



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 28, 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

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 [17-127](#) PRESENTATION ON GOLF AND TENNIS MANAGEMENT TRANSITION PLAN

Mr. Landon gave a brief overview of this item. Mr. Alex Boyer, Parks & Recreation Director, gave a PowerPoint presentation, which is attached to these minutes.

CM Shipley - With the general manager we are going to hire and the consulting fees, do you have a price of what that is going to cost? Mr. Landon - One of the things that is critical that people do not realize is that the general manager out there, we are currently paying for the Kemper general manager and all the other employees out there, plus \$84,000; very similar to what it costs today. The other services (food services) would be contracted; we would not be responsible for their profit or loss; that is where the big change is. (We don't know yet what it will cost that is why we are hiring a consultant to help solicit people to come in).

Mayor Holland stated this makes a lot of sense and spoke of Captain's Barbecue at Bing's Landing; private entity; they pay rent monthly but their bottomline is their bottomline; County gets a percentage. Dead Lake was another example; they operate the business as their own.

CM Cuff - The food service, he agrees with the Mayor, also janitorial services; what about the course maintenance? Do we expect we will get three or four bids from companies that do this? Mr. Boyer - That is why we want to go with the consultant because they will be able to help us to get more responses to our request for proposal.

CM Klufas - Currently with Kemper Sports, do they have similar course manager agreements with other cities? Mr. Landon - Yes, this is what they do all over the country.

CM Klufas - So, why is ours failing? Mr. Landon - One of the things is, a little more control. We have already taken steps to take tennis and golf out of the enterprise fund function and it is all part of Parks & Recreation. Bringing this recreational function inside our department so that the manager would report to Alex Boyer and there would be some more direct oversight. Eliminating the management fee, about \$84,000 per year is one of the goals. Golf itself is a tough business right now so there are many of them across the country whether it is managed by Kemper or somebody else, that are not making money and we are actually approaching this from an amenity, recreational standpoint and getting away from the formal management of a club type setting is the new direction we are trying to go. The other part, why we do not have a contract with Kemper, and could not reach an agreement, was their model is all of the liability, all of the costs is with the owner of the course. They virtually have no skin in the game. They make \$84,000 a year no matter how the course goes. We had some workers comp. issues, we had employees sue them; all of those costs, the City was paying for, and we said no that is your responsibility Kemper.

Mayor Holland views these facilities as a big portfolio of recreational amenities that makes Palm Coast what it is; different services for different interests for our residents; for example Frieda Zamba pool, etc. She believes the more control we have over this process, hopefully the more play time and awareness that this golf course does exist. We have opportunities to partner with other school districts to hopefully grow the game of golf for the next generation.

CM Klufas - All the equipment is ours? Mr. Landon - Yes.

CM Klufas - For marketing, maybe we can bring back the Palm Coast Open, where we have who is the best golfer in Palm Coast. This could be an opportunity to try to synergize it. Have we ever thought of inquiring with other places where Kemper has been removed, to ask what they moved to? Do we have other examples of what other cities are doing? Mr. Boyer - Morningstar is in the process of negotiating a site in New York that is a Kemper managed club. The reason we propose the hybrid

model, is that we are not diving into a full choice. Right now, we are trying to maintain the asset itself and looking at contracting out the specialty things. We are not completely making one decision where we will have to wait 4-5 years to change it.
Mr. Landon - We need another team player to finalize this.

CM Klufas - How many people are employed at Palm Harbor Golf Club? Mr. Boyer - Somewhere between 5-7 full time staff members and the rest are hourly contractual.

CM Klufas - If we ask the (Kemper) employees what was Kemper not giving them in order to be successful, that is probably the best information we can get.

CM Shipley - If they are Palm Coast residents, are we going to look to keep most of the the Kemper employees? Mr. Landon - Top management is protected by the contract, noncompete clause; we very likely cannot hire them as per our contract. Then as far as the frontline people, the idea is to hire a company that will have to hire employees. We can't guarantee the Kemper employees will be hired by them but there is a possibility. There will be approximately the same number of employees.

VM Nobile - What is our objective with this transition; what are we trying to accomplish? Mr. Landon - We are trying to manage a recreational facility in the most efficient fashion we can; try to maintain a huge amenity in the community that the community is proud of and try to work with the players/customers to have it be a great experience.

VM Nobile - Can you tell what the P&L (profit and loss) will look like after this transition? Mr. Landon - No, the consultant is going to put together a business plan for us and a budget.

VM Nobile - Success and failure, what is our goal, what is a success for that facility? Mr. Landon - Having a facility that this community is proud of.

