



city of PALM COAST

Administration Department
Office of the City Manager

160 Lake Avenue
Palm Coast, FL 32164
386-986-3710

Memorandum

To: The Honorable Mayor and City Council
From: Jim Landon, City Manager
Date: December 2, 2016
Re: Week-In-Review



Florida Winter Cup
Friday, December 2 thru Sunday, December 4, 9am to 5pm
Indian Trails Sports Complex



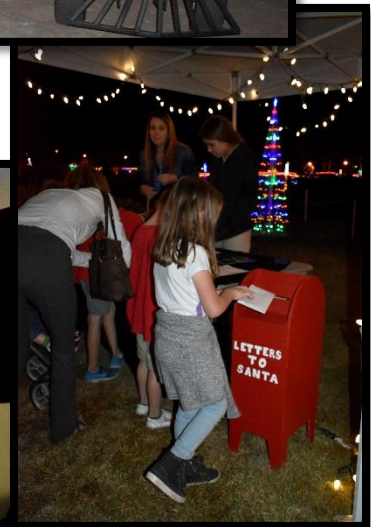
Holiday Event & Starlight Parade
Saturday, December 10; Event - 4pm, Parade - 7pm
Central Park in Town Center

City Offices Closed for the Christmas Holiday
Friday, December 23 and Monday, December 26



Annual Tree Lighting

This week hundreds of residents joined Mayor Holland, City Council, and Santa and Mrs. Claus at the annual tree lighting event held at Central Park in Town Center. The tree lighting marked the beginning of the Annual Flagler County Rotary Fantasy Lights Display surrounding the lake at Central Park, which will be lit nightly throughout December. Local vendors were on hand to provide refreshments, while children enjoyed the beautiful tree, a train ride and writing letters to Santa Claus.



NEFRC Award for CHIRP

The City of Palm Coast's C.H.I.R.P. (Children Helping in Resource Protection) program, won the Excellence in Education Award from the Northeast Florida Regional Council on Thursday. This project provides free, hands-on, conservation-focused field trips to hundreds of Flagler schoolchildren each year. The award was accepted by Palm Coast Urban Forester Carol Mini, who directs the program, and Utility Chief Operator Peter Roussell, one of many City employees who leads the field trip eco-stations. Congratulations to our C.H.I.R.P. team for all their hard work and this excellent recognition. For more information, see the attached news release.



Next Week:

- Tuesday, December 6th, Animal Control Hearing, 1pm, City Hall – Community Wing, 160 Lake Avenue
- Tuesday, December 6th, City Council Business Mtg, 6:30pm, City Hall – Community Wing, 160 Lake Avenue
- Wednesday, December 7th, Code Enforcement Board Mtg, 10am, City Hall – Community Wing, 160 Lake Avenue
- Thursday, December 8th, Beautification and Environmental Advisory Committee Mtg, 5pm, City Hall – Community Wing, 160 Lake Avenue

Attachments

- Administration & Economic Development Department Update
- BAC Update
- Information Technology Department Update
- Public Works Department Update
- Community Development Department Update
- Fire Department Update
- Parks & Recreation Department Update
- Event Calendar
- Utility Department Update
- News Releases Sent: CHIRP receives Excellence in Education Award from NEFRC, Starlight Event & Parade (Dec. 10 event), hurricane debris collection complete, debris pile fire update



City of PALM COAST

Administration Department

160 Lake Avenue
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386-986-3710

Week In Review Friday, December 2, 2016

City Clerk

- Processed 5 public records requests.
- Processed 6 litigation documents.
- Prepared and processed 17 documents for recording.
- Prepared 3 agenda items.
- Prepared 1 proclamation.
- Prepared and posted 1 agenda to the Web.
- Processed 2 bonds (1 release and 1 acceptance)
- Completed 1 Proof of Life document for a citizen.

Communications & Marketing

- Brand Plus: presented proposal for green brand campaign to City Manager at team's end-of-year review, discussed strategy for increasing social media engagement, reviewed park branding goals, worked on details of green brand campaign
- News releases sent: CHIRP receives Excellence in Education Award from NEFRC, Starlight Event & Parade (Dec. 10 event), hurricane debris collection complete, debris pile fire update
- Began marketing efforts for 2017 internship program, including social media posts (City and Flagler Schools), website updates
- Designed 2017 safety calendar
- Attended planning meeting for expansion of customer surveying program
- Conducted survey of participants in fall Citizens Academy
- prepared calendar of events for Flagler Beach's First Friday
- staffed Council tour at Public Works yard and Council Workshop
- staffed Tree Lighting event – photos, video and live social (see video link below and see photos posted on City's Facebook account)
- responded to various media requests
- coordinated advertising
- Designed new editable cover for budget and other documents
- Designed banner for 2016 Starlight Parade float
- Posted to Facebook, Twitter and Instagram; post of the week →:



please recycle

palmcoastgov.com



- Videotaped and edited 2016 Christmas Tree Lighting Event, and also assisted with setup. YouTube video at: http://www.youtube.com/watch?v=l0Jh_2RNVgM
- Instructed Rotary Club reps on audio rack operations in Central Park in preparation for Fantasy Lights
- Attended Green Team subcommittee meeting.
- Assisted Parks and Recreation with podium lighting for city Tree Lighting ceremony.
- Performed script finalization and coordinated preproduction/crew scheduling for Fire Holiday Safety PSA video.
- Updated news and announcements/December programming on Palm Coast Television.

Purchasing and Contracts Management

Contracts:

- Gary James d/b/a Labor Finders, Temporary Labor Services, 07/24/16-07/23/17
- Service Corps of Retired Executives (SCORE), Letter of Agreement for the Continuance of Services for Business Counseling and Mentoring Services to Individuals and Small Businesses, 10/01/16-09/30/17
- Allied Universal Corporation, Price Agreement for Sodium Hypochlorite and Sodium Hydroxide (Caustic), ITB-PW-U-16-14, 11/18/16-09/30/17
- Flagler County Art League, Cultural Arts Grant Agreement, 10/1/16-09/30/17
- Sieg & Ambachtsheer, Inc., Pine Lakes Parkway Gravity Wall Enforcement, ITB-CD-CME-16-19, 11/22/16-@03-22-17
- Sieg & Ambachtsheer, Inc., Colorado Bridge # 734064 Rehabilitation Project, ITB-CD-CME-16-18, 11/22/16-@05/31/17
- Harrell's, LLC, Landscape Chemicals for Medians and Park Athletic Fields, ITB-PW-SD-16-08, 11/22/16-11/21/17
- FDOT, Traffic Signal Maintenance (excluding Flagler Beach), 11/21/2016 -11/20/2036



