



# City of Palm Coast Minutes COUNCIL WORKSHOP

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164  
[www.palmcoastgov.com](http://www.palmcoastgov.com)

**Mayor David Alfin**  
**Vice Mayor Eddie Branquinho**  
**Council Member Victor Barbosa**  
**Council Member Ed Danko**  
**Council Member Nick Klufas**

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**Tuesday, September 14, 2021**

**9:00 AM**

**COMMUNITY WING**

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## City Staff

**Denise Bevan, 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.
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- > 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.

## **A CALL TO ORDER**

*Mayor Alfin called the meeting to order at 9 a.m.*

## **B PLEDGE OF ALLEGIANCE TO THE FLAG**

## **C ROLL CALL**

*Records Coordinator Kaley Cook called the roll. All members were present.*

## **D PUBLIC PARTICIPATION**

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. And pursuant to the City Council's Meeting Policies and Procedures:

- (1) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (2) The Public may provide comments to the City Council relative to matters not on the agenda at the times indicated in this Agenda. Following any comments from the public, there may be discussion by the City Council.
- (3) When addressing the City Council on specific, enumerated Agenda items, speakers shall:
  - (a) direct all comments to the Mayor;
  - (b) make their comments concise and to the point;
  - (c) not speak more than once on the same subject;

- (d) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;
- (e) obey the orders of the Mayor or the City Council; and
- (f) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.
- (4) Any person who becomes disorderly or who fails to confine his or her comments to the identified subject or business, shall be cautioned by the Mayor and thereafter must conclude his or her remarks on the subject within the remaining designated time limit.

Any speaker failing to comply, as cautioned, shall be barred from making any additional comments during the meeting and may be removed, as necessary, for the remainder of the meeting.

*Robert MacDonald complimented the Palm Coast Fire Department for a 9/11 memorial they made possible at a local Publix.*

*Paul Vargo spoke of graffiti on Palm Harbor Bridge that continues to spread and asked for it to be addressed.*

*Jeffrey Seib opposed change to City Ordinances regarding Commercial Vehicles. Mr. Seib also shared concern for survey results and provided suggestions for gathering the information from residents.*

*Tim Alcorn spoke of the process of having a pool constructed at his home. Mr. Alcorn spoke of issues trying to obtain a variance and concerns with information received thus far. Mr. Alcorn spoke with his Council Member who suggested he bring this to City Council.*

*Mayor Alfin asked City Manager Bevan to address the public comments.*

*Vice Mayor Branquinho thanked Mr. MacDonald for his comments regarding the Fire Department and responded to spray paint comments by Mr. Vargo.*

*Council Member Danko provided additional details regarding Mr. Alcorn's comments regarding the variance and process thus far. Council Member Danko asked Ms. Bevan to meet with the resident.*

## **E PRESENTATIONS**

### **1 PRESENTATION - COMMERCIAL VEHICLE ORDINANCE SURVEY**

*Jason DeLorenzo, Director of Community Development, presented to Council on Commercial Vehicles.*

*Mr. DeLorenzo provided background of the current Ordinance, commercial vehicles by definition, utility trailers by definition, and other commercial type vehicles,*

*Council Member Danko asked for additional background details to be provided to Mayor Alfin.*

*Mr. DeLorenzo provided a background of this item and Council discussion held prior.*

*Council Member Danko shared support for the proposed Ordinance and spoke of supporting businesses through this proposed change.*

*Council Member Barbosa clarified that his suggestion is only to allow signage, not to change vehicle type, vehicle weight, etc.*

*Council Member Klufas would like to ensure that the majority of residents are in support of this, potentially to be included on a future ballot.*

*Vice Mayor Branquinho clarified that the Ordinance refers to overnight parking, not after hours work. Vice Mayor Branquinho shared concern for adverse impacts on Palm Coast residents and thinks the item should go to a referendum.*

*Council Member Barbosa added information received from residents in favor of the proposed change.*

*Mayor Alfin reiterated comments from City Council regarding concern for survey results and would like to see majority resident support to move forward with the Ordinance.*

*Council Member Danko opposed putting the item on a ballot and asked Council to support businesses and working residents through the proposed changes.*

*Mayor Alfin asked Mayor Alfin how the National Community Survey is developed to see if it is a possibility to add this item to the survey.*

*City Manager Bevan provided information about the National Community Survey and provided information about the potential to add custom questions to the survey.*

*Mayor Alfin asked for a timeline to receive the survey results.*

*Mr. DeLorenzo stated around October/November*

*Mayor Alfin asked if Council would like to move forward with adding this custom question to the survey.*

*Council Member Danko asked how the survey is provided to residents and how the results would be received.*

*Brittany Kershaw provided information regarding how the survey is presented to residents.*

*Mayor Alfin asked Council if they concur to add this to the National Community Survey.*

*Council Member Barbosa and Council Member Danko opposed.*

*Vice Mayor Branquinho would like to be business friendly and would like this to be a referendum.*

*Staff was directed to come to a future meeting with details on how to move forward with a referendum.*

*City Attorney Bill Reischmann shared concerns for the referendum.*

*Mayor Alfin directed staff that Council will vote at the next business meeting to determine moving forward on a change to the Ordinance.*

## **2 PRESENTATION - NATIONAL COMMUNITY SURVEY DISCUSSION**

*Brittany Kershaw, Director of Public Information and Engagement, presented to Council on the topic.*

*Ms. Kershaw provided background of the survey, purpose of the survey, how the survey will be sent to residents, random selection, and custom questions.*