The Presentation was Continued.

Enactment No: R2017-35

2 [17-126](#)

PRESENTATION ON GREEN INITIATIVES

Mr. Landon gave a brief overview of this item. Ms. Denise Bevan, City Administration Coordinator, and Mr. Jim Hogan, Utility Systems Manager of Water Operations, gave a PowerPoint presentation, which is attached to these minutes.

Mayor Holland - How do we introduce recycling to new residents? Ms. Bevan - When they sign up, they get a welcome email so they get all the information about when it is collected, information about their Council Members. Some people may or may not read it. We are trying to take it to the next level of getting that information out to our citizens; trying to get a refresh to our citizens.

Mayor Holland - She received a question, if someone gets an online water bill, they do not get the newsletter. When they do electronic billing do they get a newsletter? Mr. Landon - Yes, they just have to click on it and open it.

Mayor Holland - Do we have a program for commercial recycling? Mr. Landon - We don't have a commercial contract or recycling program for those. They hire their own hauler.

Mayor Holland - Are we still in contact with the Trust for Public Lands? Ms. Bevan - That is an entity that comes routinely; we do fit into that network and whatever is

going on with that program.

Mayor Holland - What is the number of wellfields on that property (Pringle Creek Forest North and South. Mr. Hogan - He believes it is 27 future wells located on that property. Mr. Landon - Currently, we have a dozen or so? Mr. Hogan - On the western part. Mr. Landon - We are engaged as much as we can be to make sure it is protected. It is currently owned by Rayonier.

CM Klufas - We don't have a super charging station here; 80% in 30 minutes where we could actually draw people here as an incentive because inside of their car it will tell them where the super charger stations are. There are different levels these chargers; food for thought. Mr. Landon - This is just a start.

Mayor Holland - Are we looking at our Public Works facility also (for energy saving measures)? Mr. Landon - Yes, we are taking a hard look at all of the older facilities as well as using the new standards when building new facilities.

CM Klufas - How high is the monthly bill (FPL) at the water plant? Mr. Hogan - \$13,000 per month.

CM Klufas - We have a lot of land over there, maybe another thought is City-owned solar panel rays? Mr. Hogan - We looked hard at solar and wind and in the future both are going to become much more viable as technology improves and costs come down, but presently they are not a viable source of alternative energy.

VM Nobile - Our reservoirs are they stagnant or do they have current? Mr. Hogan - We pull out of the ground and utilize ground water specifically for our treatment facilities. Two different aquifers; the combined surficial aquifer is mainly replenished by rainfall. The Florida aquifer, the deeper aquifer, it flows, land ridge is the source and it flows this way.

VM Nobile - What is the buy back rate (cost of LED)? Mr. Hogan - Most of the fixtures were obsolete. For FY 2016 we spent \$28,000 on light fixtures - all LED.

VM Nobile - And we expect to save \$16,000, so in two years it will all be paid for? Mr. Hogan - Yes.

Mayor Holland - Does FPL incentivize to go to LED? Mr. Landon - No, they are considered premium lights; you have to pay more for them to be put in and then pay for the electricity which is less but now they will become standard lights and we will just pay them over time and that is supposed to change April-June.

Mayor Holland - Will restrictions come into play? Mr. Hogan - SJRWMD had a cautionary statement; that probably will be their next step to make irrigation once per week.

VM Nobile - Can we have the email again to forward to our contacts (the Mayor's Water Conservation Pledge). Mr. Hogan - Yes.

VM Nobile - In SJRWMD restrictions, does that include the reuse? Mr. Brian Matthews, Utility Environmental Specialist - If your land water was available, the use of well water is not authorized. Mr. Landon - But if you have reclaimed? Mr. Matthew - No restrictions.

CM Klufas - So, if they are enrolled in autopay do we have an option in the future to give them a 3-step plan, etc.? Mr. Landon - We are trying to go paperless unless you

actually ask for paper. If they currently get paper, what are we going to do to say you are no longer going to get paper unless you ask to keep getting paper? Mr. Quinn - Every time a new account comes in, they are incentivized to open a new account with lower opening fees to go all electronic. Last check we have about 50% adoption rate at that point. There are targets that we go after and with our new system we have been successful in getting more and more people to go paperless. It is an ongoing process, over the years more and more are switching to electronic.

CM Klufas was curious of the number of people that are enrolled in autopay, but that are still receiving paper bills. Mr. Quinn - He would say quite a few, over 1,000.

The Presentation was Received and Filed.

