



City of Palm Coast Agenda City Council Workshop Meeting

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

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

Tuesday, May 14, 2024

9:00 AM

City Hall - Community Wing

City Staff

Lauren Johnston, Acting City Manager

Marcus Duffy, 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 - UPDATE ON COMPREHENSIVE PLAN 2050

2 PRESENTATION - CITIZEN INTERACTION ROADMAP

3 PRESENTATION - ROADWAY CONSTRUCTION PROJECTS

4 PRESENTATION - PERMANENT CITY MANAGER SEARCH

F PUBLIC PARTICIPATION

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

G DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

H DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

I DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

J ADJOURNMENT

5 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 14, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: PRESENTATION - UPDATE ON COMPREHENSIVE PLAN 2050		
Presenter: Kathie Ebaugh, Consultant, JBPro		
Attachments: 1. Presentation		
Background: As previously reported Phase 1 involved an outreach program to the community through engagement of civic groups, attendance at various community events, as well as the use of an interactive website to receive community feedback. The feedback received through the various efforts in Phase 1 serves as the foundation for the consultant team's task to develop a Vision Statement, as well as the Guiding Principles that will then be the basis for new or updated goals, objectives, and policies in the Comprehensive Plan. As part of Phase 2, the Comprehensive Plan Team will seek consensus from City Council on the Vision Statement and the Guiding Principles. The following proposed City Vision Statement was created through our engagement and feedback from our community including hundreds of participants on the City's Social PinPoint engagement tool: • In 2050, Palm Coast is a city that embodies community pride, economic vitality, and environmental friendliness. We protect our ecosystems and cultural resources while developing recreational spaces that encourage active lifestyles and appreciation for nature. • We foster a strong sense of community pride and a positive image, celebrating our diversity and promoting inclusivity throughout our city. By generating diverse economic opportunities and promoting lifelong learning, we ensure growth and prosperity for all residents while prioritizing their health, safety, and overall wellness. • Our commitment extends to providing varied housing options to meet the evolving needs of individuals and families across different life stages. We are a city with efficient traffic circulation, smart-managed growth practices, and well-maintained public facilities that enhance our quality of life. • We are preserving Palm Coast's unique suburban character through responsible fiscal planning and thoughtful development while creating integrated living, working, and recreational spaces. Together, we are maintaining a thriving, inclusive, and vibrant Palm Coast for generations to come.		

The following 12 Guiding Principles were presented to our community via Social PinPoint and public outreach engagement activities. An overwhelming majority of our community endorsed these guiding principles:

- Protect Ecosystems, Natural and Cultural Resources
- Develop Parks, Recreational Facilities, Trails, & Open Spaces
- Encourage a Positive Community Image
- Generate Economic Development and Job Opportunities
- Prioritize Community Health, Safety, and Wellness
- Support Opportunities for a Variety of Housing Choices
- Enhance Traffic Circulation
- Maintain and Upgrade Public Facilities and Infrastructure
- Uphold Responsible Fiscal Planning Practices
- Preserve Suburban Character in Existing Areas
- Promote Work, Live, and Play in Appropriate Areas
- Expand Opportunities for Quality Education

The Vision Statement and Core Planning Values will be the foundation building blocks in the establishment of updated City goals, objectives, and policies for the Comprehensive Plan.

Recommended Action:

STAFF IS REQUESTING CONSENSUS ON THE VISION STATEMENT AND GUIDING PRINCIPLES

City of Palm Coast, Florida Agenda Item

Agenda Date: May 14, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PRESENTATION - CITIZEN INTERACTION ROADMAP	
Presenter: Lauren Johnston, Acting City Manager & Jason DeLorenzo, Chief of Staff	
Attachments: 1. Presentation	
Background: Council Priority: C. Civic Engagement City Administration will provide an overview of an initiative aimed at enhancing citizen interactions with the City of Palm Coast. Acknowledging feedback about service quality, the City aims to align all departments to deliver consistent, exceptional service by focusing on citizen-centric enhancements. These steps will be broken down into phases, which include staff training, system cleanup, and public-facing changes like an updated citizen portal. A mobile app is also in development for easier access and communication. A feedback loop ensures continuous improvement, aligning with the City's mission of "Delivering exceptional service by making citizens our priority."	
Recommended Action: FOR PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: May 14, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: PRESENTATION - ROADWAY CONSTRUCTION PROJECTS		
Presenter: Phong Nguyen, Senior Planner		
Attachments: 1. Presentation		
Background: Council Priority: D. Sustainable Environment and Infrastructure At the March 19, 2024, City Council Meeting, the Council requested staff present roadway construction projects currently and within the next 3 years.		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 14, 2024

Department	HUMAN RESOURCES	Amount
Division		Account #
Subject: PRESENTATION - PERMANENT CITY MANAGER SEARCH		
Presenter: Renina Fuller, Director of Human Resources		
Attachments: 1. Presentation 2. St. Johns County RFP 3. St. Johns County Executive Search Firm Contract 4. New Smyrna Beach RFP 5. New Smyrna Beach Executive Search Firm Contract 6. RFP Template 7. Example - Educational Requirements Comparison with Salary		
Background: <u>UPDATED BACKGROUND FROM THE APRIL 9, 2024, WORKSHOP MEETING</u> At the April 9, 2024, City Council Workshop Meeting, consensus was provided requesting staff to bring forward additional information on the topic and the RFPs related to the piggyback contract. The requested information has been attached to this item. <u>ORIGINAL BACKGROUND FROM THE APRIL 9, 2024, WORKSHOP MEETING</u> At the April 2, 2024, City Council Business Meeting, City Council requested staff provide Council with the options to conduct a City Manager search. As the search for City Manager begins, it is crucial to have a strategy as a blueprint to help identify a qualified and diverse group of candidates. At the April 9, 2024, workshop, staff will be looking for a consensus to move forward with the selection process. Staff has identified options for Council consideration and direction: 1. Go out to bid – Request for Proposals (RFP) for a search firm (ICMA Search Firm Brochure Attached). 2. Piggyback a current contract with a neighboring Municipality. They are currently utilizing a National Search Firm recommended by The Florida League of Cities.		
Recommended Action: NEXT STEPS AND DIRECTION FROM CITY COUNCIL		