The Palm Coast Business Assistance Center
Services Provided by the SBDC at UCF

Located at City Hall
160 Lake Avenue
Palm Coast, Florida 32164
(386) 986-2499
www.PalmCoastBAC.com

WEEK IN REVIEW

December 2, 2016

BUSINESS CONSULTING

- This Week –8 Consulting Sessions, 39 Consulting Hours
- Total for Month - 8 Consulting Sessions, 39 Consulting Hours

PALM COAST BAC IMPACT

- Economic Impact This Fiscal Year - \$2,324,000
- Economic Impact To Date - \$28 Million
- Return on Investment - \$86 per Tax Dollar Invested

NEW PALM COAST COMMERCIAL BUSINESSES

- Sara's at European Village – 101 Palm Harbor Pkwy - Retail

NEW PALM COAST HOME BASED BUSINESSES

- Fence Me In, Inc – Fence Contractor
- Joseph Mahan – Handyman Service
- Fresh Water Finish – Handyman Service
- Always Done Wright Mobile Carwash & Detailing – Auto/Boat Detail
- It's Time 2 Clean Corp – Janitorial Cleaning
- Kayak Bass Series – Internet
- Shoreside Construction LLC – Handyman Service
- Hidden Gnome Publishing – Unclassified Personal Service
- Seaside Paint – Painting Service
- MB Wealth Management LLC – Consultant



INFORMATION TECHNOLOGY

TO : Jim Landon, City Manager
FROM : Steve Viscardi, IT Director
DATE : 12/2/2016
RE : Week In Review

Department/Division Support

ENTERPRISE

- Operations Division completed numerous service calls.
- Operations Division completed training on 800 MHZ radios.
- Operations Division began setting up new VM servers.
- Operations Division provided meeting support for the following:
 - Council Workshop
 - Active shooter training
- Operations Division began wiping old laptops for City Auction.
- Applications Division made changes to the online application process to accommodate some changes with intern applications.
- Applications Division fixed some problems with the OnBase/CDPlus integration.
- Applications Division made a way for the building department to display documents related to a new permitting process they're testing.

ENGINEERING & STORMWATER

- GIS Division has continued to support Stormwater and Finance staff with the recalculation of parcels as per the Stormwater ordinance; Geofitted 1 as built and digitized the new building footprint and other impervious surfaces.

FINANCE

- GIS Division provided Finance staff with a list of new parcels created by the replat of Grand Landings - Phase 2C.



city of PALM COAST

Public Works Department

1 Wellfield Grade
Palm Coast, FL 32137
386-986-2360

Office of the Director

Activities for the Week of December 2, 2016



Central Park Holiday Tree Preparation



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Parks & Medians Maintenance

- Inspected 42,965 linear feet of park hiking trails and 296 signs
- Inspected 48 irrigation zones, cleaned, replaced, adjusted spray heads along City medians
- Inspected 36 irrigation zones, cleaned, replaced, and adjusted spray heads in City parks
- Winter Cup Soccer Tournament - Painted 12 soccer fields at Indian Trails Sports Complex and Indian Trail Middle School
- Belle Terre Park – painted 2 football fields
- Ralph Carter Park – painted 2 soccer fields
- Performed safety inspections on playground equipment, parks, and trails at 22 locations
- All mulched playgrounds (6) were leveled
- Maintained & weeded center medians on Belle Terre Parkway, Palm Coast Parkway, SR-100, & Old Kings Rd
- All City parks (12) were mowed and maintained at 250 well sites and lift stations
- Maintained grounds at: 5-Fire Stations; 3-Water Treatment Plants; & 1-Wastewater Treatment Plant
- Mowed 16 sports fields, three times each, for a total of 56 acres
- Raked and prepared for play ten courts at the Palm Coast Tennis Center



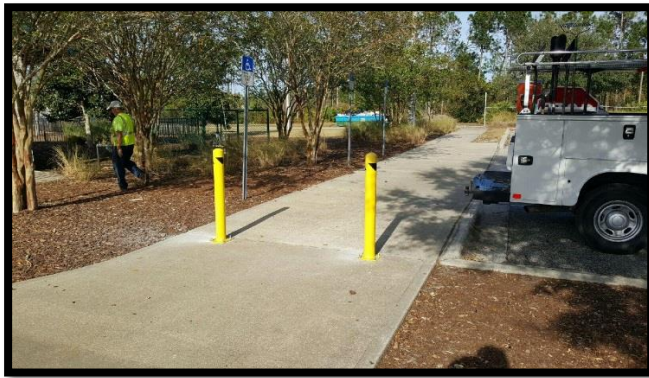
Field Painting – Winter Cup Soccer Tournament



Trimming Trees on Palm Coast Parkway

Streets Maintenance & Special Projects

- Mowing the right-of-ways in “P”, “W” and “L” neighborhoods
- Performed site distance trimming in “P” & “L” neighborhoods
- Performed 300 linear feet of sidewalk repair on Clubhouse Drive
- Repaired/replaced 15 street signs
- Performed fire mitigation on City owned parcels: Eastwood, Squash Blossom & Laramie Drives
- Performed traffic signal work – re-lamped LED at John Anderson Drive
- Responded to 1 after hour call – traffic signal malfunction at Rymfire Drive
- Holland Park – Performed grading work for landscaping
- Belle Terre Parkway Median Improvements – Stripped out sod and performed grading



Indian Trails Sports Complex Pedestrian Safety



Belle Terre Parkway Median Improvements

Stormwater Maintenance

- Cleaned 112 culvert pipes for a total of 2,912 linear feet
- Cleaned out 3 catch basins
- Maintained 23,445 linear feet of drainage ditches



Council Members Touring Public Works

Fleet and Facilities Maintenance

- Performed 5 fire fleet vehicle/equipment repairs
- Performed 2 road calls for repairs
- Performed preventative maintenance on 9 vehicles/equipment
- Repaired 14 City vehicles, heavy equipment, small equipment, and trailers
- Repaired 21 pieces of small and hand-held equipment
- Completed 16 facility maintenance requests



Mower Maintenance

Community Development Department

PROVIDE GUIDANCE FOR WELL-PLANNED GROWTH AND
DEVELOPMENT FOR THE PROTECTION OF THE CITY'S
NATURAL RESOURCES, PUBLIC HEALTH, SAFETY, AND WELFARE.



