



# Memorandum

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**To:** The Honorable Mayor and City Council  
**From:** Jim Landon, City Manager  
**Date:** August 12, 2011  
**Re:** Week-In-Review

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## FREE MOVIE IN CENTRAL PARK FRIDAY, AUGUST 12 AT DUSK CENTRAL PARK IN TOWN CENTER

### **Free Teen Dive-In Movie at the Pool**

Sizzlin' summer specials are coming to the Frieda Zamba Pool, beginning next week and running through September!! Tell your friends to Pack the Pool and meet you at Frieda Zamba on Friday evening, August 19<sup>th</sup> for a really unique **free** evening. Palm Coast's very first Teen Dive-In Movie will begin at 7:30 p.m., opening the season with "Pirates of the Caribbean: At Worlds End" on the big screen. Bring your rafts and towels for a cool pool, cool fun event, organized just for teens, ages 13+.

### **Back to School Bash at the Pool**

A brand new school year is fast approaching . . . celebrate and meet your school friends at the Frieda Zamba Swimming pool with a Back-To-School Bash on Saturday, August 20<sup>th</sup>. If you bring new school supplies (any amount will be fine!) to the pool, your admission will be free and the City will donate your supplies to Flagler County School's STUFF BUS. The Flagler Education Foundation supports families by stuffing a bus filled with essential supplies to donate to students in need. This pool event will help fill the bus with lots of stuff!

### **Next Week:**

- *Tuesday, August 16, City Council Meeting, 9:00 a.m., Community Center*
- *Tuesday, August 16, Disaster Preparedness Seminar, 3:00 p.m., Community Center*
- *Tuesday, August 16, Council Member Moorman Town Hall Meeting, 7:00 p.m., Community Center*
- *Friday, August 19, Free Teen Dive-In Movie, 7:30 p.m., Frieda Zamba Pool*
- *Saturday, August 20, Back to School Bash, 10:30 a.m. to 7:30 p.m., Frieda Zamba Pool*

### **Attachments:**

Business Assistance Center  
BAC Impact report  
City Manager Administration Division Updates  
Community Development Update  
Engineering/Stormwater Update  
Fire Update  
Information Technology & Communications Update  
Public Works/Utility Update

Recreation & Parks Update

Press Releases: Free Teen Dive-In Movie; Back to School Bash; Absentee Voting;

Fireworks/Picnic in the Park; Disaster Preparedness Seminar

Smoke Testing Public Information



**City Manager's Office  
Administrative Divisions Week in Review**

**Friday, August 12, 2011**

**City Clerk**

- Processed 5 Lis Pendens and litigation documents.
- Prepared and processed 3 documents for recording.
- Prepared 1 agenda item.
- Prepared 1 proclamation.
- Prepared and posted 1 agenda.
- Received semi-annual audits from departments and continued City Clerk's review of departmental audits.
- Coordinated OnBase changes for City Clerk and Community Development with IT&C.
- Qualified candidates for the 2011 Election for Mayor, Seat 1 and Seat 3.
- Continued working with Candidates on the 2011 Election.
- Worked on City Election releases with Community Relations and IT&C.

**Community Relations**

- Assisted the Business Assistance Center with copy for their upcoming Business to Business Expo
- Worked on components for the Fall Citizen's Academy session
- Edited Facebook posts
- Completed final edits for the Sept/Oct Palm Coaster newsletter
- Prepared an updated list of City Programs/Resources to send to the Flagler County Schools for classroom teachers to utilize
- Met with City Emergency Team members to plan strategy and preparedness for any upcoming disaster events
- Wrote and distributed the following media releases:
  - Smoke Testing
  - Teen Dive In Movie
  - Back to School Bash at Frieda Zamba
  - Cultural Arts Grants Available
  - Absentee Ballots
  - Fireworks & Picnic in the Park
- Assisted City Department with publicity for the following events/program:
  - Neighborhood Stabilization ads
  - 9-11 events at Palm Harbor
  - Cause for Paws
  - Upcoming elections
  - Parks & Recreation Pack the Pool Days
  - Fireworks/Labor Day event
  - Pink Army Run

## **Human Resources**

- Interviewed for internal positions for Public Works
- Working with Recreation & Parks recruiting fall staff
- Working with IT&C controlling inventory
- Attended FEST meeting

## **Purchasing and Contracts Management**

### **Purchasing & Bidding:**

- A Bid Advertisement went out for ITB-CD-CP-11-06, Indian Trails Sport Complex Maintenance Building and North Pavilion Renovation
- A Bid Advertisement went out for RFP-CD-ED-11-02, Re-Advertisement for City of Palm Coast Neighborhood Stabilization Program (NSP33) Community Based Organization (CBO) Services Affordable Rental Housing Programs
- Brian Rothwell and Dianne Torino meet with Doosan Hydro Technology to discuss the Contract
- Brian Rothwell meet with George Powell of Merchant Services to discuss Credit Card Rates
- Brian Rothwell, Dianne Torino, and Nicole DiMattina meet with various employees of the Finance and IT&C department to discuss “AP Workflow Phase II”, which will be an online paperless Vendor Registration process.