3 [17-123](#) ORDINANCE 2017-XX CROSS CONNECTION CONTROL, THE
AMENDMENT OF ARTICLE II CHAPTER 49

Mr. Landon gave a brief overview of this item. Mr. Randall Zaleski, Utility Systems Manager, and Mr. Matthews, gave a PowerPoint presentation, which is attached to these minutes.

No Council questions.

The Resolution was Continued.

E. WRITTEN ITEMS

4 [17-134](#) ORDINANCE 2017-XX AMENDING CHAPTER 8, ARTICLE II, OF THE CITY
OF PALM COAST'S CODE OF ORDINANCES RELATING TO ANIMAL
CONTROL REGULATIONS

Mr. Landon gave a brief overview of this item.

CM Shipley - Does this change any of the cases we have right now? Mr. Landon - No, this doesn't change any of that. Attorney Reischmann - We have some pending cases. He explained the process of dealing with impacts of the State Statute.

The Ordinance was Continued.

5 [17-115](#) RESOLUTION 2017-XX APPROVING A WIND DOWN AGREEMENT WITH
AMERICAN TRAFFIC SOLUTIONS

Mr. Landon gave a brief overview of this item.

VM Nobile - What is our current revenue? Mr. Landon - We average a little over \$6,200 each month, is what we are receiving in fines (4 red light cameras).

VM Nobile - The \$16,000, is that per camera, or \$25,000 for 4 cameras? Mr. Landon - It is \$4,000 per camera to remove it; total of \$16,000.

CM Klufas - We won't exceed that \$16,000? Mr. Landon - The total revenue that ATS (American Traffic Solutions) is receiving during that time is actually about \$17,000 per month. Attorney Reischmann - The contract that is being proposed does provide that if the amounts that the City has retained is not sufficient to pay this whole fixed fee (pg. 2 of the agreement), then ATS will agree to waive the unpaid balance, so there is no real exposure for the City.

CM Shipley - If we wind down in Sept. that would end the contract? Mr. Landon -

Right.

VM Nobile - He would like to know what their incentive is for this. Mr. Landon - We do not fight any of these citations. The ticket clinics know that the City is not going to fight the tickets. Mayor Holland - They did the same thing in Tampa; close-out agreements.

The Resolution was Continued.

Enactment No: R2017-38

- 6 [17-129](#) RESOLUTION 2017-XX APPROVING THE INTERLOCAL AGREEMENT WITH FLAGLER COUNTY AND ACCEPTING A QUIT CLAIM DEED FOR RIGHTS-OF-WAY WITHIN MIDWAY PARK AND WHISPERING PINES SUBDIVISIONS AND FOR BULLDOG DRIVE

Mr. Landon gave a brief overview of this item.

No Council questions.

The Resolution was Continued.

Enactment No: R2017-36

- 7 [17-130](#) RESOLUTION 2017-XX APPROVING ASSIGNMENT OF DEVELOPMENT RIGHTS, PERMITS, LICENSES, AND CONTRACTS AND ACCEPTING RELATED COUNTY DEEDS RELATED TO MATANZAS WOODS PARKWAY AND OLD KINGS ROAD EXTENSION

Mr. Landon gave an overview of this item.

Mayor Holland - Do you have a plan on how quickly the City is going to take over the maintenance of the Matanzas Woods interchange property? Mr. Landon - This week.

The Resolution was Continued.

Enactment No: R2017-37

- 8 [17-118](#) RESOLUTION 2017-XX APPROVING A CONTRACT WITH NEWBERG IRRIGATION, INC., FOR THE CONSTRUCTION OF THE RECLAIM WATER IRRIGATION US 1 PROJECT

Mr. Landon gave a brief overview of this item.

VM Nobile - Given the numbers, he would prefer this to go to Yellowstone Landscape. Keeping that money local (Bunnell) he would like to see that go to the Bunnell company. Mr. Landon - We have a policy of 5% local preference up to \$10,000 (the cap).

VM Nobile - It is so close. Mr. Falgout - We can't change that today, but that is something our group is looking at as a procurement policy and procedures as well as local preference that would be a good opportunity to look at what Council's direction is for the future.

Mayor Holland - She is fine with looking at the policy.

CM Klufas expressed if it is so local, like Bunnell (geographically adjacent), maybe the location should be something we look at more.

Attorney Reischmann added the standards that will, and can be applied, have to be definitive; they need to be quantifiable and for the future, not retroactive.

Mr. Landon explained the local preference applies to the City, if no response from a vendor in the City, then any contractor/vendor in Flagler County will benefit from the local preference.

Mayor Holland asked staff to come back with options.

