

City of Palm Coast, Florida Agenda Item

Agenda Date :

Department	CITY CLERK	Amount
Item Key	5596	Account
Subject	MINUTES DECEMBER 4, 2018 BUSINESS MEETING DECEMBER 11, 2018 WORKSHOP	
Background :		
Recommended Action :	Approve the minutes of the City Council: December 4, 2018 Business Meeting December 11, 2018 Workshop	



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

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

**Mayor Milissa Holland
Vice Mayor Nick Klufas
Council Member Eddie Branquinho
Council Member Robert G. Cuff
Council Member Jack D. Howell, II**

Tuesday, December 4, 2018

6:00 PM

CITY HALL

City Staff

**Beau Falgout, Interim 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 streamed live on YouTube at <https://www.youtube.com/user/PalmCoastGovTV/live>.
- > 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 6:00 p.m.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Present and responding to roll call were the following:

Council:	Robert Cuff
	Nick Klufas
	Milissa Holland
	Eddie Branquinho
	Jack D. Howell, II

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 any topic or proposition not on the agenda or which was discussed or agendaed at the previous

City Council Workshop, 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.

The following citizen came forward to voice their concerns, opinions and suggestions: Vince Ligouri.

MINUTES

Pass

Motion made to approve made by Vice Mayor Klufas and seconded by Council Member Cuff

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

- 1 MINUTES OF CITY COUNCIL
NOVEMBER 20, 2018 BUSINESS MEETING
NOVEMBER 27, 2018 WORKSHOP**

RESOLUTIONS

- 2 RESOLUTION 2018-XX APPROVING AN INTERLOCAL AGREEMENT WITH FLAGLER COUNTY RELATED TO EMERGENCY SERVICES COMMUNICATIONS**

R20180172

Mr. Falgout provided a brief overview to this item. Mr. Falgout presented a PowerPoint, which is attached to these minutes.

Council held further discussion on this item.

*Public Comments:
There were none.*

Pass

Motion made to approve made by Vice Mayor Klufas and seconded by Council Member Howell, II

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

3 RESOLUTION 2018-XX APPROVING AN INTERLOCAL AGREEMENT WITH FLAGLER COUNTY FOR E911 ADDRESSING

R20180173

Mr. Falgout provided a brief overview to this item. Mr. Falgout presented a PowerPoint, which is attached to these minutes.

*Public Comments:
There were none.*

Pass

Motion made to approve made by Vice Mayor Klufas and seconded by Council Member Branquinho

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

4 RESOLUTION 2018-XX APPROVING AN INTERLOCAL AGREEMENT WITH FLAGLER COUNTY FOR FOR WATER AND WASTEWATER SERVICES OLD KINGS ROAD SOUTH

R20180174

Mr. Falgout provided a brief overview to this item. Mr. Falgout presented a PowerPoint, which is attached to these minutes.

*Public Comments:
Jim Cullis thanked staff for their assistance.*

Pass

Motion made to approve made by Vice Mayor Klufas and seconded by Council Member Cuff

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

CONSENT

Mayor Holland called for public comments. There were none.

CM Howell reported he has been provided a follow-up to his questions raised at the workshop. He thanked Mr. Falgout and staff for their research regarding the generator and the comparison costs for asphalt and concrete.

5 RESOLUTION 2018-XX APPROVING CONTINUING SERVICE AGREEMENTS FOR PROFESSIONAL STORMWATER & ENVIRONMENTAL ENGINEERING SERVICES

R20180175

Pass

Motion made to Adopt on consent made by Vice Mayor Klufas

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

6 RESOLUTION 2018-XX APPROVING A WORK ORDER WITH CPH, INC. FOR DESIGN SERVICES FOR PEDESTRAIN IMPROVEMENTS ON PALM COAST PARKWAY

R20180176

Pass

Motion made to Adopt on consent made by Vice Mayor Klufas and seconded by Council Member Howell, II

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

7 RESOLUTION 2018-XX APPROVING A SOLE SOURCE AGREEMENT WITH HARCROS CHEMICALS, INC. FOR COAGULANT HPAC 8323 S

R20180177

Pass

Motion made to Adopt on consent made by Vice Mayor Klufas and seconded by Council Member Howell, II

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

8 RESOLUTION 2018-XX APPROVING PIGGYBACKING THE SOURCEWELL CONTRACT WITH CATERPILLAR FOR THE PURCHASE OF THE COMMUNITY CENTER GENERATOR

R20180178

Pass

Motion made to Adopt on consent made by Vice Mayor Klufas and seconded by Council Member Howell, II

