



**City of Palm Coast**  
**Agenda**  
**CITY COUNCIL BUDGET**  
**HEARING**

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

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

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**Thursday, September 7, 2023**

**5:15 PM**

**CITY HALL**

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**City Staff**

**Denise Bevan, City Manager**

**Neysa Borkert, City Attorney**

**Kaley Cook, 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. PRESENTATIONS**

### **1 PRESENTATION - FINAL PROPOSED FISCAL YEAR 2023-2024 BUDGET**

**RECESS CITY COUNCIL AND CONVENE THE SR 100 CORRIDOR CRA BOARD**

## **F. SR 100 CORRIDOR CRA RESOLUTIONS**

### **1 STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY (SR 100 CRA) RESOLUTION 2023-XX ADOPTING THE SR 100 CORRIDOR CRA TENTATIVE BUDGET FOR FISCAL YEAR 2023-2024 AND AMENDING THE STATE ROAD 100 CORRIDOR CRA BUDGET FOR FISCAL YEAR 2022-2023**

**ADJOURN THE SR 100 CORRIDOR CRA BOARD AND RECONVENE CITY COUNCIL**

## **G. CITY RESOLUTIONS**

### **2 RESOLUTION 2023-XX APPROVING SETTING THE TENTATIVE MILLAGE RATE (TRIM) FOR THE FISCAL YEAR 2023-2024**

### **3 RESOLUTION 2023-XX ESTABLISHING THE TENTATIVE BUDGET FOR THE FISCAL YEAR**

**2023-2024 AND AMENDING THE FISCAL YEAR 2022-2023 BUDGET**

**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**

**AGENDA WORKSHEET AND CALENDAR**

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** September 7, 2023

<b>Department</b>	FINANCIAL SERVICES	<b>Amount</b>	
<b>Division</b>		<b>Account#</b>	
<b>Subject</b>	PRESENTATION - FINAL PROPOSED FISCAL YEAR 2023-2024 BUDGET		
<b>Presenter: Helena Alves, Director of Financial Services</b>			
<b>Attachments:</b>			
1. Presentation			
<b>Background:</b>			
<p>On May 2, 2023, City Council approved and adopted the Strategic Action Plan (SAP) for Fiscal Year 2023-2024.</p> <p>At the May 23, 2023, Workshop, staff presented to City Council on fund accounting and revenue source restrictions to prepare for the upcoming Fiscal Year 2024 budget.</p> <p>On June 13, 2023, City Council was presented with an overview of the process for adopting the Property Tax and TRIM rate in preparation to adopt the Fiscal Year 2024 TRIM rate in September.</p> <p>On July 11, 2023, City Council was presented the Fiscal Year 2024 General Fund Budget, and an overview of the TRIM rate options. As discussed, staff is proposing a maximum millage rate of 4.6100 mills, which is an 8.29% increase from the rolled-back rate of 4.2570 mills, and the first budget hearing to be held at 5:15 p.m. on Thursday, September 7, 2023, at the Palm Coast City Hall Community Wing, located at 160 Lake Ave, Palm Coast.</p> <p>Local governments must conform to the maximum millage limitation requirements as outlined in Section 200.065(5), F.S. within 35 days of the certification of value, the City of Palm Coast must inform the property appraiser of the current year's proposed millage rate and the first budget hearing date and location which will be advertised on the Notice of Proposed Property Taxes (TRIM notice) that the property appraiser mails.</p> <p>On July 18, 2023, Council adopted Resolution 2023-64 setting the Proposed Maximum Millage Rate for Fiscal Year 2024 at 4.2570 and setting the date, time, and location for the Tentative Budget Hearing for September 7, 2023, at 5:15 PM at the Palm Coast City Hall Community Wing, 160 Lake Ave, Palm Coast, Florida.</p> <p>On July 25, 2023, City Council was presented the Proprietary Funds Budget for Fiscal Year 2023.</p> <p>On August 8, 2023, staff came back to City Council with the General Fund Budget at the maximum approved millage rate of 4.2570. City Council was also presented the Capital,</p>			

Internal Services, Special Revenue Funds, & Proposed Budget for All Remaining Funds for Fiscal Year 2023.

