

Living the Florida Dream



CA Vision...

A Plan...

A Quality of Life.

2005 ANNUAL REPORT



Incorporated 1999

Leadership Message



City Manager Richard Kelton and Mayor James Canfield

Palm Coast became a spirited young six-year old in 2005. And much like those who grow so swiftly, the City experienced a series of joys, defeats, honors and, indeed, an abundance of growing pains along the way. Being recognized as the fastest growing small city in the nation in 2005 by the U.S. Bureau of the Census brought challenges to the City along with its national recognition. Government officials have done their utmost to meet these challenges, addressing infrastructure and quality of life issues that affect the lives of all who have come to make this city their home. Six years into the new century, Palm Coast remains vital, vibrant and a great place to live.

The voter rejection of a \$22 million bond issue to build a new City Hall and a \$10 million bond issue to pay for the construction of two community centers turned out to be a significant event in 2005. At the close of the year, City Council members appointed an Advisory Committee to study the feasibility of the City building one new community center. The group was charged with seeking public input and producing a recommendation based on its findings. The results of these findings will be presented to the Council in 2006.

A respected member of Palm Coast's original City Council and a City Vice Mayor for two years passed away in 2005. Ralph Carter was a strong city leader and a fair-minded Council Representative who took into account the interests of all citizens of Palm Coast.

Council Member Alan Peterson was elected to the City Council to fill the seat previously held by Mr. Carter. Mr. Peterson is a retired banker who served as a Council Member in his hometown of Pembroke, Mass. He received 54% of the popular vote in Palm Coast's November election.

Growth management brought the greatest challenge to Palm Coast in 2005. When the City incorporated in 1999, 29,000 people lived within its boundaries. Population figures report 64,500 residents living in the city as of December, 2005, and projections of 87,000 by 2010. This rapid growth prompted City Council to set traffic and stormwater as their goals for future attention. New City Capital Projects and Traffic Engineering Departments are planning, redesigning, upgrading and constructing roadways, traffic signals and street lighting to address these growth patterns.

The City's Sixth Birthday on December 31, 2005 generated two celebrated events. Hundreds of people took a memorable 4-mile Healthy Living Walk with the City Council along the St. Joe Walkway. Community members enjoyed a commemorative dinner on that same evening, hosted by the Palm Coast Historical Society.

People moved to Palm Coast to enjoy the exceptional quality of life offered in this beautiful city. To that end, the City Council voted to build an affordable public tennis facility in town and to work with Flagler County to construct a new public golf course.

The City Council has set the following goals to address long and short term City needs from 2006-2011:

- Improve Mobility and Transportation
- Enhance Recreation and Leisure, Arts and Culture
- Expand Services for Seniors
- Maintain a Range of Housing Options
- Maintain and Improve Public Infrastructure
- Increase Effectiveness of Public Services
- Maintain and Enhance Visual Attractiveness and Distinctiveness of the City
- Maintain a Safe Community
- Expand Open Space
- Develop Growth Management Options
- Continue Business Retention, Targeted Annexations

It is our hope that you will spend time reading this 2005 Annual Report and that you will applaud your city's accomplishments and support its efforts to achieve its goals. 300 City of Palm Coast employees continue to diligently serve the needs of its citizens, working together to make all citizens proud and ensure that all residents are truly living their Florida dream.

City Council with Vision

The City of Palm Coast incorporated in 1999, instituting a Council-Manager form of government. This forum establishes a representative system where power is concentrated in the elected council and council hires a professionally-trained manager to oversee the delivery of services.

Palm Coast's five-member City Council is elected at large and serves staggered four-year terms. One Council Member is elected as Mayor. The promulgation and adoption of policy are the responsibility of the Council and the execution of policy is the responsibility of the Council-appointed City Manager.

The City Council meets in regular session on the first Tuesday of each month at 6:30pm and the third Tuesday of each month at 9:00am. Meetings are held at the City's Community Center, 305 Palm Harbor Pkwy. NE. The Council provides live audio of meetings in the agenda/minutes section of the City's website. To listen via computer requires a Microsoft Windows Media Player (which is installed on most Windows-based computers) or it can be downloaded for free at www.microsoft.com/windows/windowsmedia Meetings are also televised every Thursday at 5:00pm on Bright House Cable TV Channel 2. Meeting agendas and minutes are available at the City's website, www.ci.palm-coast.fl.us



Palm Coast City Council, left to right:
Council Member Mary DiStefano
Council Member William Venne
Mayor James Canfield
Council Member Jon Netts
Council Member Alan Peterson



An Economic Update...