Week-in-Review- December 2, 2016-Stephen Flanagan, Director

PERMITTING ACTIVITY

The following is an update of permit and development application activity in Palm Coast from November 17, 2016 through November 30, 2016:

- Total number of permits issued: 355
- Construction Value from October 1, 2016 to November 30, 2016 \$40,425,102.00

Commercial Permit Applications			
511 S Old Kings Road S (Flagler Palms Cemetery)	Breezeway Garden Mausoleum with 414 Crypt Spaces	Ken Dear Inc.	\$410,000.00
650 Colbert Lane	2 Story Memory Care Facility & 4 Story Assisted Living Facility with Amenity Building	Core Construction	\$17,790,000.00
110 Raintree Circle (Rivergate Subdivision)	Expansion of overhang in recreation area	Sweetwater Custom Homes	\$35,000.00
235 St Joe Plaza SW	Interior Renovations - Massage	Samuel Weaver	\$12,000.00
Commercial Permits Issued			
212 St Joe Plaza SW	Interior Renovations - Life Coast Church	Samuel Weaver	\$18,000.00
160 Cypress Point Parkway C105	Interior Renovations - Mario's Bakery and Coffee Shop	Phillips Coastal Construction	\$2,000.00

160 Lake Avenue, Suite 136, Palm Coast, FL 32164

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

Construction Management & Engineering (386)986-3794

1499 Palm Coast Parkway NW Unit C & D	Interior Renovations - Cosmo Prof Beauty Supply	Budgen Construction	\$9,000.00
Residential Permits Issued			
26 Pinelynn Drive	Addition	Hammock Home Improvements	\$10,000.00
77 Cimmaron Drive	Addition	Hammock Home Improvements	\$10,000.00
30 Arena Lake Drive	Addition	A Certified Screen	\$3,000.00
21 Augusta Trail	Addition	A Certified Screen	\$10,000.00
16 Shinnecock Drive	Addition	A Certified Screen	\$11,000.00
102 South Hummingbird Place	Alteration	EXO Sunrooms and Screen	\$7,000.00
108 Spoonbill Drive	Alteration	Dom Salavatores Home Improvement	\$10,000.00
323 Beachway Drive	Alteration	Dom Salavatores Home Improvement	\$7,000.00
4 Burnign Wick Place	Alteration	Dom Salavatores Home Improvement	\$16,000.00
10 Postwood Drive	Single Family Residence	Vanacore Construction	\$249,000.00
50 Scarlet Oak Circle	Single Family Residence	Skyway Builders Inc.	\$413,000.00
5 Uniondale Place	Single Family Residence	Seagate Homes	\$172,000.00
162 Boulder Rock Drive	Single Family Residence	Seagate Homes	\$271,000.00
7 Potterville Lane	Single Family Residence	Seagate Homes	\$232,000.00
1 Laredo Place	Single Family Residence	Seagate Homes	\$271,000.00
15 Whetstone Lane	Single Family Residence	Seagate Homes	\$232,000.00
9 Bird Haven Place	Single Family Residence	Seagate Homes	\$179,000.00
10 Wild Rose Place	Single Family Residence	Seagate Homes	\$159,000.00
19 Luther Drive	Single Family Residence	Seagate Homes	\$28,000.00
219 Parkview Drive	Single Family Residence	Seagate Homes	\$231,000.00
17 Arena Lake Circle	Single Family Residence	Seagate Homes	\$236,000.00
26 Arena Lake Drive	Single Family Residence	Seagate Homes	\$210,000.00
1 Rockingham Lane	Single Family Residence	Everlast Homes	\$310,000.00
162 N Starling Drive	Single Family Residence	Dream Finders Homes	\$389,000.00
102 N Starling Drive	Single Family Residence	Dream Finders Homes	\$313,000.00
139 N Starling Drive	Single Family Residence	Dream Finders Homes	\$281,000.00
166 N Starling Drive	Single Family Residence	Dream Finders Homes	\$393,000.00
162 N Starling Drive	Single Family Residence	Dream Finders Homes	\$400,000.00
26 Riverview Bend	Single Family Residence	Bruns Builder Service	\$300,000.00
57 Karas Trail	Single Family Residence	Adams Homes	\$274,000.00
Occupancy Permit			
300 Palm Coast Parkway SW Unit 12	Rider Performance - Retail Bicycles	Mark and Terri Goettsch	
160 Cypress Point Parkway C208	Advanced Home Solutions Construction Firm	Daniel Denault	
Certificate of Occupancy			
101 Palm Harbor Parkway B115	Saras at European Village - lifestyle boutique	Beacon Pointe Construction	\$45,000.00

PLANNING

Development Order Issued for Lot Split for Old Kings Road Parcel 522

On November 17, 2016 a Non-statutory Lot Split Development Order was issued for the property located at Parcel 522 Old Kings Road, which is located east of Interstate 95 and west of Old Kings Rd.

Palm Harbor Golf Course Bunker Rehabilitation Project Completed

A complete bunker rehabilitation was finished last week at the Palm Harbor Golf Course. The project came in on time and under budget and was welcomed by rave reviews from the players of the course as well as the Kemper Sports staff who maintains the course for the City. An improved bunker sand was used that drains better and tends to stay in place better than conventional bunker sand. This will result in future costs savings due to a longer period of time between future rehabilitation work which is always an on-going need. Some sand bunkers were converted to turf bunkers which also will reduce maintenance time and afford better playability to the golfers. The work was done by LandIrr, Inc. under the supervision of the Planning Department and Kemper Golf staff.