On August 29<sup>th</sup>, 2023 staff presented to City Council the Final Proposed Fiscal Year 2023-2024 Budget for all appropriated funds.

City Council will now be presented with the Final Tentative Proposed Fiscal Year 2023-2024 Budget for all appropriated funds.

**Recommended Action:  
FOR PRESENTATION ONLY**

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** September 7, 2023

<b>Department</b>	FINANCIAL SERVICES	<b>Amount</b>	
<b>Division</b>		<b>Account#</b>	
<b>Subject</b>	STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY (SR 100 CRA) RESOLUTION 2023-XX ADOPTING THE SR 100 CORRIDOR CRA TENTATIVE BUDGET FOR FISCAL YEAR 2023-2024 AND AMENDING THE STATE ROAD 100 CORRIDOR CRA BUDGET FOR FISCAL YEAR 2022-2023		
<b>Presenter: Helena Alves, Director of Financial Services</b>			
<b>Attachments:</b>			
<ul style="list-style-type: none"> <li>1. Resolution</li> <li>2. Exhibit A</li> </ul>			
<b>Background:</b>			
<p>The attached Resolution proposes the adoption of the tentative budget for Fiscal Year 2023-2024 for the SR 100 Corridor Community Redevelopment Agency (SR 100 Corridor CRA) at a total amount of \$2,912,077.</p> <p>The Resolution also amends the Fiscal Year 2022-2023 budget as discussed during a series of budget workshops which included the SR 100 Corridor CRA. The total revised SR 100 Corridor CRA budget for Fiscal Year 2022-2023 will be \$3,822,124 compared to the approved budget of \$2,644,452. The effect of this current amendment will result in a total increase of \$1,177,672 from the budget adopted for Fiscal Year 2022-2023.</p>			
<b>Recommended Action:</b>			
<p><b>ADOPT STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY RESOLUTION 2023-XX ADOPTING THE SR 100 CORRIDOR CRA TENTATIVE BUDGET FOR THE FISCAL YEAR 2023-2024 AND AMENDING THE STATE ROAD 100 CORRIDOR CRA BUDGET FOR THE FISCAL YEAR 2022-2023</b></p>			

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** September 7, 2023

<b>Department Division</b>	FINANCIAL SERVICES	<b>Amount Account</b>	
<b>Subject</b>	RESOLUTION 2023-XX SETTING THE TENTATIVE MILLAGE RATE (TRIM) FOR THE FISCAL YEAR 2023-2024		
<b>Presenter: Helena Alves, Director of Financial Services</b>			
<b>Attachments:</b> 1. Resolution			
<b>Background:</b> Within 80 days of certification of value, but not earlier than 65 days after certification, State law requires local government taxing authorities to hold a public hearing on the tentative millage rate and budget. This hearing was publicized via the TRIM Notice mailed out by the Property Appraiser.  At this hearing, the taxing authority will: <ol style="list-style-type: none"> <li>1. Discuss the percentage increase in millage over the rolled-back rate, if any, and the specific purposes for which the ad valorem tax revenues are being increased.</li> <li>2. Allow the general public to speak and ask questions.</li> <li>3. Adopt a tentative millage and budget.</li> <li>4. Within 15 days following the tentative budget hearing, the taxing authority shall advertise its intent to adopt a final millage and budget.</li> </ol> <p>The following outlines the required format and exact wording, according to Section 200.065(2)(e)1., Florida Statutes, for the adoption of the tentative millage rate and the tentative budget for the City:</p> <p><b>Adopt Proposed Millage Rate:</b></p> <p><b>STEP ONE: <u>ACTION: INTRODUCE THE TAX ISSUE:</u></b></p> <p><b>MAYOR ANNOUNCES:</b> "The City of Palm Coast proposes to levy a millage rate of 4.2570 mills. This is an increase of 0% from the rolled-back rate of 4.2570 mills."</p> <p><b>STEP TWO: <u>ACTION: HEAR PUBLIC COMMENT ON THE PROPOSED MILLAGE RATE:</u></b></p> <p>Hear public comments regarding the proposed millage rate. The general public must be allowed to speak and ask questions prior to the adoption of any measure by the governing body.</p> <p><b>STEP THREE: <u>ACTION: ADOPT THE TENTATIVE MILLAGE RATE RESOLUTION:</u></b></p>			

**MAYOR ANNOUNCES:**

“The City of Palm Coast proposes to adopt a millage rate of 4.2570 mills.”