The City of Palm Coast has been recognized as the fastest growing 'micropolitan' city in the nation for the last two years. With all of the national attention referencing our growth, one would believe that stimulating economic development growth is relatively a cake walk. This is not the case. Meeting with and attracting the right mix of commercial/retail development in Palm Coast is an ongoing program of working directly with developers and site locators as well as working with Enterprise Flagler and Cornerstone Marketing Alliance-the region's most successful economic development organization.

In 2005, the City of Palm Coast became a member of the Cornerstone Marketing Alliance, a regional business economic development marketing organization that includes six (6) other central Florida regional counties. The City anticipates that this will assist in bringing the commercial retailers to the community as well as the big box companies whose consumer goods are always in demand. In the coming year, the City will see numerous national companies establishing their retail roots in our community.

Palm Coast has partnered with the U.S. Small Business Administration to assist the small business entrepreneur who is thinking about starting his/her own business or expanding an existing business. The alliance with the SBA is a goal of the City Council to assist in maintaining and strengthening the city's economy by offering opportunities to small businesses. Joint efforts have brought forth an extensive menu of helpful programs for women, veterans, exporters, franchises, small and rural businesses.

One most frequently asked question in Palm Coast continues to be, "what properties are available for commercial, industrial or retail developments?" In 2005, the City designed a web site link that addresses available commercial property. The Commercial Property Information



System is a free public service to property owners and potential property purchasers. Any individual, private or agent, can use the service to list commercial properties that are available in the City of Palm Coast. The listings may be viewed on the City's website, www.ci.palm-coast.fl.us. You may browse available properties by Zoning Type (Commercial, Industrial, etc.)

The City of Palm Coast Business Journal was developed in October, 2005. This quarterly supplement to the local News-Tribune opens a brand new era for business in the local rapidly expanding commercial marketplace. It will serve as a guide to a comprehensive review of local business activities and a nucleus for Palm Coast professionals to grow and expand their businesses.

In 2005, the Mayor and City Council achieved one of their community Quality Goals with their approval of the first 'aging-in-place' community to be built in Palm Coast. The new CCRC (Continuing Care Retirement Community) will consist of independent adult-only condos, townhomes and single family residences with Assisted Living, Skilled Nursing and Alzheimer's facilities located on the same campus. The myriad of accommodations afford those who wish to live independently the opportunity to grow old gracefully with dignity and remain in Palm Coast for the rest of their lives. Baby Boomers who are caring for an aging relative can



comfortably re-locate to Palm Coast for business or retirement purposes. Relocation becomes a smooth transition without disruption of family responsibilities.

There are numerous business incentives for a company to relocate and/or develop in the City of Palm Coast. To inquire about an economic development incentive, contact the City's Special Projects Coordinator, Ira Corliss at 386-986-3717 or email at icorliss@ci.palm-coast.fl.us.



A New Department Addresses City's Needs



In November, 2005, the City Council approved the creation of the Capital Projects Department to manage the City's Capital Improvement Program. The Department is responsible for the administration, direction and control of the planning, design and construction of major roadway, recreation and fire department Capital projects, from conception to completion. Close coordination is also maintained with the Public Works, Engineering/ Stormwater and Community Development Departments. Department staff is charged with completing Capital Projects on schedule and within established budgets while maintaining a high level of quality.

The City began an aggressive plan to provide improved roadway access to city growth areas in 2005. A substantial \$102 million capital improvement program will target transportation projects for the next several years.

SIGNIFICANT ACHIEVEMENTS

Design Starts

Old Kings Rd. 4-Laning from SR 100 to Palm Coast Pkwy.
Brushwood Lane/Palm Coast Pkwy intersection improvements
Palm Harbor Pkwy/Palm Coast Pkwy intersection improvements
Royal Palms Pkwy paved shoulders
Belle Terre Pkwy 4-laning project from Palm Coast Pkwy to Matanzas Woods Pkwy
Cypress Knoll Neighborhood Park
Heroes Park
Belle Terre Park improvements

Design Completions

Old Kings Rd/Palm Cost Pkwy intersection improvements
Cypress Point Pkwy/Palm Coast Pkwy intersection improvements
Palm Coast Fire Station Spatial Needs Assessment