CONSTRUCTION MANAGEMENT & ENGINEERING

The following is an update since last week for projects in the City from November 17, 2016 through November 30, 2016

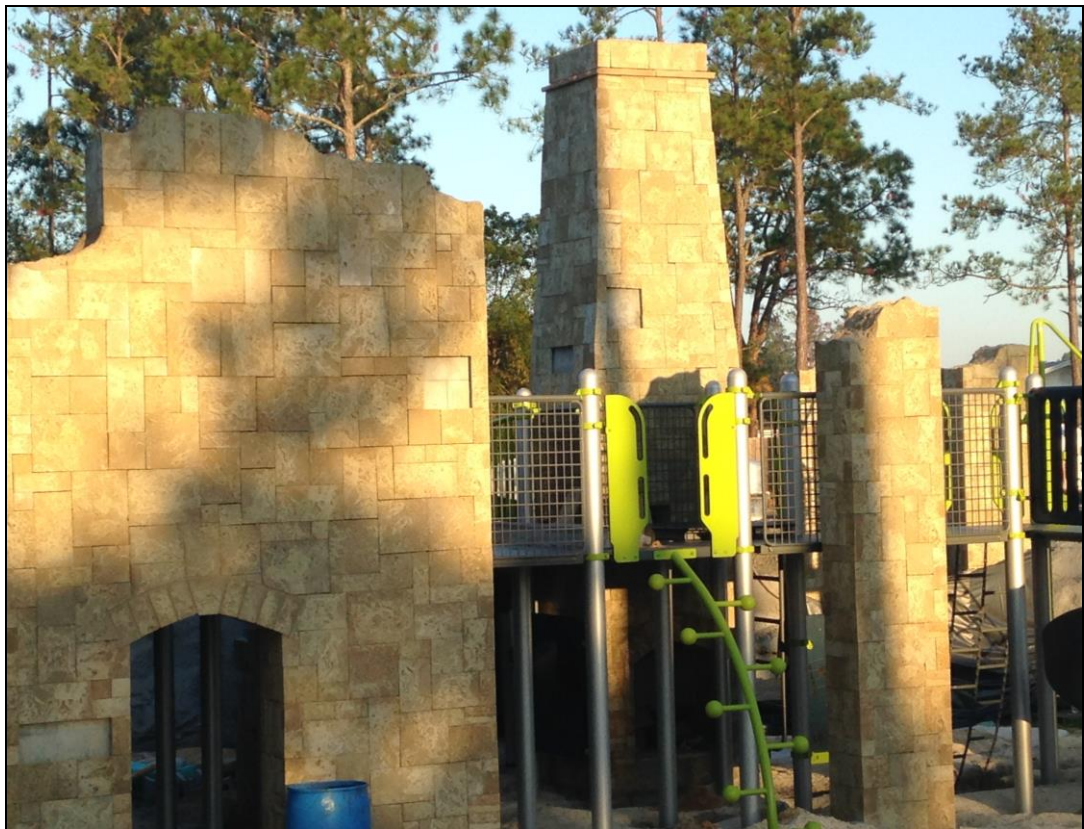
City Capital Projects Under Construction		
Holland Park -Florida Park Drive	88%	32 new baseball field dugout footers poured. Finish stucco coat mix approximately 50% on artificial rock wall. Structural steel for 3 new artificial rock seat walls being formed. Additional irrigation installed around perimeter of playground. Pits excavated for large oak trees arriving Monday for playground. Approximately 75 additional trees installed around park perimeter and at front entrance
Seminole Woods Pkwy Reclaim Water Main Phase 2	92%	Contractor is raising all existing valve lids to grade and fixing damaged ones. Sod is being installed in area of last connection to existing main November 30, 2016.
Developer Projects Under Construction		
Shoppes of Palm Coast - SR 100 & Belle Terre	80%	Project is almost complete, a substantial walk thru will be scheduled with Contractor November 29, 2016.
Chase Bank @ Island Walk	90%	November 30, 2016 parking lot striping has been completed, site is being cleaned up and getting ready for final inspections.
7-Eleven Store - Beach Village	40%	November 30, 2016 work being done on power poles and dumpster pad areas.
Race Trac	85%	Contractor is preparing for final closeout process. November 30, 2016 grease interceptor flow and dye test was done and witnessed by Utility Staff.
Super Wash - Cypress Point Pkwy	85%	November 28, 2016 asphalt is almost completed and curbing is going in. Meter and Backflows were released to Contractor for installation.



7-Eleven Store Form Boards for Dumpster Pad



Holland Park – Artificial Rock Wall



Holland Park – Sugar Mill Park Area



155 Cats

66 Dogs

1 Rabbit

1 Snake

Animals ready for homes

Are you already decorating for the holidays? Don't forget to keep your furry friend in mind when you are putting up the festive decorations. Cats love to explore and your Christmas tree provides them the opportunity to fulfill their curiosity. Please be sure to securely anchor your tree so that it does not fall over if your cat decides to use it as a climbing device. Dogs see your Christmas tree decorations (especially those that resemble a ball) as possible play toys and are known to steal them off the tree. Be sure to put those decorations with sentimental/monetary value up high out of reach of those furry friends!

Donation Opportunities: The *Flagler Humane Society Thrift Store* always accepts donations. They cannot take in any computers/printers or large appliances. Call 386-597-2839 and leave a message.

"*General Donations*" can be dropped off anytime at your convenience. FHS appreciates all donations, especially those from our Wish List (available at flaglerhumanesociety.org/wish-list). You can also purchase items via the Amazon.com link on the FHS website and ship them directly to the shelter.

Outreach Adoption Events: Don't forget that FHS have volunteers and adoptable pets at the Farmer's Market in Flagler Beach every Friday and at PetSmart in Palm Coast every Saturday and Sunday.

Interested in becoming a volunteer? Attend at volunteer orientation that are held at noon in the Humane Society education room every second Saturday of the month. We would love to see you there!

Interested in helping at Outreach Adoption Events? Join the SPOT Team and help to find homeless animals loving homes. If interested, email kshare@flaglerhumanesociety.org.

Adoption Specials: See the FHS Facebook/Website for Upcoming Adoption Specials.

Upcoming Fundraisers/Events: Save the date for the FHS Holiday Cocktail Party hosted by Europa at European Village on December 8th at 6pm. A \$75 donation gets you a full dinner with drinks. We have great silent auction items. Reserve your spot by calling Lynn at 386-679-8829.

Public Announcements: The Flagler Humane Society has a variety of *Subsidized Spay & Neuter Programs* for members of the community that need to have their pets or community pets sterilized. Please call FHS at 386-445-1814, email info@flaglerhumanesociety.org for questions.

FHS has a *Wellness Clinic* for minor veterinary issues. Call 386-445-1814 for Appointments. *Low Cost Vaccination Clinics* are held on the 1st and 3rd Saturdays of every month from 1pm-3pm. No appointments are necessary for the Low Cost Vaccination Clinics.

FHS also offers a "*Pet Food Pantry*" for those that are in need of assistance. Please call for more information.

To keep up with Flagler Humane Society happenings – visit us on the FHS Facebook/Twitter, our website at www.flaglerhumanesociety.org, or via email at info@flaglerhumanesociety.org.