**Recommended Action:**

**ADOPT RESOLUTION 2023-XX SETTING THE TENTATIVE MILLAGE RATE (TRIM) FOR FISCAL YEAR 2023-2024**



# City of Palm Coast, Florida Agenda Item

**Agenda Date:** September 7, 2023

<b>Department</b>	FINANCIAL SERVICES	<b>Amount</b>	
<b>Division</b>		<b>Account</b>	
		<b>#</b>	
<b>Subject</b>	RESOLUTION 2023-XX ESTABLISHES THE TENTATIVE BUDGET FOR THE FISCAL YEAR 2023-2024 AND AMENDS THE FISCAL YEAR 2022-2023 BUDGET		
<b>Presenter: Helena Alves, Director of Financial Services</b>			
<b>Attachments:</b>			
<ol style="list-style-type: none"> <li>1. Resolution</li> <li>2. Exhibit A - Budget Summary</li> </ol>			
<b>Background:</b>			
<p>The attached resolution proposes the adoption of the tentative budget at a total amount of \$357,748,234. The attached exhibits provide the breakdown by fund in the Fiscal Year 2023-2024 column.</p> <p>This resolution also amends the Fiscal Year 2022-2023 budget as discussed during the budget workshops. The total revised budget for Fiscal year 2022-2023 will be \$263,207,180 compared to the original budget of \$328,187,636. The effect on the 2022-2023 budget is a decrease of \$64,980,456 for the fiscal year. The breakdown by fund is shown in the Fiscal Year 2022-2023 Revised Budget column of the attached exhibits.</p> <p>Within 80 days of certification of value, but not earlier than 65 days after certification, State law requires local government taxing authorities to hold a public hearing on the tentative millage rate and budget. This hearing was publicized via the TRIM Notice mailed out by the Property Appraiser.</p> <p>At this hearing, the taxing authority will:</p> <ol style="list-style-type: none"> <li>1. Discuss the percentage increase in millage from the rolled-back rate, if any, and the specific purposes for which the ad valorem tax revenues are being increased.</li> <li>2. Allow the general public to speak and ask questions.</li> <li>3. Adopt a tentative millage and budget.</li> <li>4. Within 15 days following the tentative budget hearing, the taxing authority shall advertise its intent to adopt a final millage and budget.</li> </ol> <p>The following outlines the required format and exact wording, according to Section 200.065(2)(e)1., Florida Statutes, for the adoption of the tentative millage rate and the tentative budget for the City:</p>			

**THE FOLLOWING STEPS MUST BE COMPLETED ONLY AFTER ADOPTING THE TENTATIVE MILLAGE:**

Adopt the Tentative Budget:

**STEP ONE:**

**ACTION: INTRODUCE THE TENTATIVE BUDGET:**

**MAYOR ANNOUNCES:**

*“The City of Palm Coast proposes to adopt a budget with total appropriated expenditures and reserves of \$357,748,234.”*

**STEP TWO:**

**ACTION: HEAR PUBLIC COMMENT ON THE TENTATIVE BUDGET:**

Hear public comments regarding the tentative budget. The general public must be allowed to speak and to ask questions prior to the adoption of any measure by the governing body.

**STEP THREE:**

**ACTION: ADOPT THE TENTATIVE BUDGET RESOLUTION:**

**MAYOR ANNOUNCES:**

*“The City of Palm Coast proposes to adopt a tentative budget of \$357,748,234.”*

**STEP FOUR:**

**ACTION: (After Resolution if Adopted) ANNOUNCE PUBLIC HEARING:**

**MAYOR ANNOUNCES:**

*“The Public Hearing to adopt the final millage rate and budget is scheduled for September 20, 2023, at 5:15 p.m., at the Palm Coast City Hall, Community Wing .”*

**Recommended Action:**

**ADOPT RESOLUTION 2023-XX ESTABLISHING THE TENTATIVE BUDGET FOR FISCAL YEAR 2023-2022 AND AMENDING THE FISCAL YEAR 2022-2023 BUDGET**