Construction Starts

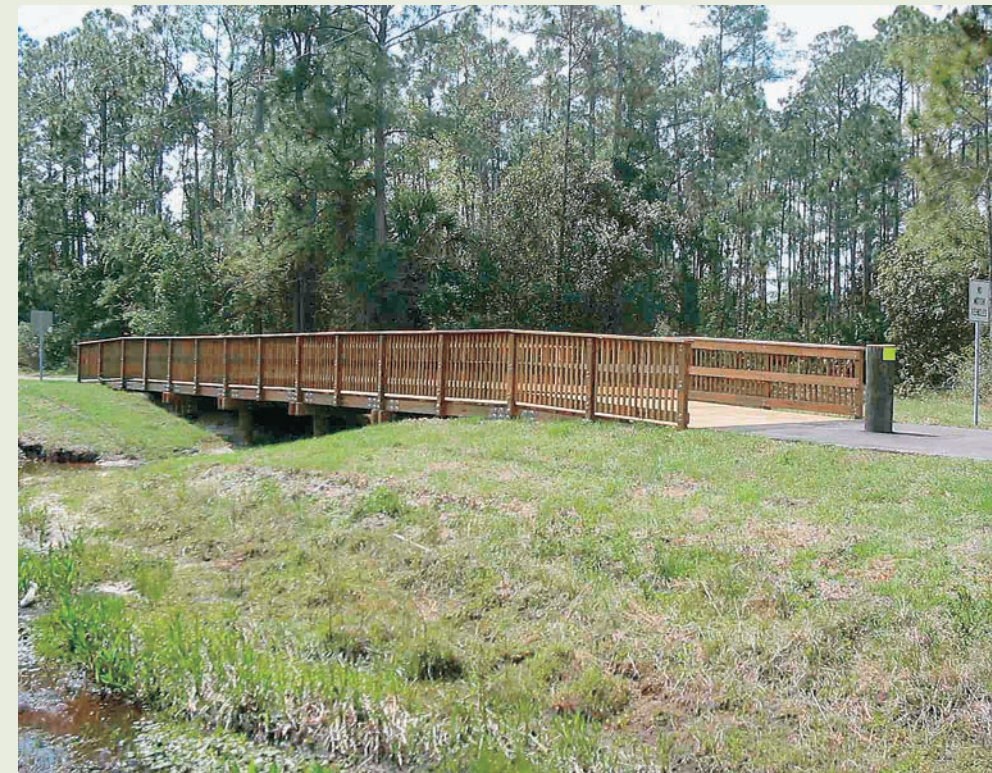
Pine Lakes Pkwy multi-purpose path and paved shoulders
Rymfire Drive/Belle Terre Pkwy intersection improvements including signalization
Seminole Woods Neighborhood Park
Palm Coast Pkwy decorative lighting
Palm Coast Pkwy street lights from Belle Terre Pkwy to US Route 1
St. Joe's Linear Park

Construction Completions

Clubhouse Drive/Palm Coast Pkwy signalization
Florida Park Dr./Palm Coast Pkwy eastbound signalization
Bellaire/Belle Terre Pkwy signalization
Pine Lakes Pkwy (N)/Belle Terre Pkwy signalization
Palm Harbor Pkwy overlay and paved shoulder project
Whiteview Pkwy/Belle Terre Pkwy intersection improvements and signalization
Matanzas Woods Pkwy lighting



A Maintenance Operation Making Life Better for Residents



Palm Coast's Public Works Department continues to expand enormously, alongside the city's population growth. Department components include the maintenance of streets, drainage, fleet and facilities and sign shop. Public Works strives to preserve Palm Coast's high standards for improving and maintaining infrastructure by managing the city's 533 miles of paved streets, 1,000 miles of drainage swales, 12 bridges and boxed culverts, 26 miles of sidewalks and bikeways. The Department is also responsible for pothole repair, valley gutter replacement, contractor pavement damage, parkway maintenance, litter removal, traffic signs and signals, administration of the City's Solid Waste contract, storm debris removal and emergency response.

Public Works added a City Traffic Engineer to their Department in 2005. Andrew Ames will address the level of service across Palm Coast's traffic system. The study, design, construction and maintenance of traffic control devices throughout the City will be the department's main focus, including roadway lighting, pavement marking, traffic signals, traffic studies and design reviews.