The Resolution was Continued.

Enactment No: R2017-39

- 9 [17-114](#) RESOLUTION 2017-XX APPROVING PIGGYBACKING MINNESOTA
WSCA-NASPO MASTER AGREEMENT #MNWNC-108 (AMENDMENT#1)
WITH DELL COMPUTER CORPORATION FOR COMPUTER EQUIPMENT
PURCHASES

Mr. Landon gave a brief overview of this item.

VM Nobile - Do we have a program that employees can utilize to make purchases of equipment? Mr. Landon - Yes, software and Dell has an employee program too. Then the last one, is if we have a surplus (of technology equipment), we allow employees to purchase because they still have some value to them. We encourage technology, we allow people/staff up to 40 hours sick leave to convert sick leave into technology purchases for their house.

The Resolution was Continued.

Enactment No: R2017-40

- 10 [17-122](#) RESOLUTION 2017-XX APPROVING PIGGYBACKING MARTIN
COUNTY'S AGREEMENT WITH PRMG AND APPROVING WORK ORDER
FOR PRMG FOR UTILITY FINANCIAL CONSULTING SERVICES

Mr. Landon gave a brief overview of this item.

No Council questions.

The Resolution was Continued.

Enactment No: R2017-41

- 11 [17-124](#) RESOLUTION 2017-XX APPROVING PIGGYBACKING NATIONAL JOINT
POWERS ALLIANCE (NJPA) CONTRACT #1062916-GPC WITH NAPA
AUTO PARTS FOR THE PURCHASE OF AUTO PARTS AND SERVICES
FOR THE CITY'S FLEET DIVISION

Mr. Landon gave a brief overview of this item.

No Council questions.

The Resolution was Continued.

Enactment No: R2017-42

- 12 [17-128](#) RESOLUTION 2017-XX APPROVING PIGGYBACKING STATE CONTRACT ITB#20-21100000-C WITH WESCO TURF, INC., FOR THE PURCHASE OF TORO MOWER AND RELATED ACCESSORIES

Mr. Landon gave a brief overview of this item.

No Council questions.

The Resolution was Continued.

Enactment No: R2017-43

- 13 [17-131](#) RESOLUTION 2017-XX APPROVING THE FIRST AMENDMENT TO THE CONTRACT WITH SHELLEY'S ENVIRONMENTAL SYSTEMS FOR DOMESTIC WASTEWATER RESIDUALS MANAGEMENT, TRANSPORTATION TREATMENT AND DISPOSAL SERVICES

Mr. Landon gave a brief overview of this item.

Mayor Holland - We haul this to the Volusia landfill? Mr. Landon - Yes.

CM Shipley - In the future, we are planning on changing that (sending it out to Volusia)? Mr. Landon - We want you to be able to put it on your yard as fertilizer. There is the possibility of being able to mix it with dirt or something that makes it at a level where it can be reused.

The Resolution was Continued.

Enactment No: R2017-45

- 14 [17-125](#) RESOLUTION 2017-XX APPROVING THE PURCHASE OF A TRAFFIC SIGN PRINTER AND A ROLL-TO-ROLL LAMINATOR FROM AVERY DENNISON

Mr. Landon gave a brief overview of this item.

CM Klufas - So, it is not the one that is already there? Mr. Landon - They gave us a demo to use. This will allow us to purchase that.

CM Shipley - It will be easier for us to make signs quicker? Mr. Landon - They do have to meet criteria, but yes.

The Resolution was Continued.

Enactment No: R2017-44

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.

No public comments.

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

VM Nobile last week he was at the TPO (River to Sea Transportation Planning Organization) meeting and they had a large bicycle run similar to the one the Rotary does here but this was in Volusia with thousands of people. People went out of their way to find him to say how nice riding through Palm Coast was.

VM Nobile - Multifamily units going up in Bunnell, but the concern of a few of the residents in the E Section were that we are going to open East Hampton into US1 or SR100. We do not have plans to do that, do we? Mr. Landon - The history of that is it stops at the Bunnell/Palm Coast City limits we have gone as far as we can go. He believes that is just rumors. VM Nobile - They were concerned about turning East Hampton into a through road. Mr. Landon - If that was happening, we would hear from Bunnell but we have not. He has no reason to believe that is happening. He will confirm.

CM Shipley - She met with the Historical Society last week and Mr. Art Dyke said he would come here with an associate. She would like to put on the next workshop for Mr. Dyke to speak to Council and to set some sort of policy for historical markers (35-50 years). He has a list of 18 different locations that he feels are historic. Mayor Holland did some research about historic markers and then realized there are certain homestead exemptions for historical homes. CM Shipley expressed they are interested in facilities like the community center, Palm Harbor Golf Course, etc., not private homes. They do not want to be a historic district.