Pet of the Week



SHADOW

Shadow is a 5 year old shepherd/terrier mix that loves people and attention. She gets along with most dogs and doesn't seem to care about cats. She is housebroken and has great house manners. She does have a slight tilt to her head that gives her loads of character. This tilt is caused by a possible tumor that can't be operated on. She is looking for a hospice home but that doesn't mean that she can't live for quite a few years more. Come and meet this awesome girl today!

Adoption specialist:

Katrina Geigley
adopt@flaglerhumanesociety.org

Outreach Manager:

Katie Share
kshare@flaglerhumanesociety.org



Fire Department

To: Jim Landon, City Manager
From: M. C. Beadle, Chief
Date: December 2, 2016
Re: Week in Review

In the past week, the department responded to a total of 165 calls. There were five fire calls. We responded to two building fires, two rubbish fires, and one vehicle fire. A total of 105 EMS calls were logged and the balance was miscellaneous in nature. The drought index is at 377 out of a possible 800 and the fire danger is very high.

We are holding the last of the year's CPR/First Aid Training and Healthcare Provider-Basic Life Support Training this weekend. This course is designed to give students (citizens, bus drivers, teachers, daycare providers, etc.) and Healthcare Providers the ability to recognize several life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, effective, and timely manner.

We are conducting new hire assessments to fill two Firefighter/Paramedic positions. The testing consists of a written examination, EMS practical assessment, physical agility test, and a panel interview. Testing will be completed in the next two weeks.

One of our own Firefighter/Paramedics Bob Ballou participated in the 2016 Snowy Mountains ITU Cross Triathlon World Championship in Australia this past month. Ballou finished ranking #14 and #1 representing the USA! Congratulations to Bob Ballou!



**2016 Snowy Mountains ITU Cross Triathlon World Championship,
Palm Coast FF/Paramedic Bob Ballou (front row/center)**



Parks and Recreation

To: Jim Landon, City Manager
From: Alex Boyer, Parks and Recreation Director
Date: December 2, 2016
Re: Week in Review

Upcoming events and programs

The City of Palm Coast Fire Department offers CPR and First Aid Training

1. The Healthcare Provider course -- a professional certification course -- includes a multiple-choice written exam and a practical exam.
2. Workbooks for use during the class are provided. It is highly recommend that participants purchase a course workbook. The American Heart Association recommends that each student review the course information for two weeks prior to the course. Workbooks can be found at : <http://www.aha.channing-bete.com/>
3. Course available to those ages 13 and up.
4. All courses begin at 9:00 a.m. Participants should arrive a few minutes ahead of time for check-in.
5. A minimum of six persons is required for each course date. If fewer than six persons have registered, each person will be contacted to reschedule or to receive a refund.
6. Please contact CPRcertification@palmcoastgov.com with any questions.

First Aid and CPR/AED

Heartsaver First Aid is a 7-hour classroom course (***includes 1 hour for lunch***) that is designed to meet OSHA regulations. The course teaches basic first aid skills:

- Administering CPR to an infant, young child, or an adult.
- Using an Automated External Defibrillator (AED).
- Using a mask or barrier device.
- How to stop visible bleeding.
- Assist with possible sprain or broken bone.
- Securing the scene for safety.

Date: Saturday, December 3

Time: 9 am-4 pm

Fee: \$5/person; Pre-Registration required at least 48 hours in advance.

Location: Palm Coast Community Center (305 Palm Coast Pkwy NE. Palm Coast FL 32164)

ADULT PROGRAMS

AARP Driver Safety Program

The nation's first and largest classroom course for motorists ages 50 and older. This one-day course identifies ways that older drivers can compensate for the physical changes that occur as they age and helps older drivers update their driving knowledge and skills. To register contact AARP Representative Karen Zimmerman 386-585-4116.

Dates: Friday, December 16
Time: 9:00 am – 4:00 pm
Location: Palm Coast Community Center
Fee: \$20/Session (\$15/Session/AARP Member)

Adult Open Gym Basketball*

The adult co-ed basketball program is a non-competitive recreation program.

Days/ Dates: Tuesdays, September 13- December 20, 14 Meetings- \$22
Thursdays, September 15- December 22, 14 Meetings- \$22
Time: 7:00 pm – 9:30 pm
Location: Indian Trails Middle School
Ages: 18 & Up

* No Basketball Nov 22 & 24

Adult Open Gym Volleyball*

Come with friends or come alone and play Adult recreational co-ed volleyball open gym creates new “teams” weekly. Usually two nets, with teams rotating in and out of play. One net is for competitive style play and the second net is for recreational style play.

Days/Dates: Mondays, September 12- December 19, 14 Meetings- \$22
Wednesdays, September 14- December 21, 14 Meetings- \$22
Time: 7:00 pm – 9:30 pm
Location: Indian Trails Middle School
Ages: 18 & Up

**Disclaimer:* Flagler Schools may cancel program due to school activity. We will make every effort to notify participants of cancellations.

* No Volleyball Nov 21 & 23

Critic's Choice Dinner Club

Each month this “Club” visits a new restaurant, chosen by the group, to spend quality time with friends enjoying a casual dinner while rating the food and service. New members are always welcomed. Dinner and/or transportation are the participant's responsibility. Pre-Registration Required

Days/Dates: Thursday, December 8 – Ai (Palm Coast)
Time: Meet at restaurant 5:30 pm

Game Day Social

As the name suggests, Game Day Social is comprised of a lively, spirited group of individuals who enjoy the camaraderie and competition of dominos, a variety of card games or board games. Participants are encouraged to bring their favorite game or play one provided by the Parks and Recreation Department. Light refreshments are served.

Days: Tuesdays & Thursdays
Time: 12:30 – 4 pm
Location: Palm Coast Community Center
Fee: Free

Pickleball

The fastest growing sport in North America. Pickleball is sport for all ages. Played with small racquets and whiffle balls, this game is perfect for all ages. Equipment is available for rent and will be provided on the days and times below.

