



**City of Palm Coast  
Minutes  
City Council Special Budget  
Workshop**

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**

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**Tuesday, May 28, 2024**

**9:00 AM**

**City Hall - Community Wing**

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**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 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. All members were present with Council Member Pontieri appearing virtually.*

**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 shared about discussion between Palm Coast and Flagler County officials, a tree cutting frenzy, concerns, greatest good for the greatest amount of people, devoting time, money, and energy into the community, and time to change course.*

*Steve Carr discussed Advent Health programs and protecting health, Code of Ordinances related to protecting the environment, nonresidential connections between parkways, and use of residential roads.*

## **E PRESENTATIONS**

### **1 PRESENTATION - PARKS & RECREATION DEPARTMENT OVERVIEW**

*Brittany McDermott, Deputy Director of Parks & Recreation presented the topics to Council.*

*Topics presented included: mission, current operations, Parks Master Plan and goals, Parks Master Plan feedback, recreation numbers, parks maintenance, Palm Harbor Golf Course, Community Center rentals and challenges, Palm Coast Aquatics Center, Southern Recreation Center, and priorities.*

*City Council held discussion on the following topics: connecting trails and request for specific locations, defining a drop in economic impact, projection for the next fiscal year, gap in requested permits versus ability to fulfill those, ADA, utilizing County lighted fields, staffing, upcoming meetings with Flagler Schools and facility use, increased rates versus expenditures for Palm Harbor Golf Course, increased parking, nature of events and attendance, understanding where the smaller groups are going and what are they paying, programs with high school students, thanks to staff for swim safety, importance of the aquatic center, timeline for improved parking, registering for events, and compliments to staff.*

*Ms. McDermott provided a response to Council comments and questions.*

## **2 PRESENTATION - PUBLIC WORKS DEPARTMENT OVERVIEW**

*Matt Mancill, Director of Public Works, presented the topic to Council.*

*Topics presented included: department composition, streets mowing and landscape, quick response team, special projects road crew, construction crew, signs and signals, collection and sanitation, SAP priorities, facilities management, fleet management, replacement fleet, and planning for the future.*

*City Council held discussion on the following topics: litter and efforts to reduce littering, upcoming meeting with the Flagler County Sheriff's Office for special services, increased littering problems, suggestion for a presentation on how to increase fines, exclusive versus non-exclusive hauling contracts, potential ROI on a commercial hauling study, magnitude of unrealized revenues, impacts to private industry, support for the study and staff position, potential of the MOC to reduce FTE needs, succession planning, thanks to Public Works and to Mr. Mancill for his efforts.*

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

## **3 PRESENTATION - STORMWATER & ENGINEERING DEPARTMENT OVERVIEW**

*Carl Cote, Director of Stormwater & Engineering, and Lynn Stevens, Deputy Director of Stormwater & Engineering, presented the topic to Council.*

*Topics presented included: department composition, mission and goals, purpose, Engineering Division functions, capital projects, parks and facilities, transportation engineering, utility engineering, stormwater engineering, challenges, staffing, Stormwater Maintenance & Operations Division, stormwater system, stormwater expenses, stormwater operations, challenges, canal crew, operations & maintenance success, proposed strategies, implementation, and 5-year staffing plan.*

*City Council held discussion on the following topics: costs and staffing needs, fee analysis, updates from the Residential Drainage Citizen Advisory Committee, combined initiatives, provided consensus for an equipment loan, soil types and percolation, and measurements.*

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

#### **4 PRESENTATION - UTILITY DEPARTMENT OVERVIEW**

*Peter Roussell, Deputy Director of Utility, and Jason DeLorenzo, Chief of Staff, presented the topic to Council.*

*Topics presented included: purpose, mission, milestones, infrastructure costs, operational costs, compliance costs, contingency funds, capital expenditures, aquifer system, infiltration and inflow, plant capacity expansion, material costs, biosolids disposal, and innovative projects.*

*Vice Mayor Danko left the meeting at 11:40 a.m.*

*City Council held discussion on the following topics: cost increases, future needs, AI service and associated fees, and a request to discuss SAP as a separate topic from daily operations.*

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

#### **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**

*Council Member Pontieri thanked staff for a beautiful Memorial Day ceremony.*

*Council Member Heighter thanked Parks & Recreation and Flagler County for beautiful ceremonies put on for Memorial Day. Additionally, Council Member Heighter thanked Fire Station 25 for a Gold Star Families recognition naming a fire engine after Sergeant Lucas Stanford.*

*Council Member Klufas echoed the comments of a fantastic effort for Memorial Day events.*

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

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

*Ms. Johnston shared that this series of presentations are available to City Council to help aid in the budget process and policy decision making and that staff has taken notes on what City Council would like to see while moving forward in the budget.*

*Mayor Alfin sought to have a discussion to match the Strategic Action Plan process as part of the budgeting process.*

**J ADJOURNMENT**

*The meeting was adjourned at 12:05 p.m.*

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