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

- 9 RESOLUTION 2018-XX APPROVING PIGGYBACKING THE COBB COUNTY BOARD OF COMMISSIONERS CONTRACT WITH GARLAND FOR THE PURCHASE OF ROOFING SUPPLIES AND SERVICES**

R20180179

Pass

Motion made to Adopt on consent made by Council Member Cuff and seconded by Council Member Howell, II

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

- 10 RESOLUTION 2018-XX APPROVING PIGGYBACKING THE ORANGE COUNTY CONTRACT WITH FISHER SCIENTIFIC LLC FOR THE PURCHASE OF FIRE RESCUE HAZMAT SUPPLIES, EQUIPMENT AND BUNKER GEAR**

R20180180

Pass

Motion made to Adopt on consent made by Council Member Cuff and seconded by Council Member Howell, II

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

PUBLIC PARTICIPATION

Remainder of Public Comments is limited to three (3) minutes each.

The following citizens came forward to give thie concerns opinions and suggestions: Jack Carall, Lewis McCarthy, George Mayo, Jules Wilkowski and Tom Olson.

DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

CM Cuff thanked all who attended the tree lighting and the lights in the Park.

CM Howell received wonderful comments regarding the Building and Code Department

11 PRESENTATION BY SGR - UPDATES ON THE CITY MANAGER SEARCH

Mr. Doug Thomas of SGR provided Council with an overview to this item and a PowerPoint, which is attached to these minutes. A questions and answer period followed: Topics discussed included; the brochure; advertising for the position; video; advertising for non-governmental candidates; military candidates; social media outlets; utilizing LinkedIn, advertising in CIO Magazine, BCM and Stack Overflow; timeline; triage meetings; scheduling special meetings with Council; briefing books; interviewing with Council one on one or to interview Council as a whole in an open meeting; concensus was to try to interview with the entire body; including senior staff in the process; not necessarily having senior staff participate in the engagement process; the position being under Council's authority; including senior staff in the process in some way or providing some sort of a mechanism for staff to meet with the candidates and providing a meeting and greet with the public.

Public Comment

The following individuals gave their concerns, opinions and suggestions: Lewis McCarthy, George Mayo and Jack Carrall.

DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

Nothing at this time.

DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

Mr. Falgout thanked the new Council Members for meeting with the Executive Team and for their open communication. He informed them if you have not met with one of them, they will be reaching out to you.

He reported upcoming events and the meeting schedule.

ADJOURNMENT

The meeting was adjourned at 7:49 p.m.

*Respectfully submitted by: Virginia A. Smith, MMC
City Clerk*



**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 Nick Klufas
Council Member Eddie Branquinho
Council Member Robert G. Cuff
Council Member Jack D. Howell, II**

Tuesday, December 11, 2018

9:00 AM

CITY HALL

City Staff

**Beau Falgout, Interim 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 streamed live on YouTube at <https://www.youtube.com/user/PalmCoastGovTV/live>.
- > 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

City Clerk Virginia Smith called the roll. All members were present.

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 any topic or proposition not on the agenda or which was discussed or agendaed at the previous City Council Workshop, 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.

The following citizens gave their concerns, opinions and suggestions: Celia Pugliese

PRESENTATIONS

1 PRESENTATION - UPDATE ON CITY COUNCIL PRIORITIES FOR FISCAL YEAR '19

Mr. Falgout requested a brief moment to highlight a City employee who rescued an injured dog off of I-95. Accolades were given to Kasey Hagan, Animal Control Officer for rescuing an injured dog, which he delivered to the Humane Society. Moments before the dog was to be euthanized, a Palm Coast couple came forward and adopted the dog. The couple has agreed to take care of the dog and the medical needs of this dog. Mr. Falgout presented a few photos of the dog and the happy couple with their new rescue dog.

Mayor Holland opened the item and explained to the two new council members the history of adopting the strategic plan. Mr. Falgout reported ICMA awarded the City a Certificate of Distinction on September 26, 2018 for exemplifying the standards in Local Government. He wanted to recognize Denise Bevan and her team for their work in developing the strategic plan. Ms. Bevan presented a PowerPoint presentation, which is attached to these minutes. Topics discussed included: the scheduling meetings in 2019 for review of the goals; strong education campaign to target residents to shop local; businesses need to go to the BAC and residents need to receive the message to shop local; scheduling speaking engagements; the purpose of the quarterly review for Council and its effectiveness; the number of goals being tracked; giving Council the information on whether the goal can be accomplished; resource issues vs. the need or want; kiosks; working with Flagler County Sheriff, Flagler Schools and the County in order to achieve some of the goals; traffic; hiring a traffic engineer; targeting college graduates for the position; residents dissatisfied with garbage pick-up; special assessment district; trade of technology; lack of indoor recreation center; creating an entrepreneur ecosystem and new businesses.

