



City of Palm Coast Agenda COUNCIL WORKSHOP

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

Mayor David Alfin
Vice Mayor Ed Danko
Council Member Theresa Carli Pontieri
Council Member Cathy Heigher
Council Member Nick Klufas

Tuesday, March 14, 2023

9:00 AM

COMMUNITY WING

City Staff

Denise Bevan, City Manager

Neysa Borkert, 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 and Section 286.26, Florida Statutes, persons needing a reasonable accommodation to participate in any of these proceedings or meeting 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>.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while Council is in session.
- Any person who decides to appeal any decision of the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

A CALL TO ORDER

B PLEDGE OF ALLEGIANCE TO THE FLAG AND A MOMENT OF SILENCE

C ROLL CALL

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.

Members of the public may make comments during the public comment portion of the meeting. Please be advised that public comment will only be permitted during the public comment portions of the agenda at the times indicated by the Chair during the meeting.

E APPOINTMENTS

1 APPOINTMENT TO THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD (PLDRB)

F PRESENTATIONS

2 PRESENTATION - PARKS & RECREATION FEE STRUCTURE BACKGROUND AND FUTURE ANALYSIS DISCUSSION

G RESOLUTIONS

3 RESOLUTION 2023-XX APPROVING THE CITY COUNCIL MEETING INVOCATION POLICY

H PUBLIC PARTICIPATION

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

I DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

J DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

K DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

L ADJOURNMENT

4 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date : March 14, 2023

Department	CITY ADMINISTRATION	Amount									
Division	CITY CLERK	Account #									
Subject	APPOINTMENT TO THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD (PLDRB)										
Presenter : Virginia A. Smith, City Clerk											
<p>Background : In October 2022, City Council appointed Mr. Christopher Gabriel to the Planning and Land Development Regulation Board (PLDRB). Mr. Gabriel's application was the only one received from District 3. Mr. Gabriel has since resigned his seat and now City Council needs to appoint a replacement Board Member from District 3 to the PLDRB.</p> <p>Pursuant to State law, the PLDRB is designated as the local planning agency. Responsibilities of the PLDRB include making recommendations to the City Council regarding the Comprehensive Plan, Land Development Code, and development applications. Further, the PLDRB acts as final authority (subject to appeal to the City Council) on special exceptions.</p> <p>Section 2-2(a)(1) of the City's Code of Ordinances says, "All appointees shall be limited to two consecutive terms of office on the same body unless the City Council by a four-fifths vote determines that it is in the best interests of the City to appoint a person to a term of office exceeding that limitation."</p> <p>Section 2-2(a)(5) of the City's Code of Ordinances provides, "In appropriate circumstances the City Council shall make every reasonable effort to ensure that City Council Districts are as equally represented as practicable; provided, however, that the City's local planning agency (Planning and Land Development Regulation Board) shall have at least one appointed from each City Council District."</p> <p>Staff advertised in various ways on multiple occasions, including advertising in the media, on social media sites, as well as the City's website.</p> <p>Although, there were four (4) applications received for this vacancy, two are not qualified as they do not reside in District 3. The following are the two applicants for Council's consideration:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 30%;">APPLICANTS</th> <th style="width: 15%;">DISTRICT</th> <th style="width: 55%;">OCCUPATION</th> </tr> </thead> <tbody> <tr> <td>David Ferguson</td> <td style="text-align: center;">3</td> <td>Corporate Executive, Former City Council Member</td> </tr> <tr> <td>Dana Stancel</td> <td style="text-align: center;">3</td> <td>Retired US Postal Carrier, Retired US Soldier</td> </tr> </tbody> </table> <p>District information has been verified by the City Clerk's office. Staff has also performed the necessary background screenings of all applicants. The results are available in Human Resources.</p>			APPLICANTS	DISTRICT	OCCUPATION	David Ferguson	3	Corporate Executive, Former City Council Member	Dana Stancel	3	Retired US Postal Carrier, Retired US Soldier
APPLICANTS	DISTRICT	OCCUPATION									
David Ferguson	3	Corporate Executive, Former City Council Member									
Dana Stancel	3	Retired US Postal Carrier, Retired US Soldier									

Recommended Action :
**APPOINT ONE APPLICANT TO THE PLANNING AND LAND DEVELOPMENT
REGULATION BOARD (PLDRB)**

City of Palm Coast, Florida Agenda Item

Agenda Date : March 14, 2023

Department Division	PARKS & RECREATION	Amount Account #	
Subject	PRESENTATION - PARKS & RECREATION FEE STRUCTURE BACKGROUND AND FUTURE ANALYSIS DISCUSSION		
Presenter :	James Hirst, Director of Parks & Recreation and Brittany McDermott, Deputy Director of Parks & Recreation		
Background :	<p>The City of Palm Coast Parks & Recreation Department is seeking to evaluate our current fee structure. The fees in question are the Palm Coast Aquatics Center Pool Admission and Pass Holder Rates, due to being opening year-round, and the upcoming Southern Recreation Center Admission and Pass Holder Rates. This analysis is in line with City Council's priority of maintaining financial strength within the City and promoting fiscal responsibility to ensure future stability. Reviewing our fees on a regular basis also allows us to balance cost recovery and maintain the level of quality in our programs and facilities that our residents expect and deserve.</p> <p>Analyzing the Parks & Recreation Fee Structure involves several steps:</p> <ul style="list-style-type: none"> • The first step is to review the current fee structure and determine what changes may need to be made. • The second step is reaching out to our local user groups and receiving their feedback on current fees as well as future fee adjustments. • The third step is finding comparable organizations to which we can compare our fees. <p>Staff is looking for feedback and direction on the proposed rates for the Palm Coast Aquatics Center and the Southern Recreation Center.</p>		
Recommended Action :	FOR PRESENTATION AND DISCUSSION		

City of Palm Coast, Florida Agenda Item

Agenda Date : March 14, 2023

Department	CITY ADMINISTRATION	Amount
Division	CITY CLERK	Account
		#
Subject	RESOLUTION 2023-XX APPROVING THE CITY COUNCIL MEETING INVOCATION POLICY	
Presenter :	Neysa Borkert, City Attorney	
Background :	<p>On January 31, 2023, City Council held a Special Workshop to review Council's Policies and Procedures. City Council requested the City Attorney provide a draft of an Invocation Policy for Council Meetings.</p> <p>This item is for Council consideration of the draft Invocation Policy, as provided by the City Attorney.</p>	
Recommended Action :	FOR COUNCIL CONSIDERATION	