### **Contracts:**

- The contract with Merrick Industries, Inc., for the Lime Paste Slaker Replacement at the Utility Water Treatment Plant, has been fully executed and sent to the vendor.



PALM COAST  
**BAC**  
Business Assistance Center



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**WEEK OF AUGUST 8-12, 2011**

**Business Assistance Center Activities**

- Staff and UCF SBDC Network served a total of 8 customers, providing 11.25 hours of assistance. The total numbers of customers served by the BAC is 35. See attachment for UCF SBDC Report on Weekly Activities.
- Staff met with a local professional business coach on ways to work together on future workshops.
- Staff met with the Flagler County Association of Realtors to discuss a special event concept similar to the Parade of Homes.
- Staff met with a local engineering firm to discuss the Business Park Partnership LOI responses.
- Staff is working on developing a training schedule with classes to begin in October.
- The New BAC website is currently under design and should be finished within the next two weeks.
- The BAC will host a privately funded Business to Business Trade Expo on October 7<sup>th</sup> at the Hammock Beach Resort.

**New Palm Coast Businesses**

- Rider Performance – 1 Corporate Drive, PC – Retail Sales
- Kingdom Purpose Christian Ctr – 210 Old Kings Rd – Non-Profit
- Lawn Ranger – Home Based – Landscaping
- Rick's Home Solutions – Home Based – Handyman
- Prestige Handyman Services – Home Based – Handyman
- Website Marketing Solutions LLC – Home Based – Internet

**Attachments**

- UCF SBDC Flagler County Impact Weekly Report



# Flagler County IMPACT

Aug 8—12

<b>Performance Measure</b>	<b>SBDC</b>	<b>Resource Network</b>
<b><u>Group Training</u></b>		
Number of Training Events	0	0
Number of Participants	0	0
<b><u>Individual Customer Meetings</u></b>		
Number of Customers Receiving Consulting Service	7	1
Total Hours of Assistance*	9.25	2
Jobs Created/Retained	0	0
Capital Formation	\$0	\$0
Number of New Businesses Started	0	0
Sales Increase	\$0	\$0
Total Contracts Awarded	\$0	\$0
<b><u>Community Outreach</u></b>		
Number of Brief Inquiries	0	0
Number of Visitors to Web Site	0	0
Number of Public Appearances	0	0
Number of Attendees to Presentations	0	0
Number of Meetings with SBDC Resources	2	
Total Hours Meeting with Resources	3	
Advocacy Meetings	0	

**Notes:**

\*Includes preparation and research time

**Comments**

1. Beginning to see new customers based upon referrals
2. Current Customer Breakdown
  - a. Flagler Beach 3
  - b. Bunnell 5
  - c. Palm Coast 27



## COMMUNITY DEVELOPMENT DEPARTMENT

Building (386) 986-3780 ♦ Code Enforcement (386) 986-3764 ♦ Planning (386) 986-3736

To: Jim Landon, City Manager  
 From: Nestor Abreu, Director  
 Date: August 12, 2011  
 Subject: Week-In-Review

### **PERMITTING ACTIVITY**

The following is an update for permit activity in the City from August 4<sup>th</sup> through August 9<sup>th</sup> 2011:

- Applicants saved \$12,500 this period with the implementation of the fee reduction resolution adopted June 17, 2009. Total savings since inception is \$ 1,408,195.
- Total number of permits issued: 100

<b>Commercial Permits Issued</b>			
2 Corporate Drive	Interior Renovations	Phillips Coastal Construction	\$48,000
7 Old Kings Road #10	Interior Renovations - Real Estate	New Coastal Homes	\$13,749
Belle Terre Parkway	Site Development - Multi Use Path	SE Cline Construction	\$168,193
2001 Waterside Parkway	Accessory Building	Skyway Builders	\$5,000
18 Hargrove Grade #106	Interior Renovations - Chocolate Factory	Palm Coast Residential Services	\$61,500
Total Value:			\$48,000
<b>Residential Permits Issued</b>			
3 Bassett Lane	Addition	Whitley Builders	\$5,764
78 Bren Mar Lane	Interior Alteration	A Certified Screen	\$2,267
26 Seattle Trail	Interior Alteration	Vanacore Construction	\$4,470
19 Sailfish Drive	Single Family	Seagate Homes	\$221,000
38 Fleming Court	Addition	Ted & Bob's Alum	\$2,350
50 Westmount Lane	Addition	Ted & Bob's Alum	\$5,000
7 Forge Lane	Addition	Robert Johnson	\$2,000
204 Willow Oak Way	Single Family	Oceanside Homes & Remodeling	\$339,000
5 Sandpiper Court	Single Family	Seagate Homes	\$236,000
Total Value:			\$817,851
<b>Occupancy Permit</b>			
1 Corporate Drive 2J Room 222		Rider Performance Group	
119 B Flagler Plaza Drive		Laba Dry Cleaners	
<b>Commercial Certificates of Occupancy</b>			
210 Old Kings Road 700 & 800		Kingdom Purpose Christian Church	

## PLANNING

- Staff participated in a free webinar regarding proposed changes to the Community Rating System standard for the National Flood Insurance Program.