The meeting recessed at noon. The meeting reconvened at 12:20 p.m.

2 PRESENTATION - CITIZEN'S SURVEY

VM Klufas excused himself for a work engagement.

Mr. Falgout provided a brief overview to this item. Ms. Cindi Lane presented a PowerPoint presentation, which is attached to these minutes. Topics discussed included the same audience being addressed; the National Citizen Survey; statistically valid; how the surveys were sent; using constant contact and the citizen engagement platform.

3 RESOLUTION 2018-XX APPROVING PIGGYBACKING THE FLORIDA DEPT. OF MANAGEMENT SERVICES CONTRACT WITH GARTNER, INC. FOR IT RESEARCH AND ADVISORY SERVICES

Mr. Falgout provided a brief overview to this item. Mr. Chuck Burkhart, IT Director and Ms. Angie Russo from Gartner provided a PowerPoint presentation, which is attached to these minutes. Topics discussed included: approach, strategy and a timeline; referencing; annual on-site workshop; baseline assessment; some of the software not working with other software packages and the cost of the current maintenance contracts.

This item will be continued at the next Business Meeting.

4 RESOLUTION 2018-XX APPROVING THE PURCHASE OF SALESFORCE LICENSING FROM CARAHSOFT TECHNOLOGY, INC.

Mr. Falgout gave a brief overview to this item. Mr. Burkhart provided a PowerPoint presentation, which is attached to these minutes. Topics discussed included: free software upgrades; leading CRM; annual licensing costs; the annual percentage increase; customer logins; how the data is collected and the savings received by partnering with Coastal Cloud.

This item will be continued at the next Business Meeting.

5 RESOLUTION 2018-XX APPROVING A WORK ORDER WITH AQUATIC MANAGEMENT PLUS, LLC FOR WEED CONTROL OF THE FRESHWATER STORMWATER DRAINAGE SYSTEM

Mr. Falgout provided a brief overview to this item. Mr. Peel and Mr. Schragger presented a PowerPoint presentation, which is attached to these minutes. Topics discussed included: the spraying being done on the fresh water ditches and after the initial spray the City will be evaluating future needs for staff and equipment.

This item will be continued at the next Business Meeting.

6 RESOLUTION 2018-XX APPROVING THE CDBG CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT FOR THE PROGRAM YEAR OF OCTOBER 1, 2017 TO SEPTEMBER 30, 2018

Mr. Falgout provided a brief overview to this item. Mr. Papa presented a PowerPoint presentation, which is attached to these minutes. Topics included: the requirements for application; the internal process; monitoring requirements; the grant program; complying with Federal requirements; including non-profit and Spring 2019 will start our grant process.

This item will be continued at the next Business Meeting.

WRITTEN ITEMS

7 RESOLUTION 2018-XX APPROVING PIGGYBACKING THE COBB COUNTY BOARD OF COMMISSIONERS CONTRACT WITH GARLAND FOR THE PURCHASE OF ROOFING SERVICES AND SUPPLIES FOR FIBERNET COLOCATION FACILITY #1

Mr. Falgout provided a brief overview to this item. This item will be continued at the next Business Meeting.

8 RESOLUTION 2018-XX APPROVING PRICE AGREEMENTS WITH DIAMOND R FERTILIZER CO., INC., REIDEX/TARGET SPECIALTY PRODUCTS, SITEONE LANDSCAPE SUPPLY, AND SUNNILLAND CORPORATION FOR VARIOUS LANDSCAPE CHEMICALS AND FERTILIZER

Mr. Falgout provided a brief overview to this item. This item will be continued at the next Business Meeting.

9 RESOLUTION 2018-XX APPROVING THE DONATION OF A 2.93 ACRE RESERVE PARCEL OF LAND OWNED BY GREEN HILL REAL ESTATE

Mr. Falgout provided a brief overview to this item. This item will be continued at the next Business Meeting.

PUBLIC PARTICIPATION

Remainder of Public Comments is limited to three (3) minutes each.

The following citizens gave the concerns, opinions and suggestions: Steve Carr

DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

CM Howell asked for the progress on his concerns regarding various intersections in the City.

CM Branquinho expressed his concerns regarding the public works facility.

Mr. Falgout and Ms. Smith will be bringing special meetings to schedule for Council to consider at the next meeting.

DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

No report.

DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

City Clerk discussed the SGR special meeting dates and will present to Council for approval at the next business meeting.

ADJOURNMENT

The meeting was adjourned at 2:08 P.M.

*Respectfully submitted by: Virginia A. Smith, MMC
City Clerk*