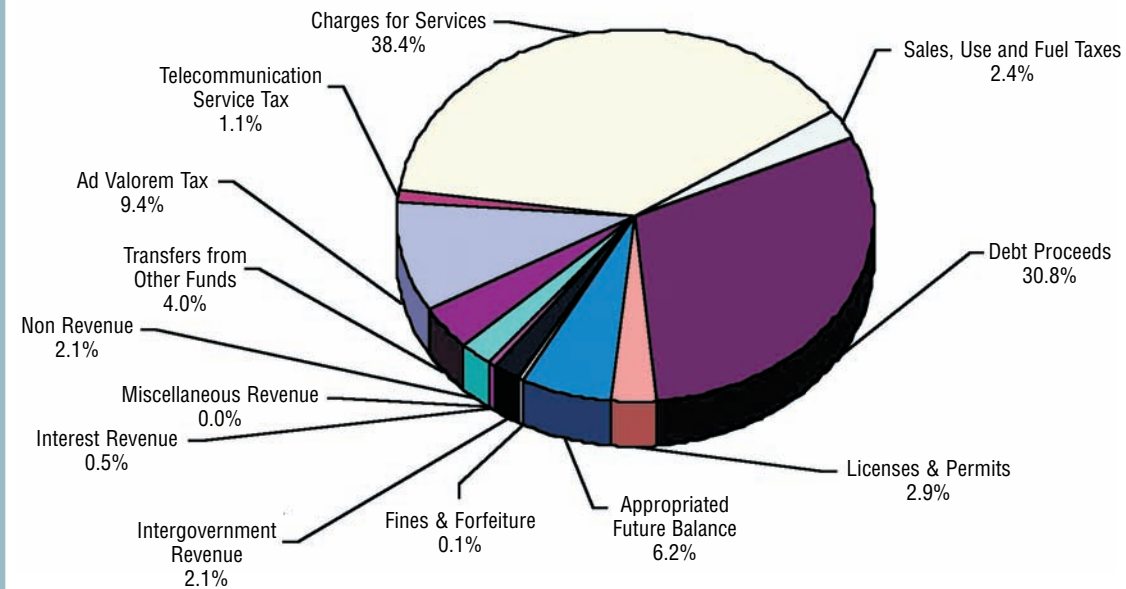
Significant Achievements in 2005:

- Resurfaced 50 miles of roadway
- Waste Management implemented an automated garbage removal system in a portion of the B section.
- Purchased a Vac-Tron, used to clean blocked culvert pipes. The machine has contributed significantly to easing swale drainage throughout the city.
- Replaced 47 valley gutters
- Created 539 field signs
- Installed 1.67 miles of sidewalk/bicycle paths along Palm Harbor Pkwy.
- Repaired 428 potholes.



A Financially Strong and Stable City

REVENUES BY SOURCE
FISCAL YEAR 2006



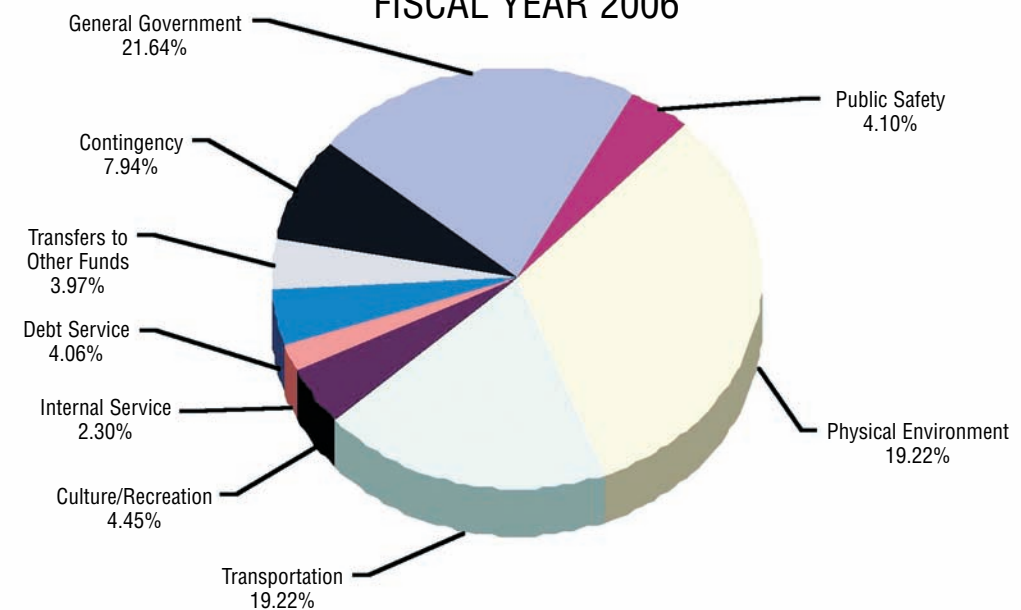
The preparation and adoption of the Annual Budget is one of the most important actions carried out by the Palm Coast City Council and City staff. To achieve the best results in the planning and delivery of community services, key financial decisions must be made. The finished product is designed to provide the citizens of Palm Coast with the full budgetary complement of municipal services in an efficient and effective manner. The process provides a forum to accumulate fiscal and performance data concerning local services.

The 2005-06 City Budget's adoption and execution addressed the priorities established by the City Council,

ensuring the long term financial viability of the City. It also diversified and strengthened the City's economy.