Days/Dates: September 6- December 16
Tuesdays, 1:00pm-3:00pm
Wednesdays, 6:00 pm – 8:00 pm
Fridays, from 11:00 am – 1:00 pm
Location: Belle Terre Park
Ages: 18 & up
Fee: Free

Wellness with Chrissy

Join Chrissy Powell, certified fitness instructor, for her fun and effective Wellness Classes! She will coach and inspire you to become healthier and stronger and to lead a more active and happier life. For more information contact instructor, Chrissy Powell at phone 386-931-7153 or Email cpowell54@cfl.rr.com

Class Schedule

- Pilates 8:30am Monday, Wednesday & Friday (Bring own mats)
- Aerobics 9:30am Monday, Wednesday & Friday
- Pilates Versa-tube 10:30am Monday & Wednesday

Women's Self Defense

Learn effective methods to ward off attackers in this three day class. Sergeant Lutz from the Flagler County Sheriff's Office will teach you skills that will make you more aware of your surroundings and methods to protect yourself and provide safety tips to implement right away. Pre-registration required and participants must attend all three classes. **Pre-Registration required at least 48 hours prior to start date and time.**

Days/Dates: Mondays: Session 3: Dec 5-Dec 15 (Dec 15 will be Thursday)
Times: 6 - 8 pm
Location: Palm Coast Community Center
Ages: 12 & Up
Fee: Free

Wood Carvers

The art of woodcarving has a history that spans centuries. At its core, woodcarving transforms a piece of wood into a masterfully crafted work of art. Join this group of gifted carvers as they share their skill and know how in this informal teaching atmosphere. The woodcarving group is a mixed group of men and women at all levels and abilities. Visitors are welcome.

Days/Time: Tuesdays from 1pm - 4pm

Location: Palm Coast Community Center

Fee: Free

Discover Trips

The registration fee includes: round-trip, motor coach transportation to and from destination and admission fees for the attraction. Payment is due at time of registration. Limited number of spaces available so register early. Registration is on a first come, first serve basis.

Gaylord Palms ICE Show

Marvel at dozens of lavish holiday displays that include more than 2 million twinkling Christmas lights and acres of larger-than-life decorations at our Orlando Christmas celebration. Enjoy heartwarming visits with Santa, Cirque Dreams Unwrapped Live Stage Show, ICE! featuring the classic poem 'Twas the Night Before Christmas. We will enjoy lunch on our own in one of the Gaylord Palms restaurants. Dress warm as temperatures are below freezing in the ICE museum. **Pre-Registration required by Friday, December 2, 2016**

Day/Date: Friday, December 16, 2016

Time: Depart the Palm Coast Community Center: 8:30 am (Performance begins at 1:00 pm)
Return to the Palm Coast Community Center at approx.: 6:30 pm

Location: Orlando, Florida

Fee: \$57/person

Lunch N' Lecture Series

Join professionals during lunch for informational discussions on topics that may affect the lives of our adult community. **Pre-Registration required 48 hours prior to the program date and while space is available.**

Time: 11:00 am -12:30 pm

Location: Palm Coast Community Center, 305 Palm Coast Parkway, NE

Fee: FREE

TODDLER PROGRAMS

Pre-Registration required at least 48 hours prior to start date and time of all Toddler Programs

Teddy Bear Picnic

Children will bring their favorite teddy bear for story time, game playing or craft and a snack. This monthly programs offers a unique experience for toddlers and their parent.

Day: Mondays

Dates/Theme: December- 5th Snow much fun.

Time: 10 – 10:30 am

Location: Palm Coast Linear Park

Age: 2 - 5 years old

Fee: Free

Little Chefs

Bring your “Little Chef” to the Palm Coast Community Center, where they will learn how to make a healthy, tasty snack and learn cognitive skills.

Days/Dates: Tuesdays

December- 20th

Times: 10 – 11am

Location: Palm Coast Community Center

Age: 2 - 3 years old

Fee: \$8

Little Picassos

Lil Picassos is designed to help your little artists discover their inner Picasso as they discover own unique style. Children will learn fundamental art concepts by creating a fun & unique work of art.

Days/Dates: Thursdays

December- 15th

Time: 10 – 11am

Location: Palm Coast Community Center

Age: 2 - 3 years old

Fee: \$8

YOUTH PROGRAMS

Pre-Registration required at least 48 hours prior to start date and time of all Youth Programs

Kindercooks

Bring your “Kindercook” to the Palm Coast Community Center where they will learn to make foods, tasty treats, and gain important motor skills. Your “Kindercook” will grow in confidence and soon be able to assist in the kitchen.

Days/Dates: Tuesdays

December-20th

Time: 11am-12pm

Location: Palm Coast Community Center

Age: 4 – 5 years old

Fee: \$8

Jack Frostivities- Holiday Break Camp

Your child's day will be filled with a variety of age appropriate fun-filled themed activities such as arts and crafts, stories, recreational games, nature hikes. Campers must bring their own lunch and snack each day.

Day/Dates: Week 1- Monday-Wednesday December 26th-30th

Week 2- Monday-Wednesday January 2nd-6th

Times: 9am-4:30pm (extended care 7:30am-9:30am & 4:30pm-6:00pm)

Location: Palm Coast Community Center

Grades: K-8 (grade currently enrolled)

Fee: \$15 per day/ \$65 for week (extended care hours \$10 each) **Registration Deadline: 48 hours prior to start date**

SPECIAL EVENTS

For information on all events visit our website at: <http://www.palmcoastgov.com/events>

Starlight Event and Parade

Day/Date: December 10

Time: 4pm-6pm Parade starts at 7pm

Location: Central Park in Town Center





Event Calendar for 12/2/2016 through 12/31/2016

12/2/2016 12:30 AM

German American Friendship Club - Christmas luncheon dance

Halifax plantation golf club

12/2/2016 9:00 AM

Florida Winter Cup

Indian Trails Sports Complex

12/2/2016 6:30 PM

Fantasy Lights Festival Performance

Central Park in Town Center

12/2/2016 7:00 PM

Choral Arts Society Christmas Concert

St Thomas Episcopal Church

12/2/2016 7:00 PM

Blessed Daughters Monthly Retreat

Palm Coast Community Center

12/3/2016 12:00 AM

Outdoor Stage Ribbon Cutting

PCAF Park

12/3/2016 8:00 AM

Flagler Audubon Society Bird Walk

Various parks around Flagler County

12/3/2016 9:00 AM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center



Event Calendar for 12/2/2016 through 12/31/2016

12/3/2016 9:00 AM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/3/2016 10:00 AM