## EVENTS

- **'3<sup>rd</sup> Annual Flagler Premier Soccer Summer Invitational'** on August 13<sup>th</sup> and 14<sup>th</sup> from 7am to 8pm at the Indian Trails Sports Complex. The event will take place on all four fields and will include music, entertainment, and local vendors.
- **'Champion for Children of Homeless to Homeward'** on August 20<sup>th</sup> from 10am to 4pm at Champion Storage, 11 Pines Lakes Parkway North. The event will include food, drinks, little to no cost haircuts, eye exams, local agencies exhibits, games, bounce house, children's finger printing, door prizes, and raffle, with all proceeds going to benefit the Homeless to Homeward program.
- **'Labor Day Fireworks in the Park'** on September 4, 2011 from 4pm to 9pm at Central Park in Town Center located at 975 Central Avenue. This event is a tailgating party to include music, food, drinks, volleyball, kids' wet zone with water slides, inflatables, and fireworks show beginning at dusk in celebration of our nation's workforce.
- **'A Walk to End Alzheimer's'** on Saturday, September 10, 2011 from 12pm to 6pm at Central Park Town Center located at 975 Central Avenue. This event is a 1 mile and 3 mile walk around the paver area and sidewalks of Central Park. Vendors and refreshment will be provided for walkers and guests to raise money for the Alzheimer's Association- Central & North Florida Chapter.
- **'10<sup>th</sup> Anniversary September 11<sup>th</sup> Emergency Responders Memorial'** on September 11, 2011 from 8am to 11am at Heroes Memorial Park located at 2860 Palm Coast Parkway. This event is a 9/11 Memorial Remembrance Service and Bike Ride sponsored by the Blue Knights Motorcycle Club and the City of Palm Coast Fire Rescue to celebrate the lives of many fallen servicemen and women, and victims of the September 11, 2001 World Trade Center terrorist attack. Several speakers from City of Palm Coast City Council members, Retired Air Force Colonial, Retired New York City Fireman, and local fireman who experienced the tragedy. An Air Force flyover, a bagpipe band, and an Honor Guard will present arms. This event will conclude with a motorcycle benefit ride containing 300± bikes.
- **'Parkview Global 5K'** to be held on September 17, 2011 from 6am to 11am at Parkview Baptist Church located 5435 Belle Terre Parkway. The 5K run is a fundraiser to help sponsor missionaries.
- **'Paws for a Cause'** to be held on September 17, 2011 from 10am to 2pm in Central Park Town Center located at 975 Central Avenue. This event is to educate responsible pet owners on nutrition, immunization, spay/ neuter, and pet motels/shelters.
- **'Flagler County Great Strides: Taking Steps to cure Cystic Fibrosis'** to be held on September 24, 2011, from 12pm to 9pm at Central Park in Town Center is an event for the family with a walk, entertainment, and vendors to help raise money for Cystic Fibrosis.
- **'4<sup>th</sup> Annual City of Palm Coast Intracoastal Waterway Cleanup Event'** to be held on September 24, 2011, from 8am to 1pm with festivities commence and ends at Holland Park which includes food, fun and prizes at noon. The event utilizes a Florida Inland Navigation District (FIND) grant to support event resources. Volunteers are encouraged to pre-register through the City's website to ensure reservation of event cleanup supplies.



## **CAPITAL PROJECTS**

The following is an update since last week for capital projects in the City from August 5<sup>th</sup> through August 11<sup>th</sup>

<b>Trail and Path Projects</b>			
Belle Terre Multi-Use Path - Phase III	Design	60%	A preconstruction meeting for segment one (SR 100 to Ponce DeLeon) was conducted on 7-29-2011. Florida Department of Transportation (FDOT) approved final design on 8-8-11 and Contractor began construction on 8-10-11.
Rymfire Dr. Multi-Use Path (Ralph Carter Park to Lehigh Trail)	Design	90%	Consultant submitted Request for Additional Information (RAI) response to St. Johns River Water Management District (SJRWMD) and they are compiling a 100% submission for City and FDOT review.
Palm Harbor Multi-Use Path	Design - Build	0%	Presented item to award contract to P&S Paving Inc. to City Council on 8-9-11.
<b>Road and Median Projects</b>			
Old Kings Road South - Phase II	Design	75%	SJRWMD permit application was provided to U.S. Army Corps of Engineers (USACE) for permit issuance. After permit issuance, project will be on Hold until funding is available.
Palm Coast Parkway Six-Laning	Design	15%	Project status meeting between consultant and city occurred on 8-10-11 to review design issued prior to 30% submission.
<b>City Facility Projects</b>			
Indian Trails Sports Complex - Storage Building	Design	95%	100% plans submitted to City for review on 8-3-2011. Project advertised for bid on 8-8-11.
Central Park - Phase IIB	Construction	70%	Directional boring completed. City staff installing drainage conduit. Initial benches delivered and installation has begun. Trash / recycling receptacles ordered.