In 2005, the City of Palm Coast was awarded its fourth consecutive "Certificate of Achievement for Excellence in Financial Reporting" by the Government Finance Officers Association of the United States and Canada. This honor, awarded for the City's comprehensive Annual Financial Report, is the highest form of recognition in the area of governmental accounting and financial reporting and its attainment represents a significant accomplishment by a government and its management.

EXPENDITURES BY FUNCTION
FISCAL YEAR 2006



GENERAL FUND

BUDGETED REVENUES AND EXPENDITURES

FISCAL YEAR 2005 - 2006

REVENUES

Ad Valorem Taxes	\$10,246,000
Sales, Use, and Fuel Taxes	15,700
Franchise Fees	-
Utility Services Taxes	-
Telecommunication Service Tax	1,714,300
Licenses & Permits	4,308,800
Intergovernmental Revenue	3,251,600
Charges for Services	3,193,821
Fines & Forfeitures	180,400
Interest Revenue	109,500
Miscellaneous Revenues	2,100
Non Revenues	1,000,000
Transfers from Other Funds	659,165
Debt Proceeds	-
Appropriated Fund Balance	3,134,836

TOTAL REVENUES **\$27,816,222**

EXPENDITURES

Mayor and Council	\$57,398
City Manager	410,883
Community Relations	606,543
City Attorney	400,000
City Clerk	252,932
General Services	1,156,641
Information Technology and Communications	2,138,145
Community Development	1,474,223
Building and Code Administration	3,582,786
Fire	4,170,332
Law Enforcement	2,303,550
Public Works	5,369,515
Recreation and Parks	2,260,984
Engineering	1,300,541
Non-Departmental	2,331,749

TOTAL EXPENDITURES **\$27,816,222**



A Billion Drops of Water... the Sustenance of Life



Palm Coast's Utility Department provides high quality, safe drinking water and environmentally responsible wastewater service to city residences and businesses, as well as to various territories outside the city limits. The process begins at the raw water source (wellfields) and ends with treated wastewater effluent and residuals reuse. In addition, the Utility works with developers and builders as necessary to provide service to our growing community.

In 2005, the Utility continued to focus on providing its customers the highest level of service while maintaining fiscal responsibility. In May, a Resolution was passed by City Council establishing conservation rates for water use and higher impact fees for new construction. The conservation rates resulted in a small decrease in the cost of water for the average

customer while placing a premium on heavy users. The new impact fees helped to finance the City's revised Capital Improvement Plan designed to keep pace with projected growth. As the Utility nears completion of a \$13 million expansion to its wastewater treatment facility, staff embarked on building a new water treatment plant. Initially designed to produce three million gallons per day of high quality drinking water, current estimates put the cost of the plant and associated wellfields at nearly \$20 million. In addition, the Utility's consultants are wrapping up design of Phase I of a new reuse system that will deliver advance treated wastewater to Town Center and The Conservatory to be used for irrigation and thereby reducing the community's use of groundwater for non-potable purposes.

In December, 2005 the St. Johns River Water Management District Board issued a 10-year Consumptive Use Permit to the City of Palm Coast, allowing the Utility to withdraw 1,478.61 million gallons per year for residential, commercial and industrial use. The permit allows the city to expand its water system capacity necessary to supply the growing need for citizens and for surrounding unincorporated Flagler County.



The Palm Coast Water Utility Monitors:

- 37 Water Supply Wells
- 500+ Miles of Water Mains
- 5 Water Storage Tanks
- 3,600 Fire Hydrants
- 39,000 Meters Read
- 134 Wastewater Pump Stations
- 10,000 PEP Units
- 3 Wastewater Effluent Disposal Sites

Significant Achievements in 2005:

- Activation of Wells SW-42, SW-83 and LW-49 with Associated Pipelines
- Drilling SW-13 Replacement Well
- Drilling and Activation of Well SW-41
- Expansion of Water Treatment Plant Number Two from 3.19 to 6.38 Million Gallons per day.
- \$2.3 Million Improvement to the Wastewater Collection System including Parallel Force Mains and Pump Station Upgrades
- Wastewater Treatment Plant Re-Rate from 4.0 to 4.55 Million Gallons per day

Projects Underway:

- Activate One Additional Well in Floridan Aquifer and Associated Pipelines
- Expansion of Wastewater Treatment Plant from 4.55 to 6.8 Million Gallons per day
- State Road 100 Water Main from Old Kings Road to Colbert Lane.
- Installation of Booster Pumps and Control Systems at the Elevated Tanks





A Place for Peace, Joy and Fun



Recreation and Parks in Palm Coast enrich the lives of all residents and visitors by providing high quality, safe recreation and parks facilities and programs. The City offers a variety of leisure programs for every resident, from hiking, boating, music, dancing, fishing, swimming, exercise and biking for adults and seniors to sports, movies, games and special events for teens and children. Recreation programs increased by 50% in 2005.