*Council Member Klufas provided details that in previous years the survey provider used demographics in the random selection to accurately represent residents.*

*City Manager Bevan provided additional details to Council to explain that while the residents are randomly selected, there are demographics applied to the selection to allow for an accurate representation of residents.*

*Mayor Alfin asked for a timeline of the survey.*

*Brittany Kershaw explained the timeline to receive the results.*

*Council Member Danko asked for the cost of the survey.*

*Interim City Manager provided the cost.*

*Mayor Alfin asked for Council to receive the 2019 questions and results.*

*Council Member Klufas would like for the additional questions to be viable for upcoming years.*

## **3 PRESENTATION - CITY MANAGER SEARCH DISCUSSION**

*Renina Fuller, Human Resources Director, presented to Council on the item.*

*Ms. Fuller provided a brief history of the item, process phases and timeline, costs,*

*Council held lengthy discussion on educational and experience minimum requirements, along with salary range, preliminary interview process, advertising and marketing, selection process, City Council evaluation and discussion, and one on one candidate interviews,*

*City Attorney Bill Reischmann reminded Council about Sunshine Laws in regards to the applications and application process.*

## **4 RESOLUTION 2021-XX APPROVING AN INTERLOCAL AGREEMENT WITH FLAGLER COUNTY REGARDING MARINELAND ACRES DRAINAGE AND ROADWAY IMPROVEMENTS PROJECT**

*Steve Flanagan, Utility Director, presented to Council on the topic.*

*Council discussion included clarification on the location and cost of the project,*

*City Attorney Reischmann clarified the Resolution and its background.*

*Council held lengthy discussion on costs, project timeline, implications and benefits.*

*Council directed staff to bring back additional details for Council consideration. This item will be moved to the next workshop meeting.*

*Council took a break at 12:27 pm.*

*Council resumed at 12:46 pm.*

**5 RESOLUTION 2021-XX ADOPTING GUIDELINES FOR NAMING OF PUBLIC FACILITIES**

*Jason DeLorenzo, Chief Development Officer, presented to Council on the item.*

*Topics discussed included policy objectives, policy exclusions, criteria, and process.*

*Vice Mayor Branquinho made suggestions to staff regarding renaming of City Facilities and additional wording.*

*Mr. DeLorenzo asked for direction on how and when Council would like to review any nominations.*

*Council concurred to hear these items on an as needed basis.*

**6 RESOLUTION 2021-XX APPROVING THE CULTURAL ARTS GRANTS FOR THE FISCAL YEAR 2021-2022**

*James Hirst, Outdoor Recreation Manager, presented to Council on the item.*

*Topics discussed included an overview, public outreach efforts, review and evaluation, review criteria, and recommendations.*

**7 ORDINANCE 2021-XX AMENDING THE UNIFIED LAND DEVELOPMENT CODE CHAPTER 10.02 FLOODPLAIN MANAGEMENT**

*Jordan Myers, Environmental Planner, presented to Council on the item.*

*Topics discussed included a background of the item, outreach, proposed changes, and next steps.*

*City Council thanked staff for their efforts thus far and Mayor Alfin recommended this be shared on social media.*

**8 ORDINANCE 2021-XX REPEALING AND REPLACING CHAPTER 2, ARTICLE 1, DIVISION 3 OF THE CITY OF PALM COAST CODE OF ORDINANCES**

*Members of the Financial Services Division presented to staff on the item.*

*Topics discussed included an overview of the item, current policies, and proposed changes. Additionally, Council discussed improved staff efficiencies and labor cost savings following the changes.*

**9 ORDINANCE 2021-XX AMENDING SECTION 2-1 (b) CITY OF PALM COAST-CORPORATE SEAL; LOGO; USE OF, CODE OF ORDINANCES OF THE CITY OF PALM COAST**

*Brittany Kershaw, Director of Public Information & Engagement, presented to Council on the item.*

*Topics discussed included logo history, proposed changes to the Palm Coast City Ordinance, and additional legal concerns.*

*Council would like to add logo design discussion to a future agenda item.*

**F WRITTEN ITEMS**

*There were no Council questions or comments on the two written items.*

**10 RESOLUTION 2021-XX APPROVING PIGGYBACKING THE CITY OF ST. AUGUSTINE WITH ENGINEERED SPRAY SOLUTIONS, INC., FOR GRAVITY SEWER MANHOLE SEALING AND COATING ON AN AS NEEDED BASIS**

**11 RESOLUTION 2021-XX APPROVING A MASTER SERVICES AGREEMENT WITH HARN R/O SYSTEMS, INC. FOR NANOFILTRATION MEMBRANE REPLACEMENT PROJECT**

**G PUBLIC PARTICIPATION**

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

*There were none.*

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

*Council Member Barbosa shared comments from residents regarding golf cart usage on City streets.*

*Vice Mayor Branquinho thanked staff for their efforts during the meeting and commended fire staff on a 9/11 presentation.*

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

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

*City Manager Bevan shared about an upcoming Arbor Day event on September 16th.*

*Mayor Alfin shared about the Advent Health ground breaking that occurred today.*

*Virginia Smith, City Clerk, shared with Council that a member of the Redistricting Commission, appointed by Council at a recent meeting, is unable to partake in the Commission and Council will need to bring members at the next business meeting to fill the vacancy.*

*Additionally, Ms. Smith spoke of board appointment vacancies and requested Council direction to advertise the vacancies again to receive additional applicants. Council concurred.*

**K ADJOURNMENT**

*The meeting was adjourned at 1:47 pm.*

*Respectfully submitted by:  
Kaley Cook, Records Coordinator*