



**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 Vincent Lyon  
Council Member Heidi Shipley**

---

**Tuesday, September 25, 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. Council Member Klufas was absent.*

**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 presented at a 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.

*Jack Carall recommended Mr. Falgout for City Manager and did not think there was a need to do a search.*

*Mr. Nieleback re: Florida Park Drive and congratulated Mr. Falgout on his new position.*

*Michael Cocchiola urged Council to wait until the new members takes their seats before searching.*

*Responses to Public Comment:*

*Mayor Holland reported the City has entered into an agreement with the search firm. We will be discussing a search firm and how we will move forward and Florida Park Drive is on the Strategic action plan for improvement.*

## **PRESENTATIONS**

### **1 PRESENTATION SHOP LOCAL EFFORTS**

*Mr. Falgout gave a brief summary of the item. Cindy Lane and Wynn Newingham gave a presentation regarding Shop Local.*

*Topics discussed included; for every \$100 spent \$68 is returned back to the community; in 2017 over 7 million dollars were collected by the local sales tax; a marketing campaign; concept slogan changing; using BAC Fund dedicated to Economic Development; using dollars for advertising; how to inform new residents; connection to the residents; future budget allocations for marketing shop local; spending money with local media outlets; radio campaigns; working with businesses to promote the campaign; how sales tax has been used in the past; 1/2 page ad to shop local after Thanksgiving; the shop local blog; flyers; entrepreneur night and using the funds allocated for this purpose for marketing.*

*Mayor Holland asked that staff come back with material and a marketing plan to show us how the funds will be spent. Mr. Falgout will bring it back at a future meeting under City Manager comments.*

### **2 DISCUSSION CITY MANAGER SEARCH PROCESS**

*Mayor Holland reported that SGR has offered to attend a meeting at the October 9 workshop. They would like to have one on ones with Council after the workshop. Topics included waiting until after the newly elected Council Members have taken their seats; the process needing to start 90 days after the City Manager's termination; the process starting when SGR was awarded the contract. It was the consensus of the Council to have an agenda item on the November 20 meeting of the when the new members will be seated.*

*Mayor Holland to contact SGR to receive a timeline. Vice Mayor Cuff would prefer to have the initial meeting with SGR in a workshop setting.*

*Mayor Holland will be contacting SGR and will bring back to Council SGR's timeline at the next business meeting.*

### **3 DISCUSSION INTERIM CITY MANAGER EXPECTATIONS AND AGREEMENT**

*Mr. Reischmann, addressed Council regarding the current situation of Mr. Falgout, an employee being named interim and the need to address and document a contract with him on his appointment as Interim City Manager. He spoke to them about how other municipalities handle these same situations. Topics discussed included clarification regarding the Sunshine Law; their expectations of the Interim City Manager and protection of his employment upon the hire of a new City Manager.*

*Mr. Falgout thanked all for their confidence and support. He spoke to the differences in the roles. Mr. Falgout conveyed the importance of a contract is primarily for the protection of himself and his family. He asked Council, what type of Interim City Manager they expected; the type that pushes through directives or one that ensures the day to day stays the same. He felt strongly that one provision he would like to have in his contract was to return to his former position. He also asked if Council if they would prefer holding off on hiring an IT Director until the new City Manager arrives or would he like them to continue with the hiring process.*

*It was the consensus of Council to move forward with the hiring of an IT Director and the type of Interim City Manager they would like to see is one to keep Council's initiatives moving forward. Council Member Lyon agreed to be the liaison between Mr. Falgout and Council in drafting a contract.*

*The draft contract will be discussed at the October 2 Business Meeting.*

### **WRITTEN ITEMS**

#### **4 RESOLUTION 2018-XX APPROVING A FEDERALLY-FUNDED SUBAWARD AND GRANT AGREEMENT WITH FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT (FDEM) RELATING TO HURRICANE IRMA EXPENSES**

*Mr. Falgout gave a brief overview of the item and the change the State has mandated. Helena Alves reported on the amounts owed for Irma. Hurricane Mathew reimbursement due. This item will be continued at the Business Meeting.*

#### **5 RESOLUTION 2018-XX APPROVING A CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., FOR THE CONSTRUCTION OF THE R SECTION PEP MAIN IMPROVEMENTS PROJECT**

*Mr. Falgout gave a brief overview of the item. This item will be continued at the Business Meeting.*

**6 RESOLUTION 2018-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ENGINEERING SERVICES REQUIRED TO MODIFY THE CONCENTRATE DISCHARGE PERMIT FOR WATER TREATMENT PLANT #3**

*Mr. Falgout gave a brief overview the item. Alex Boyer, Mary Kronenberg, Lucida Xu, CPH, explained the project. Topics discussed included; reclaim water; DEP requirements for opening a main to the Intracoastal; white water discharge and in the future, the main will have a dual purpose of being used as a concentrate outflow. This item will be continued at the Business Meeting.*

**7 RESOLUTION 2018-XX APPROVING THE FISCAL SUSTAINABILITY PLAN FOR WASTEWATER TREATMENT PLANT 2**

*Mr. Falgout gave a brief overview of the item. This item will be continued at the Business Meeting.*

**8 RESOLUTION 2018-XX APPROVING A MASTER PRICE AGREEMENT WITH FORT BEND SERVICES FOR NSF 60 ANIONIC POLYMER**

*Mr. Falgout gave a brief overview of the item. This item will be continued at the Business Meeting.*

**9 RESOLUTION 2018-XX APPROVING A MASTER PRICE AGREEMENT WITH CARMEUSE LIME AND STONE FOR NSF 60 HIGH CALCIUM BULK QUICKLIME**

*Mr. Falgout gave a brief overview of the item. This item will be continued at the Business Meeting.*

**10 RESOLUTION 2018-XX APPROVING A MASTER PRICE AGREEMENT WITH UNIVAR USA INCORPORATED FOR 25% NSF 60 SODIUM HYDROXIDE**

*Mr. Falgout gave a brief overview of the item. This item will be continued at the Business Meeting.*

**PUBLIC PARTICIPATION**

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

*Larissa Bolotnikov did not think it was necessary to spend money on marketing for "Buy Local." She did hope that the City would entice health food stores to the area.*

*Jon Netts congratulated Mr. Falgout and has great faith in his ability.*

*Council Member Lyon responded to Ms. Bolotnikov's comment and spoke of markets in the area that sell health foods.*

**DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA**

*There were no reports received.*

**DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**

*There were no reports received.*

**DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**

*Mr. Falgout thanked Council for the discussion regarding the Interim City Manager position.*

*He reported that staff met with FDOT regarding the Old Kings Road project and that Council will be seeing purchase agreements for ROW acquisitions.*

*He announced Chief Beadle's retirement ceremony will be held on Thursday, September 27, 2018, cake and refreshments at 1:00 p.m. The formal transition ceremony will begin at 2:00 p.m. and Bill Butler, the City's landscape architect, will be retiring and a gathering is scheduled for Friday evening.*

**ADJOURNMENT**

*Mr. Cuffed adjourned 11:10 a.m.*

*Respectfully,*

*Kathleen E. Settle, CMC  
Deputy City Clerk*