The City proudly opened a comprehensive new recreation facility in 2005. The Indian Trails Sports Complex boasts four lighted baseball/softball fields with a central concession stand, four lighted soccer fields, two covered pavilions with picnic tables and a playground. The Complex hosted both a State and an American Youth Soccer Association tournament this year, as well as a 3v3 tournament for 130 teams.



Dedicated to the environment and preserving natural beauty in Palm Coast, the City partnered with the Trust for Public Lands to establish the Palm Coast Park Greenway Project and purchased a unique piece of property on Greenway Ct. off Colbert Lane, between Palm Coast Parkway east and west bound. The fifty-five acre Linear Park will be preserved and built as a passive recreational-use park, offering two miles of trails, canoe/kayak launch, three family pavilions, playground, bocce ball and shuffleboard courts.

Significant Achievements in 2005

- Holland Park renovations were completed, adding two soccer fields and a fenced baseball field to the facility.
- Over 10,000 swimmers utilized the Frieda Zamba Swimming Pool in its first full year of City operation.
- Free Center Stage Concerts began in 2005, thanks to a Recreation & Parks partnership with the Daytona Beach Community College.
- Recreation & Parks distributed \$35,000 to local cultural arts organizations.
- Recreation & Parks commenced two partnerships: one with the Flagler County Adult Education program for sponsorship of the Community Band and one with Matanzas High School for the use of sports fields and programs.
- The City Council directed the Department to work on design and construction of a public lighted tennis clay court center.



An Automated & Technological Approach to Communication

As the largest City in the fastest growing County in the nation, Palm Coast is committed to utilizing automation and technology to improve customer service and maximize information availability. The City's website has been a vital tool for introducing higher levels of customer service, reducing call volume and spotlighting a fitting online representation of what the City has to offer.

In February, 2005, the City launched a brand new website, completely redesigning all of its pages. Website design and development was performed internally with select website features and services provided through partnerships with third party vendors. The website currently offers over 1,500 electronic documents (PDF) available for download and provides 100% of forms and applications accessible online. A website search engine was implemented to provide users with quick access to the information they seek.

Also in February, the Citizen Issue Tracing System (CITS) was launched enabling citizens to submit comments online. CITS provides residents with an online alternative to phoning in questions/concerns while allowing the City to better track trends through sophisticated backend reporting.

In April, Palm Coast introduced live streaming audio for all City Council meetings as well as departmental meetings. Citizens with internet access can tune into meetings from the comfort of home. Audio from each meeting is archived and made available for streaming within 24 hours of the meeting's conclusion.

In July of 2005, the City launched a new Online Utility Billing service enabling utility customers to view detailed billing information and pay their bills online. An InfoAlert system was also initiated in July, an online information subscription service that enables citizens to subscribe to various information broadcasts managed by City departments. InfoAlert provides staff a means to broadcast information to citizens via phone, fax, email and TTY for the hearing impaired. In times of emergency, this system will provide a great supplemental means to communicate with citizens.

Finally, the City initiated an Online Permit Search application in September, designed for citizens to use to access a permit status and information online. This program was developed to provide timely availability to relevant permit details for citizens, contractors, builders and employees, with 24/7 online access. The application will ease the overwhelming workload generated by telephone contact.





Sound Approach to Planning



The City of Palm Coast's Community Development Department assists in the implementation of the City's Comprehensive Plan by facilitating responsible and well-planned growth. The Department values a balanced approach to development which incorporates sound transportation planning, protection of the City's valuable environmental resources and promotion of high-quality architecture and landscaping.

Significant Achievements in 2005

With the adoption of the City's Comprehensive Plan in April, 2004, the Future Land Use element of the Comprehensive Plan requires the City to develop a zoning map consistent with the Future Land Use Map within one year of Plan adoption. In order to achieve this goal, new zoning districts were to be created. To begin the implementation, the City began the adoption process of a unified Land Development Code consisting of four major parts, one being the establishment of zoning districts. Adopted by the City Council in July, 2005, the new zoning districts will result in fewer Planned Unit Development (PUD) rezoning applications, less variances and a substantial decrease in the number of special exceptions.

Although the number of residential land use will decrease, the residential zoning districts will increase from 9 to 13. Some of these



increases include areas zoned for multi-family use and golf courses in specific zoning districts.

