



# City of Palm Coast

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164

## Meeting Minutes Beautification & Environmental Advisory Committee

*Chairman Glenn Partelow*  
*Vice Chair Kenneth Jones*  
*Committee Member John Kapcar*  
*Committee Member Joanna Salkovitz*  
*Committee Member Jeffery Seib*

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Thursday, May 25, 2017

5:00 PM

City Hall Community Wing

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>Public comment on issues on the agenda or public participation shall be limited to 3 minutes.

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>Other matters of concern may be discussed as determined by Board during the meeting.

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### A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

*Chair Partelow called the May 25, 2017 meeting of the Beautification and Environmental Advisory Committee to order @ 5:01PM.*

### B. ROLL CALL

**Present:** 4 - Member Partelow, Vice Chair Jones, Committee Member Salkovitz, and Committee Member Seib

**Excused:** 1 - Committee Member Kapcar

### C. MINUTES

#### 1 [17-247](#) MEETING MINUTES OF THE APRIL 27, 2017 BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE MEETING

*Chair Partelow indicated that he believed the meeting minutes from the April 27, 2017 minutes should be amended to reflect a vote change on the U.S.S. Liberty agenda item as follows: 3 in favor and none opposed (3-0 instead of 4-0). This change was based on his reading of Robert Rules of Order and that according to that document the chair only votes on an item where there is a tie. However, this matter was referred to the City's legal counsel who advised that according to Resolution # 2006-07 where the Beautification & Environmental Advisory Committee (previously a Board - BEAC) was created all 5 members of the BEAC are voting members. A member would only be*

*authorized to abstain from voting in the event of a conflict. If a member has a conflict with an item they are to vote on, there is a form that they must complete and state the conflict. A further clarification was provided to Chair Partelow that the City's Council and Boards/Committees due follow Roberts Rules as a guideline. However, in addition to the voting requirement in Resolution 2006-07, any requirements/guidelines/policies of the City Council and State law must be adhered to when conducting City meetings.*

*Based on the above information no changes were made to the Meeting Minutes of the April 27, 2017 BEAC minutes and their status has been recorded as approved as presented.*

**A motion was made by Committee Member Seib and seconded by Committee Member Salkovitz that the minutes be approved as presented. The motion was adopted by the following vote:**

**Approved:** 4 - Member Partelow, Vice Chair Jones, Committee Member Salkovitz, and Committee Member Seib

**Excused:** 1 - Committee Member Kapcar

**D. OLD BUSINESS**

**2**     [17-178](#)             ARTIFICIAL PONDS AND WETLANDS IN THE CITY

*Mr. Seib gave a presentation which is attached to these minutes.*

**The agenda item was received and filed.**

**3**     [17-179](#)             CITY-OWNED PROPERTY

*Mr. Seib gave a presentation and his presentation is attached to these minutes.*

*Mr. Butler discussed inviting Mr. Don Schragger, Construction Site Manager, to a future meeting with regarding growth issues within the City.*

**The agenda item was received and filed.**

**G. PUBLIC PARTICIPATION**

*No members of the public were present to address the BEAC members.*

**E. NEW BUSINESS**

**F. DISCUSSION OF MATTERS NOT ON THE AGENDA**

*Mr. Butler discussed with the BEAC members regarding the upcoming Land Development Code environmental code section review to see if they wished to review. Mr. Butler to send members that section of the Land Development Code to review.*

*Ms. Salkovitz: Does the City have plans for future water use?*

*ANS: Mr. Seib: Mr. Brian Matthews, Environmental Specialist discussed with the BEAC members that growth of the City.*

*Mr. Butler discussed future growth issues with the BEAC members.*

## **H. ADJOURNMENT**

*The meeting was adjourned at 6:32PM.*

*Respectfully submitted:  
Irene Schaefer, Recording Secretary*