking at for Holland Park? Mr. Viscardi - Typically, the cameras we are using are in the \$500-\$600 range. We haven't looked at how many but maybe four or five and then we have to have them installed. As we add more cameras, we have to have the disk storage space to store all the images and then we have to have the licensing for our security system. We usually buy 20 at a time and then after that it is about \$5,000 or so. Installations add to that cost. Mr. Landon - The concern is we are spending repair dollars regularly right now and maybe advancing the project and taking a look at it coming out of this year's budget is really what the request was. Mayor Holland - Maybe contact the Sheriff's office, there may be grant dollars for that type of equipment. Mr. Landon - During the recession, we used to apply for some of those grant dollars and actually got funding for some; we will see if we could get that done again.

CM Klufas - Do you think that it is time to have walk through Holland Park to see where we are at? Mr. Steve Flanagan, Community Development Director - The surety is running the park project now, and they are making some pretty good progress. One of the big items was the stone work that was on some of the facilities that needed to be redone. They have gone ahead and started that process now. So, things should be moving forward better now that they are geared up; they seem to be making more progress. Mr. Landon - The sure project manager is still very hopeful that it will be done by the end of May (possibly end of April). Mr. Landon - Council Members can get with Mr. Flanagan individually to get a little tour.

Mayor Holland - The Council has an upcoming workshop with the Board of County Commissioners to review a proposal to change some of the percentages that are currently spent. One in particular to apply an additional penny towards the beach restoration and forego capital dollars for three years because we talked about this as a Council looking into those dollars for our capital project as a way of offsetting the costs that we put towards our residents for improvement and additions to our facilities. The Mayor suggests at that meeting that we look at changing the 1 and 9 capital fund that allows municipalities to apply for increased amounts than what they currently do. Right now they have \$2.5 mil. sitting in that fund and we are only allowed to apply for \$150,000 limit. The Mayor brought it up at the last workshop and the Mayor of Flagler Beach was very supportive of it, because they have always applied for different pier dollars, etc. It is important to note that because we are very aggressive sports marketing campaign to bring in tournaments for our facilities and now we are really starting to turn organizations away because we are at capacity, that we really want to look at the ability to increase our opportunities as far as in that arena. In order to do that, we need to find funding, and this is a really beneficial way to tap into those resources. We do bring a tremendous amount of dollars because of all the tournaments that we bring. Hotels are filled during those time periods and those tax collections obviously goes into those buckets of funds. The Mayor wants to get ahead of this. The County has tapped some of those funds as far as projects they are doing but the more we can increase those dollars, the more benefit it is for them to market our community as well as adding capacity to our fields. The Mayor will be bringing this up as a suggestion because the Board of County Commissioners are ultimately the deciders of how those dollars are spent. She thinks we really have to have a conversation about this, and she is hoping the County will support us. It is

beneficial to them as well, if you look at it with the perspective of increased revenue for those dollars. It is an important issue that she wanted to bring to the Council's attention. She supports the ability for us to take those immediate dollars and put them towards beach restoration; they are critical to the economy of our community. Mr. Landon - ITSC has been a huge success, it is probably the #1 tourism driver as far as special events in Flagler County. Our tournaments have probably brought in more than anything else. Our complex is starting to see more and more conflicts with scheduling; double-bookings during the peak seasons where we have lacrosse and soccer. We already have more tournaments booked this year, that have not happened yet, than all of last year (combined). Our soccer club, PDA (Players Development Academy) has changed their name to Florida Elite. They have partnered with a new group out of Jacksonville, and as the professional soccer team and program in Orlando has taken off, so has the whole region taken off and getting more and more competitive and more demand. That puts more pressure on our complex two-fold because they want to bring more tournaments and we also have our local clubs and kids' sports teams putting more demand on our facilities. We are looking at our property on US1 that we already designated as another complex and that is where the dollars can go to and have an immediate impact on helping bring more tournaments which then brings in more dollars for beach restoration and the rest of our tourism. If we can get the funds it would be a good way of growing this.

Mayor Holland asked individual County Commissioners if they would have interest in starting up again some quarterly workshops with our government bodies to discuss issues of mutual interest; in particular outstanding issues to try to check off the list that are old issues. We are going to have some important issues coming up, particularly the Sheriff's budget, our 800 MHz system, etc. The better we communicate; the better the outcome will be.

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

City Attorney Garganese was present at this meeting. Mr. Reischmann was on vacation.

Mr. Garganese had no comments.

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

Cameras on Florida Park Dr. to monitor what kind of traffic we have are going up this week.

VM Nobile - Seafood Festival was great, but Saturday at about 2:00 pm they ran out of lobster. Mr. Landon - This was a little different because it was not a City event. This is actually an event organizer that does this for a living that has been doing some events in the St. Augustine area and decided to give our market a try. Mayor Holland - Was it cancelled Sunday? VM Nobile - No, it rained a few times. CM Cuff - It closed early.

Food Truck next Tuesday night (3/21/17).

J. ADJOURNMENT

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

*Respectfully submitted,
Barbara Redline*

Calendar and Worksheet

[17-105](#) MEETINGS CALENDAR AND AGENDA WORKSHEET

[17-107](#) ATTACHMENTS TO MINUTES