In December, 2005, the City Council adopted a new zoning map in order to implement the new zoning districts. The new Zoning Districts and new Zoning Map replaced the former ones that the City originally adopted from Flagler County. Notable items for the new zoning map include:

- Creates six mixed use Village Centers in the City to promote good planning and creative development to maximize vehicular and pedestrian accessibility.
- Increases the amount of land zoned for office, commercial and industrial uses by 87%. It is estimated that this will result in approximately ten million additional square feet of building and over 36,561 additional jobs at future build-out.
- Decreases the land area zoned for residential uses and increases the number and diversity of residential zoning districts from 9 to 13.
- Increases land area zoned for multi-family at appropriate locations, maps the golf courses in specific zoning districts and establishes zoning for schools, parks and public facilities.
- Depicts 18,841 acres of land as wetland overlay on 249 parcels as shown on the new zoning map.



Projects Approved in 2005:

- Platted Subdivisions: 2 Commercial/Industrial Subdivisions, 9 Residential Subdivisions, 2 Mixed Use Subdivisions
- Annexations – 2
- Site Plans Approved for Commercial – 17
- Site Plans Approved for Multi-Family Residential – 2
- Site Plans Approved for Parks – 2
- Site Plans Approved for Public, Semi-Public and Special Uses - 2

Commercial/Industrial Development Approvals in 2005

- Town Center – Phase 1 and 2 Plat are recorded; Publix Shopping Center Site Plan approved; Phase 3 is being platted to allow townhomes and unknown future development; Phase 4 is being platted to allow for the development of two commercial tracts, with one being for the benefit of a 'Storage USA'.
- City Walk at Palm Coast – offices/restaurants/retail
- Walgreens on Hwy 100
- Outback Steakhouse
- Hargrove Lane Self Storage
- Cypress Coquina Bank
- Palm Coast Plaza – retail/restaurants
- Walter Williams Office Park Building
- Wendy's



- W. Padge Dorne Family Dentistry
- Tom Gibbs Chevrolet
- West Point Office Plaza
- Publix at Town Center
- Palm Coast Commercial/Industrial Center
- Palm Coast Resort
- Safe Haven Veterinarian Hospital
- Lupi Plaza Office Building
- Woodland Commons, Phase III

Multi-Family Residential Development Approvals in 2005:

- Bella Harbor Condominiums
- Villages at Palm Coast (Tidelands)

Public, Semi-Public and Special Use Development Approvals in 2005:

- Kingdom Hall of Jehovah's Witnesses
- Telecommunications Tower

Park Development Approvals in 2005:

- Seminole Woods Neighborhood Park
- Palm Coast Linear Park

Living the Florida Dream *A Safe, Secure City*

A safe community is the Palm Coast Fire/Rescue Department's first priority and staff is committed to ensuring the well-being of all citizens regarding fire and safety. The City's goal is to arrive on the scene of an incident (any fire activity or medical emergency) within five minutes from the time of dispatch. Of the 36 Fire/Rescue staff members, an additional seven became paramedic certified in 2005, bringing the total to eleven. The Department training program is one of the very best in the State, with personnel being asked to share information with other jurisdictions in the Volusia County area. All Palm Coast firefighters have pump operator certification and most meet all or part of the requirements for Fire Officer 1 Certification. The Department implemented an Advanced Life Support Services program in 2005, a service instituted to provide the citizens and visitors more advanced life support care. Other new programs include a team dedicated to Swiftwater Rescue techniques and one unit assigned to tactical rescues. Plans are presently underway to train a team to assist the local law enforcement SWAT team to respond to medical emergencies.

Educating the community with quality outreach programs helps to establish a safer Palm Coast. The Department's acquisition of the Safety Trailer, purchased with a grant from FEMA, is a fundamental tool that simulates emergency situations such as fire, smoke and weather events. Approximately 800 citizens received CPR training in 2005, thanks to the quality and availability of a new Department program. An 'Operation Prom Night' session educated high school students attending prom with an 'extrication' demonstration and 'driving under the influence' simulation, in cooperation with the Sheriff's Department and the Flagler County Emergency Medical Service. The Fire/Rescue Department was awarded the American Heart Association Heart Ready Community Award in 2005 for their public education efforts.

Fire/Rescue Department volunteers rose to the State mandate of 160 hours of Firefighter One standards this year. All volunteer members also received instruction in-house on first responder protocols and skills and all have been state certified.