## MEMORANDUM

**TO:** Jim Landon, City Manager  
**FROM:** John C. Moden, P.E., City Engineer  
**DATE:** August 11, 2011  
**RE:** **Engineering & Stormwater Department**  
**Week in Review for August 11, 2011**

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- **Total Aquatic Weed Control on Freshwater Canals** - Treated Easthampton, Royal Palms, Red Mill, Belleaire, Rolling Sands, Rippling, Eisenhower, Wynnfield, Bayside, Barrister, Walker, and Pine Grove Waterways, Brittany Stream, Beechwood Cove, Parkview Stream, & Brenn Mar Stream. Total treated this week 257.7 acres & 32 structures, total treated to date 2,011.1 acres.
- **R-1 Grant Project Water Control Structure** – Permit exemption received from SJRWMD, FEMA approved project for \$411,810 with a Federal share of \$308,858, and the City share of \$102,952. Coordinating with Flagler County to obtain construction and maintenance easement where structure encroaches on Lehigh Trail lands. Requested a registered land surveyor to survey the easement location. See picture below of R-1 structure:



- **London Drive & Sesame Blvd. Major Culvert Replacement (SRF) (Project is 99% complete)** - London Drive and Sesame Blvd – Final Change Order #2 for London Drive has been signed, and received final pay application. Contractor; Built Rite Construction: Cost; \$420,557.14: Start date 1-10-11: Substantially complete 5-2-11. *This project was completed on time.*
- **Stormwater Ordinance Utility Analysis/Recalculations** - Commercial accounts are 100% complete. Approx. 340 vacant land parcels - ERU's are recalculated and are being reviewed. Working on Town Center, 113 parcels, need to determine the level of service credit. Continuing the work on final review of calculations. Requested assistance from GIS Department to identify all non-calculated parcels.

- **Stormwater Model and Master Plan** – Continuing the phased development of a City wide stormwater model and management master plan for Sections 31 & 37. Consultant directed to explore three alternatives: 1. Redirect Richelieu Lane drainage by providing connection directly to Rippling Waterway 2. Increase flow capacity at Royal Palms Parkway discharge pipe. 3. Construct a bypass ditch behind the Park and the School towards Royal Palms Pkwy. Finalized coordination of model with proposed Rymfire Drive Multi Use Path design. Consultant is Singhofen & Associates, and the cost for this phase of the project is \$62,850.00. Project schedule completion date is August 19, 2011.
- **Stormwater Facility Plan Update** – Staff is continuing work on a preliminary outline to update the Stormwater Facility Plan. Obtaining information from all other City departments for their input for this plan update. Completion for updated plan is Sept. 2011.
- **Drainage Ditch Relocation at 139 Bridgehaven Drive** - Staff is surveying, designing, and coordinating the relocation of a drainage ditch with Public Works Department.
- **Identifying Redundant Street Lights Program - (Project is 65% complete)** Staff is currently looking at the data and performing field verification to identify areas where there are redundant street lights to prepare a list of light poles and equipment which could be removed and be a cost savings for the City.
- **North Park Road** - Awaiting transfer of stormwater permit from Grand Haven Developers, LLC. Water Management District has stated they would try to help get transfer.

### **SURVEY TASKS:**

- Surveyed 3 residential swale plan location
- Set 7 bench mark locations
- Established elevations for 1 pipe replacement
- Established elevations for a boat access and temporary bench mark for a staff gauge at BA-1 canal control structure
- Established a temporary bench mark for a staff gauge at PA-1 canal control structure
- For the Utility Department – at Pump Station 22-2 shot elevations for a driveway access
- Surveyed lots 3-11, Block 1 on Florida Park Drive for new house construction coordinating with the Swale Rehab program

### **ENGINEERING REVIEW TASKS:**

- Right-of-Way Permits – 28 reviews
- Project reviews – 8 reviews

### **DESIGN WORK PERFORMED:**

- Residential Driveway Swale Plans – 4 designed
- Pipe crossing design for Public Works – 5 designed
- Valley gutter design for Public Works – 3 designed
- Swale Rehabilitation Project – Continuing design on Cole Court, Cole Place, & Crompton Place – 60% complete. Florida Park Drive plans out for in house review.

### **CUSTOMER SERVICE:**

- 3 - Canal work orders
- 1 – Street light request
- 1 – Misc. work order

### **ENGINEERING SUPPORT TO OTHER DEPARTMENTS:**

- **Community Development Department**

1. Continually updated the Land Rights maps.
2. J Bostwick assisted C Cote with Rymfire Multi Use Path.
3. S Bombardier helped S Knopf with as-builts for I-95 ramp lighting.

- **Public Works Department**

1. D.Schrager assisted with the drainage installations at Central Park.
2. D.Schrager assisted with sidewalk repair at bridge on Wellington Drive.

### **SPECIAL TRAINING/MEETINGS ATTENDED:**

- JBostwick attended the FDOT 2011 Legislative Session: A Transportation Summary on August 4, 2011 in Orlando.