Christmas Festival

St Mark by the Sea Lutheran Church

12/3/2016 11:00 AM

Elks 2709 Annual Memorial

Palm Coast Elks Lodge #2709

12/3/2016 6:30 PM

A Holiday Showcase Presented by The Spotlight Performers

Palm Coast Community Center

12/3/2016 6:30 PM

Annual Fantasy Lights Festival Musical Performance

Central Park in Town Center

12/4/2016 8:00 AM

RUMMAGE SALE

Temple Beth Shalom

12/4/2016 3:00 PM

Choral Arts Society Christmas Concert

St Thomas Episcopal Church

12/4/2016 6:30 PM

Santa in Santa's Village

Central Park in Town Center



Event Calendar for 12/2/2016 through 12/31/2016

12/5/2016 5:00 PM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/6/2016 9:45 AM

Hadassah gives Huggables

Flagler Pines Rehab

12/7/2016 10:00 AM

People's Friendship Club Weekly Meeting

Palm Coast Community Center

12/7/2016 5:00 PM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/7/2016 6:00 PM

Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor

12/8/2016 5:00 PM

Chez Jacqueline Fashion Show

Chez Jacqueline

12/9/2016 6:30 PM

Annual Fantasy Lights Festival Musical Performance

Central Park in Town Center

12/9/2016 7:00 PM

Holiday Concert - Community Chorus of Palm Coast

Trinity Presbyterian Church, 156 N. Florida Park Drive, Palm Coast, FL 32137



Event Calendar for 12/2/2016 through 12/31/2016

12/10/2016 12:00 AM

Second Saturday Plant Sale

Washington Oaks Gardens State Park

12/10/2016 9:00 AM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/10/2016 1:00 PM

Home for the Holidays Open House

Various Open House listing locations in Palm Coast

12/10/2016 4:00 PM

Annual Starlight Holiday Event

Central Park in Town Center

12/10/2016 7:00 PM

Annual Starlight Holiday Parade

Central Park in Town Center

12/11/2016 4:00 PM

Holiday Concert - Community Chorus of Palm Coast

Trinity Presbyterian Church, 156 N. Florida Park Drive, Palm Coast, FL 32137

12/12/2016 9:00 AM

Blanketeers

Flagler County Library

12/12/2016 3:30 PM

Alzheimer's Caregiver Support Group

Saint Elizabeth Ann Seton Catholic Church



Event Calendar for 12/2/2016 through 12/31/2016

12/12/2016 5:00 PM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/14/2016 10:00 AM

People's Friendship Club Weekly Meeting

Palm Coast Community Center

12/14/2016 5:00 PM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/14/2016 6:00 PM

Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor

12/15/2016 6:30 PM

Annual Fantasy Lights Festival Musical Performance

Central Park in Town Center

12/16/2016 8:00 AM

Discover Trips to Gaylord Palms ICE Show

Palm Coast Community Center

12/16/2016 5:00 PM

Christmas with a Deputy at the Fantasy Lights Festival

Central Park in Town Center

12/17/2016 9:00 AM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center



Event Calendar for 12/2/2016 through 12/31/2016

12/17/2016 6:00 PM

Annual Holiday Boat Parade

Palm Coast waterways

12/17/2016 6:00 PM

Starlight 5K Run in Central Park

Central Park in Town Center

12/17/2016 6:30 PM

LATKA PARTY

Temple Beth Shalom

12/19/2016 5:00 PM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/21/2016 10:00 AM

People's Friendship Club Weekly Meeting

Palm Coast Community Center

12/21/2016 5:00 PM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/21/2016 6:00 PM

Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor

12/26/2016 5:30 PM

Alzheimer's Caregiver Support Group

Saint Elizabeth Ann Seton Catholic Church



Event Calendar for 12/2/2016 through 12/31/2016

12/28/2016 9:00 AM

PDA Girls NPA Soccer Showcase

Indian Trails Sports Complex

12/28/2016 5:00 PM

Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

12/28/2016 6:00 PM

Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor



Memorandum

To: Jim Landon, City Manager
From: Richard Adams, Utility Director
Date: December 1, 2016
Re: Week in Review

- The average water demand for this week was 8.002 million gallons per day. The average wastewater flow was 6.001 million gallons per day.
- Crews installed 24 new domestic water meters and 3 reuse meters.
- There were a total of 34 calls after hours.
- There were 144 disconnects for non-payment this week.
- On Tuesday at 6:30 PM, the 6" Tee fitting at the intersection of Point of Woods and Ponce Place split. This affected 18 homes for approximately 4 hours.
- This week crews went to the Hammock to excavate and raise meter pits covered by hurricane Matthew. These meters were covered by sand were no longer readable.
- Wastewater crews installed 5 new pep pumps, replaced 1 pep tank and installed 2 sewer taps. They also replaced 31 pep pumps, 9 electric assemblies, 27 floats, 3 cleanout caps, 8 ball valves, 8 valve boxes and installed 1 riser and 1 pep panel.
- Wastewater crews inspected via CCTV, 3,454 feet of gravity sewer and inspected 32 manholes.
- Water Treatment Plant #3 – Installed door hoods on the north chemical building roll up doors.
- Water distribution crews repaired 3 service lines, replaced 17 meter pits, and tested and repaired 120 backflow preventers.
- The Environmental Compliance Manager made contact with University of Florida Professor to discuss potential options of lime sludge reuse and disposal.



NEWS RELEASE – City of Palm Coast

Contact: Cindi Lane, Communications & Marketing Manager
386-986-3708; cell 386-214-4729

Dec. 2, 2016

C.H.I.R.P. program honored with NEFRC's 2016 'Excellence in Education Award'

Palm Coast – The City of Palm Coast's C.H.I.R.P. (Children Helping in Resource Protection) program, which provides free, hands-on, conservation-focused field trips to hundreds of Flagler schoolchildren each year, won the Excellence in Education Award from the Northeast Florida Regional Council on Thursday.

The award was accepted by Palm Coast Urban Forester Carol Mini, who directs the program, and Utility Chief Operator Peter Roussell, one of the many City employees who lead the field trip eco-stations. The awards presentation was held in Jacksonville. NEFRC is a network of local governance serving seven counties and their 27 municipalities.

"The selection committee was quite impressed by the program's longevity, scope and reach," said Brian Teeple, CEO of the Northeast Florida Regional Council.

C.H.I.R.P. began in 2008, and since then has educated more than 4,500 Flagler students from kindergarten through 12th grade. The City partners with state and local agencies for the field trips with the mission of providing a fun, interactive, hands-on learning experience that inspires students' ambitions, curiosity and passion for their environment.

