



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, August 13, 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 - ALL OTHER FUNDS BUDGET

2 PRESENTATION - ALTERNATIVE FUNDING FOR ARTS, CULTURE, AND HISTORY

3 RESOLUTION 2024-XX APPROVING AN AGREEMENT BETWEEN THE CITY OF PALM COAST AND THE FLAGLER COUNTY CULTURAL COUNCIL FOR THE ADMINISTRATION OF THE CULTURAL ART GRANT PROGRAM

4 RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH THE PALM COAST HISTORICAL SOCIETY AND MUSEUM, INC.

5 DISCUSSION - CITY COUNCIL WORKSHOP MEETING SCHEDULE

6 PRESENTATION - COMPREHENSIVE PLAN "IMAGINE 2050"

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

7 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 13, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: PRESENTATION – ALL OTHER FUNDS BUDGET	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Presentation	
Background: City Council adopted the Fiscal Year 2024 Budget on the 20th day of September 2023, in the amount of \$357,748,234 per Resolution 2023-110. At the April 23, 2024, Special Budget Workshop, City Council was presented with the Year-to-Date Budget results for operating department budgets, for Fiscal Year 2024 October through March. On June 11, 2024, City Council was presented with an overview of the revenue restrictions and of the process for adopting the Property Tax (TRIM) rate to prepare the Fiscal Year 2025 TRIM rate in September. On July 9, 2024, City Council was presented the Fiscal Year 2025 General Fund, IT Operations, and Facilities Budget, and an overview of the TRIM rate options. As discussed, staff is proposing a maximum millage rate of 4.2570 mills, which is a 13.66% increase from the rolled-back rate of 3.9961 mills, and the first budget hearing to be held at 5:15 p.m. on Thursday, September 5, 2024, at the Palm Coast City Hall Community Wing, located at 160 Lake Ave, Palm Coast. 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. On July 16, 2024, Council adopted Resolution 2024-107 setting the Proposed Maximum Millage Rate for Fiscal Year 2025 at 4.2154 and setting the date, time, and location for the Tentative Budget Hearing for September 5, 2023, at 5:15 PM at the Palm Coast City Hall Community Wing, 160 Lake Ave, Palm Coast, Florida. On July 23, 2024, City Council was presented the Proprietary Funds Budget for Fiscal Year 2025. Director of Financial Services, Helena Alves, and Budget & Procurement Manager, Gwen Ragsdale, will be presenting to City Council the Capital, Internal Services, Special Revenue Funds, & Proposed Budget for All Remaining Funds for Fiscal Year 2025.	

**Recommended Action:
FOR PRESENTATION ONLY**

City of Palm Coast, Florida Agenda Item

Agenda Date: August 13, 2024

Department PARKS & RECREATION Division	Amount Account #
Subject: PRESENTATION - ALTERNATIVE FUNDING FOR ARTS, CULTURE, AND HISTORY	
Presenter: James Hirst, Director of Parks & Recreation and Brittany McDermott, Deputy Director of Parks & Recreation	
Attachments: 1. Presentation 2. Comparison of Florida Municipal Public Art Programs	
Background: Council Pillar: Expansion of Arts/Culture/Historical Assets & Programs Objective #11: Identify a dedicated funding source for arts/cultural/historical activities and facilities. City Staff is presenting a range of alternative funding measures to preserve the arts, culture, and history of the City of Palm Coast. The presentation will explore various topics, including a Percentage-of-Arts Ordinance, Non-percentage-based art funding sources, a bond referendum, and a proposal to reclassify Arts/Culture/History from the Parks & Recreation department, as requested by City Council at the July 16 Business Meeting. Staff is seeking City Council's direction on which alternative funding measures to pursue in order to secure sustainable support for these vital community activities.	
Recommended Action: FOR DISCUSSION AND DIRECTION	