## *Fire Department*

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**To:** Jim Landon, City Manager

**From:** M. C. Beadle, Chief

**Date:** August 11, 2011

**Re:** Week in Review

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In the past week, the Department responded to 146 calls. There was one structure fire with no reported losses. There was one vehicle fire and 4 brush fires. There were a total of 91 rescue and EMS calls logged and the balance of calls was miscellaneous in nature. The drought index is at 343 out of a possible 800 and the fire danger level is high.



## **INFORMATION TECHNOLOGY & COMMUNICATIONS**

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**TO :** Jim Landon, City Manager  
**FROM :** James Majcen, IT&C Director  
**DATE :** 8/11/2011  
**RE :** Week In Review

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### **FIBERNET**

- Operations Division is evaluating FiberNET connectivity for the new medical center that recently broke ground on Cypress Edge Drive.

### **DEPARTMENT SUPPORT**

#### ***Public Works***

- Applications Division worked with Public Works to create a call-out for citizens living in the area of a planned Hydrant Flushing.

#### ***Utility***

- Applications Division created new report to monitor the highest residential water usage, for any given time periods, as part of a request from the St John's Water Management Authority

#### ***Fire***

- GIS Division met with the Dispatch/Communications Committee made up of several representatives from the County, City Fire and Rescue, and the Sheriff's Office. GIS, Leo Chumaceiro and Jamey Burnsed will utilize the GIS suite of tools to analyze current CAD zones and road networks and make suggestions for changes to the map that CAD dispatching system runs off of. The goal is to produce more efficient zone allocations county-wide.

#### ***Community Development***

- GIS Division provided Community Development staff with 1 presentation-style map for the Lehigh Trail connections.

#### ***Engineering & Stormwater***

- GIS Division updated and provided current information to the stormwater weirs dataset.

## **Enterprise**

- Applications Division met with members of Finance, Purchasing, and Local Business Tax to discuss enhancements to our Accounts Payable workflow. The proposed enhancements would help staff to manage and review new Vendor Registrations that the City receives.
- GIS Division completed coordinate geometry (cogo) of 22 legal descriptions and digitized/attributioned 26 other easements for inclusion in the Land Rights Project.
- Tropical Storm Emily was a no-show, but still gave Operations Staff the opportunity to take the lead and to test our business continuance and disaster recovery procedures:
  - All IT&C staff will use the month of August to test several disaster scenarios.
  - All IT&C staff is assisting in creating new issue tracking procedures to be used during emergencies.
- Operations Division upgraded the kiosks in the City Offices lobby area and in the Business Assistance Center area to help provide a better experience for City customers.
- Operations Division is nearly complete with the recent installations of restroom auto-lock/unlock units at remote parks, Seminole Woods and Waterfront Park. In the past, due to the remoteness of these parks, the City was not able to bring them onto our computer network and accomplish complete remote control. However, a new vendor was able to come up with a solution to allow for remote control of locking features and we look forward to finally being able to accommodate these parks with this cost-saving feature.
- Operations Division is continuing to implement the following TrackIT new features:
  - Password Reset Utility,
  - Remote Control feature,
  - Updated Asset Management feature.

## **PUBLIC SUPPORT**

### ***PCMA-TV199***

- Videotaped City of Flagler Beach Commission Meeting.
- Videotaped Recreation & Parks Summer Camp activities.
- Performed updates/maintenance/new program installations on TV199 editing systems.
- Attended City F.E.S.T. Committee meeting. Preparing and organizing promotional videos for City of Palm Coast's Fall 2011 Events line-up.
- In pre-production and/or production on the following video projects:
  - National Customer Service Week (Utility Department and City staff all departments);
  - Waterway Cleanup Sept. 24th event promo;
  - Hall of Terror event promo;
  - "Didja Know?" Information Series;
  - Trek It Out! Parks series.
- Created/distributed Rock n' Rib Band DVD for Beach 92.7.
- Posted the following city news and announcement information to the channel's ticker tape service:
  - City's Cultural Arts Grants Program Seeks Applicants
  - Smoke Testing - Streets That Begin With The Letters: Wes; Fai...Also, Mt. Vernon Lane
  - Free Teen Dive-In Movie At The Pool
  - Back To School Bash At The Pool
  - Fabulous Free Fireworks And Fun For Labor Day Weekend.



## Recreation & Parks

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**To:** Jim Landon, City Manager  
**From:** Luanne Santangelo, Parks and Recreation Director  
**Date:** August 12, 2011  
**Re:** Week in Review

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### **ATTENDANCE:**

#### **\* FRIEDA ZAMBA SWIMMING POOL:**

Attendance from August 5-August 11 = 1496. Of the 1496 guests visiting the pool 419 were daily drop-ins; 219 were pool members; 199 swim team members; and 475 were guests with a group and/or scheduled party and 184 were visiting for swim lessons.

5 pool memberships were sold this past week.

This week was the start of the final session of swim lessons! 21 youth between the ages of 3-12 have registered. Many have also registered for private swim lesson to continue their skill development.