The field trips are based at three City parks: Linear Park, Waterfront Park and Long Creek Nature Preserve. Students rotate between eco-stations focusing on topics such as wetlands vs. upland species, watersheds, pollution, planning, design, native and protected wildlife, invasive vs. native plants, safe boating and wildfire management. Each event is tailored to the visiting grade level and the curriculum in the classroom.

"Our philosophy is that if you teach children when they're young about the importance of conservation and respect for nature, that's a lesson they'll carry with them for a lifetime," Mini said. "It makes them more responsible adults to protect our natural resources."

"The C.H.I.R.P. team is honored that our program was selected for the NEFRC award," she said. "We are proud to play a role in raising children's environmental awareness; they are the future stewards of Florida's natural resources."

For more information, contact Palm Coast Communications & Marketing Manager Cindi Lane at clane@palmcoastgov.com or 386-986-3708.



NEWS RELEASE – City of Palm Coast

Contact: Cindi Lane, Communications & Marketing Manager
386-986-3708; cell 386-214-4729

Nov. 29, 2016

Celebrate the holidays at Palm Coast Starlight Event & Parade on Dec. 10

Palm Coast – Celebrate the holiday season with your family, friends and neighbors at the City of Palm Coast’s Starlight Event & Parade on Saturday, Dec. 10, at Central Park in Town Center, 975 Central Ave., Palm Coast. Admission is free.

The day kicks off with the pre-parade Starlight Event from 4 to 6:30 p.m. featuring live entertainment including DJ Vern and music by students from Flagler Palm Coast High School; visits with Santa (from 4:45-6:30 p.m.); and children’s activities to include candy cane ornaments, sand art, a snowman activity, the Fire Safety trailer, Monkey Motion Bungee and PK Soccer Shootout.

At 7 p.m., the Starlight Parade will get under way – featuring colorful lighted floats, talented marching bands, and prizes for the top entries. The parade route will begin near the Round-About on Central Avenue (near entrance to the Landings Apartments) and head east; turning north onto Park Street, east onto Lake Avenue, and south on City Place; then continuing south of Bulldog Drive.

This year’s grand marshals will be the Top Ops National Championship “Water Buoys” team from the City of Palm Coast’s Utility Department. Team members Fred Greiner, Tom Martens and Peter Roussell, coached by Jim Hogan, won the national championship in June for the sixth time since 2006. The annual contest, done brain-bowl style, recognizes and promotes excellence in all aspects of water operations. Palm Coast’s team also won the American Water Works Association’s state championship this year.

The commentators for the Starlight Parade will be Palm Coast Fire Chief Michael C. Beadle and his wife, DeeDee Beadle. The Starlight Event & Parade is sponsored by Palm Coast Ford and the Palm Coast Observer.

The pre-parade entertainment schedule is as follows:

- 4 p.m. – DJ Vern kicks off the Starlight Event
- 4:15 – Santa arrives; visits and photos from 4:15-6 p.m.
- 4:30-5 p.m. – DJ games at the stage in Central Park
- 5-5:30 p.m. – Performances by Flagler Palm Coast High School soloists

Bring your own camera for photos with Santa. A variety of food and treats will be available for purchase. Live entertainment is free. Some of the children's activities are free of charge, while others have a ticket price. The Starlight Event will wrap up at 6:30 p.m. to give everyone a chance to get into place for the start of the annual Starlight Parade.

For more information, visit www.palmcoastgov.com/starlightparade or contact the Palm Coast Parks and Recreation Department at 386-986-2323.



NEWS RELEASE – City of Palm Coast

Contact: Cindi Lane, Communications & Marketing Manager
386-986-3708; cell: 386-214-4729

Nov. 30, 2016

City of Palm Coast completes collection of hurricane debris

Palm Coast – The City of Palm Coast has completed its collection of hurricane debris and has resumed normal operations for regular, weekly yard trash pickups.

The City has compiled a list of the remaining piles of construction-type debris, such as fence panels, and the hurricane debris contractor will be picking those up from Palm Coast neighborhoods over the next few days.

Aside from the addresses already on that list, no additional hurricane debris pickups will be made – whether for vegetative (branches, leaves) or construction-type debris.

As a reminder to residents, vegetative debris in the amount of 4 cubic yards or less (bagged, canned or loose debris) is collected by Waste Pro as part of Palm Coast's regular, weekly yard trash collection service.

For yard trash debris in large piles (greater than 4 cubic yards), Waste Pro will tag the pile with a price for collection. The resident should then call Waste Pro directly at 386-586-0800 to arrange for the pickup service at that cost. Residents can also arrange for private pickup of the large debris pile on their own.

Construction/demolition materials such as fence panels or roof shingles are not picked up by Waste Pro and should not be placed at the curb. Residents who are making repairs should confirm with their contractor that they will be removing all construction debris from the property.

Contact Palm Coast Customer Service at 386-986-2360 with any other questions.



NEWS RELEASE – City of Palm Coast

Contact: Cindi Lane, Communications & Marketing Manager

386-986-3708; cell: 386-214-4729

Nov. 30, 2016

Palm Coast firefighters continue to monitor smoldering debris pile off U.S. 1

Palm Coast – Palm Coast firefighters are continuing to monitor a smoldering hurricane debris pile that accidentally caught fire Monday during incineration. The fire is under control and poses no threat to nearby properties or the remaining debris.

The site is at the temporary debris storage site on City-owned property just off U.S. 1 between Palm Coast Parkway and Matanzas Woods Parkway.

Palm Coast Fire Chief Michael Beadle said the smallest of three debris piles caught fire Monday morning from embers that escaped the incinerator pit being used to dispose of the debris. Because of the large size of the pile and its vegetative contents (dead branches, leaves and logs), the fire burned quickly and at a very high temperature. Although the fire was quickly contained, it is expected to continue smoldering for several days. Firefighters will stay at the site to ensure it doesn't spread or create any problems.

Depending on wind direction, nearby residents and motorists in the area may notice smoky conditions. On Tuesday, residents in the B Section and L Section could smell the smoke.

After Monday's fire, the City decided to discontinue incineration as a means to dispose of the hurricane debris. Instead, the City will chip up the debris and have it removed from the site. The amount of vegetative hurricane debris collected totaled 127,856 cubic yards. Two huge debris piles – each about the size of a football field – will be chipped up and removed.

For more information, contact Cindi Lane, Communications & Marketing Manager, at 386-986-3708 or clane@palmcoastgov.com.