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 13, 2024

Department	PARKS & RECREATION	Amount	
Division		Account #	10016016-082003
Subject:	RESOLUTION 2024-XX APPROVING AN AGREEMENT BETWEEN THE CITY OF PALM COAST AND THE FLAGLER COUNTY CULTURAL COUNCIL FOR THE ADMINISTRATION OF THE CULTURAL ART GRANT PROGRAM		
Presenter:	James Hirst, Director of Parks & Recreation, Brittany McDermott, Deputy Director of Parks & Recreation, and Nancy Crouch, Co-Chair of the Flagler County Cultural Council		
Attachments:	1. Presentation 2. Resolution 3. Draft Agreement		
Background:	Council Pillar: Expansion of Arts/Culture/Historical Assets & Programs Since 2002, the City of Palm Coast has hosted the Cultural Art Financial Assistance Matching Grant to support Flagler County's arts and culture organizations that hold events and programs within the City. This initiative enhances the quality of life for residents and visitors and bolsters the City's reputation as an innovative cultural center. In 2022, the Flagler County Board of County Commissioners designated the Flagler County Cultural Council (FC3) as the countywide Arts Council, also known as a Local Arts Agency. FC3 serves as an umbrella organization fostering arts, history, and culture throughout Flagler County. Recognizing FC3's expertise, City staff have proposed partnering to administer the Cultural Art Grant. An agreement has been drafted, and FC3 seeks to present the benefits of their administration and to review certain provisions with the City Council.		
Recommended Action:	FOR PRESENTATION AND DIRECTION		

City of Palm Coast, Florida Agenda Item

Agenda Date: August 13, 2024

Department	PARKS & RECREATION	Amount	\$10,000
Division		Account #	10016016-082006
Subject: RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH THE PALM COAST HISTORICAL SOCIETY AND MUSEUM INC.			
Presenter: James Hirst, Director of Parks & Recreation and Brittany McDermott, Deputy Director of Parks & Recreation			
Attachments: 1. Presentation 2. Resolution 3. Master Services Agreement			
Background: Council Pillar: Expansion of Arts/Culture/Historical Assets & Programs Established in 2000, the Palm Coast Historical Society (PCHS) has served as the sole curator of the City of Palm Coast's history, dedicated to the collection, preservation, and dissemination of Palm Coast's heritage. Their work not only safeguards the City's historical records, but it also enriches the quality of life for the residents by maintaining a tangible connection to the City's past. City Staff is seeking City Council's approval to enter in a Master Service Agreement with PCHS to ensure the ongoing preservation of information and documentation related to the City's history. Under this agreement, the City will provide financial assistance, grant the use of activity rooms A & B located within James F. Holland Memorial Park, and offer access to additional City facilities for hosting programs and special events. This support will strengthen PCHS's capacity to preserve and celebrate the rich history of Palm Coast for the benefit of the entire community.			
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING A MASTER SERVICE AGREEMENT WITH THE PALM COAST HISTORICAL SOCIETY AND MUSEUM, INC.			

**City of Palm Coast, Florida
Agenda Item**

Agenda Date: August 13, 2024

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: DISCUSSION - CITY COUNCIL WORKSHOP MEETING SCHEDULE		
Presenter: Lauren Johnston, Acting City Manager		
Attachments:		
Background: At the August 6, 2024, Business Meeting, City Council concurred to bring forward a discussion on scheduling an additional monthly workshop meeting.		
Recommended Action: FOR DISCUSSION AND DIRECTION		

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 13, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #

Subject: PRESENTATION - COMPREHENSIVE PLAN "IMAGINE 2050"

Presenter: Ray Tyner, Deputy Chief Development Officer, Jose Papa, Senior Planner, and Consultants from JB Pro

Attachments:

1. Presentation
2. Compilation of Comments
3. Glossary - Clean and Redline Versions
4. Map Series

Background:

The City of Palm Coast is nearing completion of its "Imagine 2050" Comprehensive Plan update, a vision-based initiative that has engaged approximately 87,000 residents over the past six months. This agenda item includes:

- A spreadsheet compiling comments from City Council, the Planning and Land Development Regulation Board (PLDRB), Beautification Environmental Advisory Committee (BEAC), public input, and community feedback from the City's Social Pinpoint website.
- Staff and consultant responses addressing these comments, with numerous modifications to Goals, Objectives, and Policies (GOPs) addressing the comments presented.
- A comprehensive Glossary defining key terms used in the plan.
- A series of maps visually illustrating and supporting the GOPs for several Elements, including:
 - Future Land Use
 - Transportation
 - Public Recreation and Open Space
 - Infrastructure

The Imagine 2050 update aligns with the Council's Strategic Action Plan and addresses significant changes in community conditions since the current plan's adoption in 2004. The update process has been guided by nine "Guiding Principles" derived from extensive community engagement, ensuring consistency with the community's vision.

The next steps for the completion of the 2050 Comprehensive Plan include:

- August 14, 2024 - PLDRB Transmittal Public Hearing
- August 27, 2024 - City Council Transmittal Public Hearing

- August 30, 2024 - Comprehensive Plan Sent to Department of Commerce and other State agencies for review and comment
- October 15, 2024 - City Council Comprehensive Plan Adoption Public Hearing

Recommended Action:
FOR PRESENTATION AND DISCUSSION