This week was also the start of the High School Swim Team season. Flagler Palm Coast and Matanzas High Schools will pack six lanes of the pool from 2:30-5:30 pm Monday through Friday. Several home meets will be held at the Frieda Zamba Pool during the swim season which ends the end of October.

Frieda Zamba Pool is also home for practices of the Flagler County Special Olympics. Athletes practice two times per week in preparation for the Special Olympic Games held during the months of August and September.

#### **\* COMMUNITY CENTER:**

Attendance from August 5-August 12 = 1442 guests

#### **\* FACILITY RESERVATIONS:**

Reservations from August 5-August 12 = 49

Facility users included –FC United Soccer, Flagler Premier Soccer, Palm Coast Parks and Recreation, Matanzas High School Soccer team, Flagler Prospects Baseball and individual residents.



## **RECREATION ACTIVITIES:**

### **Fit N Fun Camp/Teen Camp**

Our ninth and final week of Summer Camp saw 91 registered campers in grades K-9. This week's theme, "Splashin' Around" incorporated various water activities into the weekly schedule. Our campers enjoyed a Hawaiian experience at the Luau Lunch and Show in Daytona Beach. The campers enjoyed being entertained by hula dancers and fire eaters...

The campers also visited Shipwreck Island Waterpark in Jacksonville. Comments from the campers included "this was the best trip ever". Thursday was our Water Fun Day and Slip n Slide at the Frieda Zamba Pool and the week will end with our camper Talent Show.

### **Adult Basketball League**

Playoffs for our 6 teams started this past Tuesday. Four teams will advance for the final showdown and championship game on Tuesday, August 16 at Buddy Taylor Middle School. Spectators are welcomed!!!

## **UPCOMING EVENTS & ACTIVITIES:**

*Movie in the Park* – August 12, 2011 at Central Park; Dusk. **"Soul Surfer"**

*Frieda Zamba Pool Specials* – See attached flyer for special days being held at the pool

*Teen Zone* – The Palm Coast Parks and Recreation Department will host an afterschool Teen Zone at the Buddy Taylor Middle School. With the earlier release time the Teen Zone will allow those students to remain at school and participate in various activities. The Teen Zone will also give parents piece of mind that their child(ren) is in a safe environment. (Indian Trails Middle School will host an extended day for students at their school).

*Halloween Boo Bash* – In partnership with Wadsworth Elementary School, the Halloween Boo Bash will be held on Friday, October 28, 2011 at Belle Terre Park from 6-8pm. The event will include a costume parade & contest; games; food; rides and lots of spooky fun.

*Seafood Fest* – Staff is planning for the upcoming Seafood Fest being held on November 5-6, 2011. A carnival is being planned. Details to come.

# Pack the Pool Days!



August 19th

TEEN Dive In Movie

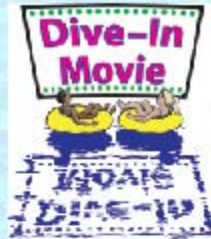
7:30 pm- 10:30 pm

Join us for the first ever TEEN Dive In Movie! This FREE activities is for youth 13 years or older.

The Feature movie

*Pirates of the Caribbean:*

*At Worlds End*



August 20th

Back To School Bash

10:30 am-7:30 pm

Bring school supplies to the Frieda Zamba Pool and get in for FREE! All supplies will be donated to STUFF THE BUS



September 3rd, 4th, 5th

"Kick-In" to Fall

Call for holiday hours

Support your favorite athletic team by wearing a team logo t-shirt or jersey and get in for a

**\$1.00**



September 10th

Honoring our Military, Firefighters, & Police Officers

All firefighters, police and military personnel will get in for FREE with proper ID.

September 18th

National Talk Like a Pirate Day

Calling all Matey and lasses!! Join us as we Celebrate National Talk like a Pirate Day. Talk like a pirate and get into the FZ Pool for a **\$1.00**. Dress like a pirate and get into the pool for FREE.

Don't forget to participate or you might be walking the plank! Arrr!

**For more information call 386-986-4741**





## Memorandum

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To: Jim Landon, City Manager  
From: Richard Adams, Public Works/Utility Director  
Date: August 11, 2011  
Re: Week in Review

