



# City of Palm Coast Minutes City Council Special Budget Workshop

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

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

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**Tuesday, March 26, 2024**

**9:00 AM**

**City Hall - Community Wing**

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**City Staff**

**Lauren Johnston, City Manager**

**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 meeting 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**

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

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

**C ROLL CALL**

*City Clerk Kaley Cook called the roll. Council Member Pontieri was absent.*

*Ms. Cook introduced Ms. Schaefer, who will be assisting as the clerk for the April Budget Workshop.*

**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.

*Mayor Alfin provided the rules and procedures of public comment.*

*Jeffery Seib discussed Ms. Bevan's termination without cause, history of City Managers in Palm Coast, treading carefully during the interim period, encouraged a slower pace during the interim period, selection of a City Manager and waiting until after the next election, recommend delaying votes for implementing any new plan until after Council takes their seats, and the annual audit report.*

*Steve Carr clarified comments from recent meetings and Florida Park Drive and was sad to see Ms. Bevan go.*

*Ed Fuller wished Acting City Manager Lauren Johnston the best, discussed a recent article which named Palm Coast the second-best place to move to, thanked City employees, and discussed the metrics that make the ranking possible.*

*Mayor Alfin sought consensus to see a summary report on traffic count, traffic violations, and accident reports for Florida Park Drive for the last 24 months when it is available.*

## **E PRESENTATIONS**

*Ms. Johnston provided an introduction to fiscal planning and the 2025 Budget Launch.*

### **1 PRESENTATION - 10-YEAR ANNUAL CAPITAL IMPROVEMENT PLAN UPDATE**

*Carl Cote, Director of Stormwater & Engineering, presented the topic to Council.*

*Mayor Alfin discussed the Capital Improvement Plan as a dynamic plan, the ongoing process, and asked Ms. Johnston to discuss the Comprehensive Plan 2050 as part of the process.*

*Ms. Johnston shared that this aligns with the Comprehensive Plan vision.*

*Topics presented included: core beliefs and pillars of priorities, Capital Project Funds, Recreation Impact Fee, Transportation Impact Fee, Old Kings Road Special Assessment Fund, Fire Impact Fee, Streets Improvement Fund, CRA Fund, Stormwater Management Fund, and Utility Management Fund.*

*City Council held discussion on the following topics: small County surtax and threshold, getting a feel for how the Capital Improvement Fund works and the chance for Council Members to refine their Strategic Action priorities, process to adjust a Strategic Action Plan priorities, equitable use formula for impact fees, older demographics quality of life, trail system, safety features for additional roadways, CIP dashboard, Matanzas Woods and Palm Coast Parkway Connector Loop and approval timeline, Old Kings Road Special Assessment Fund, increased number of cars driving in Palm Coast and relation to the gas tax, and boundaries of the CRA.*

*Mr. Cote provided a response to Council questions and comments.*

*Mr. DeLorenzo provided a response regarding the legislative appropriations process.*

*Council Member Klufas discussed strategizing infrastructure, his experience over the years, and thanked staff.*

### **2 PRESENTATION - FIRE DEPARTMENT OVERVIEW**

*Kyle Berryhill, Fire Chief, presented the topic to Council.*

*Topics presented included: pillars of priorities, 10-year plan, mission and values, Palm Coast Fire Department Staff, expanding threat matrix, staffing analysis, apparatus and equipment, fire stations, Palm Coast Fire Department Performance, and Palm Coast Fire Department 2024 Outlook.*

*City Council held discussion on the following topics: ISO miles and providing clarity to the public, insurance, recruitment, recruitment issues, recruitment costs, succession planning, and support from City Council.*

*Mr. Berryhill provided a response to Council comments and questions.*

### **3 PRESENTATION - COMMUNITY DEVELOPMENT DEPARTMENT UPDATE**

*Jason DeLorenzo, Chief of Staff, presented the item.*

*Ray Tyner, Deputy Chief Development Officer, Patrick Buckley, Chief Building Official, Alphanette Waters, Deputy Chief Building Official, Barbara Grossman, Code Enforcement Manager, and Barbie Bembry, Development Process Administrator, were available.*

*Topics presented included: vision and mission, strategies for success, core values, organization chart, Planning Division, Development Orders issued, active development applications, key performance indicators, customer satisfaction survey, site development permits, site inspections, Advent Health Cancer Center, Comprehensive Plan 2050 Update, Community Development Block Grant, River to Sea TPO activities, Building Division, accomplishments, building permits, single family permits, inspections, future state, Code Enforcement Division, Code Enforcement stats, Animal Control, enhancements to online animal licensing portal, surrendered and rehomed animals, urban forestry, business tax, and succession planning.*

*City Council held discussion on the following topics: importance of statistics and request for staff to republish the numbers, helping new residents understand the Code of Ordinances, importance of communication and education, and support for Town Halls.*

*Mr. DeLorenzo provided a response to Council comments and questions.*

### **F PUBLIC PARTICIPATION**

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

*There were none.*

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

*Mayor Alfin shared about his meetings with other cities and the Florida League of Cities, and that he will offer a full report on the information that is received.*

*Council Member Heighter extended an invitation to a Creative Day of Wellness.*

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

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

*There were none.*

**J        ADJOURNMENT**

*The meeting was adjourned at 11:24 p.m.*

*Respectfully submitted by: Kaley Cook, CMC, FCRM  
City Clerk*