Council consensus for workshop and presentation by the Historical Society. April 11th will be the workshop; the following week it can go to City Council business meeting.

CM Shipley has been getting a lot of emails with people complaining about litter. She is wondering with the adopt a road program, do we have any incentive to tell people when they call to say there is litter on the streets, etc.? Mr. Landon - No, not that he knows of.

Mayor Holland - How many roads are adopted in Palm Coast? Mr. Landon - We have quite a few medians in the neighborhoods that are adopted.

VM Nobile - This time of year because we are not doing the easement mowing it kind of builds up where it is noticeable. That is what, every 2 weeks the mowing? Mr. Nestor Abreu, Public Works Director - It is a little more than 2 weeks, closer to 4 weeks. Mr. Landon - We basically go from one end of town to the other.

Mayor Holland - As a suggestion, she can ask Commander Mark Carman (Flagler County Sheriff's Office) to contact Sgt. Lutz to put that on his agenda for the neighborhood watch groups, to adopt a roadway. That might be an empowering thing for the residents to volunteer and he can supply the information on how to adopt a roadway.

CM Klufas received two emails and a phone call about Waste Pro yard waste pick up and the size of the debris. Is there a 6 ft. length rule for trees, is that true? Mr. Landon - It is 4 cu. yds. (basically 3 ft. high x 3 ft. wide by 12 ft. long). The maximum tree trunk diameter is 6" and the maximum length is 5 ft. It is usually the call of the driver. The best thing to do is keep it tucked away on your property and bring out portions every week. The other thing in the new contract is bags are unlimited.

CM Klufas he received two phone calls from people that live in Grand Haven on the north gate side, with Waterside park there and there is that long straightaway, so late at night, he has seen it during the day too, people drag race their cars down that long strip. There are burnout marks all the way down and it is affecting the people that are behind that. It is secluded from police officers and they were suggesting putting speed bumps or something back there. He doesn't know the feasibility of that, but the burnout marks go the entire length of that stretch of roadway. Mr. Landon - There are many problems with speed bumps on private streets. We do not allow them in Palm Coast. We love to do enforcement. If residents call right away, law enforcement may be able to get out there in time. CM Shipley remembered seeing a temporary speed bump on one of the streets. Commander Carman - That was an experiment.

Mayor Holland has had several people locally using Uber, and she has had them tell her that sometimes nice safe cars show up and one time a driver came in a vehicle with bullet holes on the car. It prompts the Mayor to ask what our regulations are with Uber. Attorney Reischmann - Read from the City's code, Chapter 44 - Traffic and Vehicles, Article IV - Vehicles for Hire. This is going back to 2005, it is a regulation of taxis. Mayor Holland - What does it require? Attorney Reischmann - It has vehicle registrations, driver permits; it would not be consistent with the business model of Uber. CM Shipley knows Uber makes sure drivers are insured, they go back 7 years to be sure there are no DUIs or outstanding traffic issues, and vehicles are registered and the vehicles cannot be older than a certain age.

VM Nobile further described the requirements of becoming an Uber driver. What are we talking about adding to that? Mayor Holland - How do you know the Uber drivers? CM Shipley - There is a picture of the driver and the car and the route they are on.

Mayor Holland - Our codes reflect one industry, so the taxi cab association has to file locally, but she doesn't know if we have any mechanism to say these are Uber drivers locally. She would like to find out what other cities are doing if anything.

VM Nobile stated Uber partners with some communities with pricing, etc.

Attorney Reischmann - You would want to look at the counties and neighboring counties for continuity.

CM Klufas said 10 years from now Teslas will be driving themselves around town (as Uber drivers).

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

No comments.

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

*-April 1st Green City Hall event, 10:00 am-1:00 pm
-We will be closed April 14th.
-April 14, 7:30 pm - Easter Teen Flashlight Egg Hunt
-April 15, 10:00 am - Eggstravaganza Egg Hunt at Central Park.
-Moving forward with the City's radio show. The first show is scheduled for April 8th and then one every Saturday after that. First topic is sidewalks and street lights.*

J. ADJOURNMENT

The meeting was adjourned at 12:09 p.m.

*Respectfully submitted,
Barbara Redline*

Calendar and Worksheet

[17-135](#) MEETINGS CALENDAR AND AGENDA WORKSHEET

[17-138](#) ATTACHMENTS TO MINUTES