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- On Tuesday, the governing board of the St. Johns River Water Management District approved the Palm Coast Consumptive Use Permit. The permit will be for a 20-year period with maximum withdrawal allocation of 11.02 Million Gallons Per Day on an annual average basis.
- Early Monday evening, streets crews responded to an emergency call-out requiring traffic control on Belle Terre north. A contractor working for FPL tipped over a boom truck that was setting a power pole causing damage to pavement and railings. Crews temporarily filled the roadway with millings and made the permanent repair the next morning. Documentation is being prepared to back-charge the contractor for damages.
- Crews continue to work on the soccer fields at Indian Trails Middle School. Project is approximately 80% complete with crews completing the sidewalk this week and sod being placed.
- Country Club Cove area neighborhood improvement project - Graded 2,955 feet of swales for the swale rehab. Also, utility crews relocated and adjusted water meter pits on Casper Lane to align with the new swale grades.
- The average water demand for the week was 7.670 million gallons per day; wastewater average flow was 4.727 million gallons per day.
- This week 245 utility customers were shut off for non-payment.
- Installed one new domestic meter/service/backflow and three new pep tanks.
- Unidirectional flushing to clear lines of sediment has begun in Cypress Knolls. The East Diamond Drive area, Eagle Harbor Trail area, and Emerson Drive area have been completed. Work in the "E" section will continue next week.
- Pump Station 22-2 (Westlee) upgrades – The concrete retaining wall was completed this week; installed the new control panel and programmed the new pump controller. The contractor completed installing the wetwell liner and crews broke down and removed the bypass pumping system.
- Inflow/Infiltration Crew cleaned 2,276 feet and inspected via CCTV 2,276 feet of gravity sewer pipe.
- Mowing the "LL", "Z", "B", "P", "W", "F" and "U" sections. Mowing Belle Terre Parkway, Pine Lakes Parkway, Matanzas Woods Parkway, Palm Harbor Parkway, Old Kings Road North and South, U.S.-1, and Palm Coast Parkway. Performed sight distance trimming in the "K", "F" and "P" sections.
- Graded 2,797 feet of swales for Stormwater work orders and completed 12 swale work orders, repaired one outfall, and cleaned 79 culvert pipes.
- Completed 6 facility work orders.
- Resurfaced 6.5 miles of pavement this week
- Pipe crew repaired 5 washouts in the "L", "R" and "P" sections.
- Parks crews inspected 370 signs throughout the parks and hiking trails.
- Ditch Crew sprayed 4.64 square acres of ditch in the "B" section. Also they responded to emergency weather related issue of down tress at Postman Lane and Potomac Drive.
- Inmate crews mowed and weeded 17,731 linear feet of ditch.



**CITY OF PALM COAST  
OFFICE OF THE CITY MANAGER  
NEWS RELEASE/PUBLIC NOTICE**

August 10, 2011  
Contact: Parks & Recreation Department  
City of Palm Coast  
386-986-2323

**BACK TO SCHOOL BASH AT THE POOL**

A brand new school year is fast approaching . . .celebrate and meet your school friends at the Frieda Zamba Swimming pool with a Back-To-School Bash on Saturday, August 20<sup>th</sup>. If you bring new school supplies (any amount will be fine!) to the pool, your admission will be free and the City will donate your supplies to Flagler County School's STUFF BUS. The Flagler Education Foundation supports families by stuffing a bus filled with essential supplies to donate to students in need. This pool event will help fill the bus with lots of great stuff!

Palm Coast's Back-To-School Bash lasts from 10:30 a.m. to 7:30 p.m. at the pool, located behind the Wadsworth/Buddy Taylor School complex on south Belle Terre Parkway. Donate new school supplies, pool admission is free and you can STUFF THE BUS! Win-Win! For more information, contact the City of Palm Coast Parks & Recreation Department at 386-986-2323.

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**CITY OF PALM COAST  
OFFICE OF THE CITY MANAGER  
NEWS RELEASE/PUBLIC NOTICE**

August 9, 2011  
Contact: Parks & Recreation Department  
City of Palm Coast  
386-986-2323

**FREE TEEN DIVE-IN MOVIE AT THE POOL**

Sizzlin' summer specials are coming to the Frieda Zamba Pool, beginning next week and running through September!! Tell your friends to Pack the Pool and meet you at Frieda Zamba on Friday evening, August 19<sup>th</sup> for a really unique **free** evening. Palm Coast's very first Teen Dive-In Movie will begin at 7:30 p.m., opening the season with "Pirates of the Caribbean: At Worlds End" on the big screen. Bring your rafts and towels for a cool pool, cool fun event, organized just for teens, ages 13+.

The Frieda Zamba Swimming Pool is located behind the Wadsworth/Buddy Taylor School complex off of South Belle Terre Pkwy. For more information, contact the City of Palm Coast's Parks & Recreation Department at 386-986-2323.

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**CITY OF PALM COAST  
OFFICE OF THE CITY MANAGER  
NEWS RELEASE/PUBLIC NOTICE**

August 10, 2011  
Contact: Lisa Gardner  
Events Coordinator  
City of Palm Coast  
386-986-2341

**FABULOUS FREE FIREWORKS AND FUN FOR  
LABOR DAY WEEKEND**

We're celebrating Labor Day right here in Palm Coast, so plan to stay in town for a weekend filled with fun, food and fireworks. The City proudly presents Fireworks & Picnic in the Park on Sunday, September 4<sup>th</sup> in Central Park at Town Center. Music, food, games and prizes open at 4:00 p.m., with a spectacular fireworks display right on the lake beginning at 8:30 p.m. Plan to spend the afternoon enjoying:

- **Free admission and parking**
- Free Wet & Wild Fun Zone for kids' cool slippin' and slidin'
- Family volleyball
- Fishing contests
- Beach 92.7 FM's DJ broadcasting favorite songs and contests for prizes

Tailgate and grill with family and friends for dinner or, if you don't want to cook, we'll have fresh bar-b-qued \$2 hot dogs, \$3 burgers and ice cold \$2 beer. Proceeds will benefit scholarships for Flagler County Rotary programs.

Central Park is located ½ mile north of Flagler Palm Coast High School at Bulldog Drive. Call Lisa Gardner, Palm Coast's Events Coordinator, if you'd like more information: 386-986-2341.

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**CITY OF PALM COAST  
OFFICE OF THE CITY MANAGER  
NEWS RELEASE/PUBLIC NOTICE**

July 27, 2011  
Contact: Lisa Gardner  
Events Coordinator  
City of Palm Coast  
386-986-2341

**WEATHER EXPERT DAVE MARSH TO LEAD  
DISASTER PREPAREDNESS LINEUP**

Award-winning WESH-TV meteorologist Dave Marsh will let you know what to expect from hurricane forecasts and the potential destruction from massive storms at a FREE Disaster Preparedness Seminar on Tuesday, August 16<sup>th</sup>. Joining Dave will be our own Palm Coast Fire Chief Mike Beadle and Flagler County Emergency Management Chief Troy Harper who will give you important tips to help you prepare and stay safe during all disasters.

The seminar will be held at 3:00 p.m. at the Palm Coast Community Center, 305 Palm Coast Parkway NE. **A raffle will be held for free safety giveaway items. Advance registration is not necessary to attend.**

The seminar will be simulcast live on WNZF Radio, 1550 AM/106.3FM (co-sponsor for this seminar) and also on the City of Palm Coast's Cable TV199 and Flagler County's TV198. For more information, please contact Lisa Gardner at 386-986-2341.

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**CITY OF PALM COAST  
OFFICE OF THE CITY MANAGER  
NEWS RELEASE/PUBLIC NOTICE**

August 9, 2011  
Contact: City Clerk's Office  
City of Palm Coast  
386-986-3713

**WILL YOU BE OUT OF TOWN  
FOR ELECTIONS??  
REQUEST AN ABSENTEE BALLOT**

2011 elections are approaching in Palm Coast. If you plan to be away from the City or are unable to travel to a polling location for:

- 1 – Early Voting, Primary Election- Monday, August 29-Saturday, September 10
- 2 – Primary Election – Tuesday, September 13
- 3 – Early Voting, General Election – Monday, October 24-Saturday, November 5
- 4 – General election – Tuesday, November 8

.....plan to obtain an absentee ballot to participate in the City of Palm Coast's election process.

Absentee ballots are available through the Supervisor of Elections Office by either calling 386-313-4170 or picking up a ballot, beginning Thursday, August 18<sup>th</sup> on the first floor of the Flagler County Government Services Building, 1769 Moody Blvd. in the Office. Completed ballots must be returned to the same office, either in person or by mail, no later than Tuesday, November 8<sup>th</sup>. For additional information, contact the Palm Coast City Clerk's office at 386-986-3713.

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## IMPORTANT PUBLIC NOTICE

### **SMOKE TESTING WILL BEGIN FOR SEWER LINES on THE FOLLOWING STREETS: Streets that begin with the letters: WES; FAI. . . also, MT. VERNON LANE**

To improve sewer service to citizens, the City of Palm Coast will be smoke testing the sanitary sewer lines on streets listed above, beginning Monday, August 22nd and extending through Wednesday, August 31st. This test, which involves forcing smoke into the sanitary sewer lines, will check for leaks, breaks and defects in the system.

**The smoke is odorless, creates no fire hazard and will not enter your home or business unless you have defective plumbing or dried-up sink traps or floor drains. The smoke test should only affect your home for approximately fifteen minutes. Homes affect by smoke testing will find a door tag hanging on the front door.**

The smoke used for this test is manufactured strictly for this purpose, leaves no residuals or stains and has no effect on plants and animals. Direct contact with the smoke may cause minor respiratory irritation in some people.

**If people in your building suffer from a heart condition, asthma, emphysema or some other respiratory condition and are planning to stay in the building during testing, notify the City of Palm Coast at 386-986-2371 to discuss your specific case.**

Prior to testing, please pour two gallons of water in the seldom-used sinks or floor drains to prevent sewer gases, smoke or odors from entering the premises. If smoke does enter your home during testing, immediately remove yourself from the building, notify the crews that are conducting the test or call the City. Again, if smoke enters your home, it is an indication of a plumbing defect, so you should also notify a plumber. While we can assist in the location of any defects on private property, the correction of any defects are the responsibilities of the property owner.

Smoke that you will see coming from the vent stacks on houses is normal. However, smoke coming from holes in the grounds IS NOT normal and is considered a defect. All such defects will be photographed and logged. The City will then contact the property owners if a defect is located on private property.

This smoke testing is part of the City's continuing effort to provide a safe, economical, efficient and environmentally sound sewer system throughout Palm Coast. The smoke testing procedure has been recommended by the United States Environmental Protection Agency as an effective means of identifying problem areas in the sewer system. Eliminating system defects and illegal connections will help our community remain in compliance with the new federal legislation regarding sewer systems maintenance and sanitary sewer overflows.

Thank you for your cooperation.