Significant Department Recognitions in 2005

CHIEF MICHAEL BEADLE -

Completed the Executive Fire Officer Program; received a Masters degree in Public Administration; awarded Citizen of the Year by The Elks Club

LT. TOM ASCONE -

Hero of the Year by the Lion's Club; State Paramedic of the Year; City Employee of the Year by the Palm Coast Historical Society

CAPTAIN GERARD FORTE -

Training Officer of the Year by the Sons of the American Revolution

FIREFIGHTER RICHARD CLINE -

Firefighter of the Year by the Kiwanis Club

FIRE MARSHAL JEFF PATTEE -

Served on panel to rewrite and revise NFPA Codes

Living the Florida Dream *Resolve to Maintain and Re-Grade the Stormwater System*

The City of Palm Coast's Stormwater/Engineering Department manages the stormwater system that serves the citizens. It includes monitoring assessment methods and tracking impervious areas of new construction. The Department also:

- Permits structures that affect the stormwater system (driveways, docks)
- Reviews proposed private stormwater systems connecting to the existing municipal system
- Responds to citizen concerns, complaints and comments with inspection, investigation and resolution of the issues identified

The Palm Coast Community Service Corporation was created in 1991 by ITT Community Development Corporation to oversee stormwater

drainage outside the public right-of-way. When the City incorporated in 1999, it began sharing stormwater management with the group. The City maintained swales, street valley gutters and equipment purchases while the Service Corporation handled permitting and other duties. In June, 2005, the City of Palm Coast and the PCCSC merged to become the City's Engineering and Stormwater Department. The consolidation streamlined stormwater management services in the City and allowed for approvals for structures on most Palm Coast properties to be obtained through one permit application process. In December, 2005 the City Council approved a new monthly stormwater fee of \$6 per single-family home and dropped a separate stormwater fee residents had previously been paying, increasing annual bills by \$1. Fees will also help to pay down an \$8 million loan the city carries to repair the aging stormwater system.

Significant Achievements in 2005

- 2,169 Linear Feet of Drainage Pipe Replacement work completed.
- 7,508 Linear Feet of Swale Rehabilitation work performed.
- 47,503 Linear Feet of Ditch Excavation work performed.
- Bids for Weed Control on Drainage Ditches by Herbicide Application awarded and applications commenced.
- Processed and issued over 3,100 residential ROW permits
- Processed and conducted over 11,000 various residential stormwater inspections
- Processed and evaluated over 4,100 residential final surveys
- Established the North American Vertical Datum of 1988 as the standard vertical Datum for residential construction in Palm Coast
- Required a topographic survey and Lot Grading Plan as part of the initial permit application
- Required an Elevation Certificate or Foundation Survey as part of the inspection process
- Eliminated the backlog of over 1,300 swale plans
- Automated and digitized the swale plan process





Coordinated Permitting & Code Enforcement Division

In response to the rapid pace of population and construction growth in Palm Coast, the City integrated permit-related functions with enforcement of City Codes and Ordinances by establishing a Building and Code Administration Department. The division is comprised of three functional divisions: Building Safety, Code Enforcement and Urban Forestry. Staff is responsible for preserving nature, promoting beautification of the City and ensuring the public health, safety and welfare within the building environment through construction permitting, plan review, inspection and enforcement services.

The Building and Code Administration Department has become a recognized and trusted knowledge source for local building code information and is actively engaged in community outreach programs and forums. Staff regularly contributes to area association publications and offers presentations at a variety of workshops.

Significant Accomplishments for the Occupational Licensing Dept.

- Issued 4,414 Occupational Licenses
- Maintained 730 Contractor Certificates
- Built a Rental Registration Database and registered 2,300 rental properties
- Built the Land Services Database and issued 1,345 Land Services stickers
- Assisted in the creation of the Vehicle for Hire Ordinance
- Created applications and instructions used to register all vehicle-for-hire businesses
- Investigated 202 complaints of unlicensed business activities
- Initiated 39 unlicensed contracting complaints with the Florida Dept. of Business and Professional Regulation

Significant Accomplishments for the Building and Code Administration in 2005

- The Building Department created a web page that provides citizens with necessary permitting applications, forms, records and code-related information.
- The implementation of the Online Permit Tracking System enables contractors and the general public to monitor the progress and status of their permit from their home, office or jobsite.
- The Automated Inspection Request System (A.I.R.S.) provides builders and contractors the freedom to schedule or cancel inspections and check the status of an inspection, around the clock via telephone.
- The installation of laptop computers in field staff vehicles allows remote access to the network, streamlining the workflow process.
- The implementation of the permit database eBack and FaxBack system provides for permit information to be sent electronically to permit customers.



- The enhancement and networking of the permit database provides for a more cohesive transition for all departments in the permitting process.
- The establishment of a scanning station provides for a quicker conversion time from paper to electronic file. Once converted to electronic file, the permit record is accessible to all City personnel via a web-based application.
- The Department began testing an electronic inspection dispatch application and a remote inspection resulting module. The application and module allow for electronic routing of daily inspection dispatches and once implemented, will increase productivity by allowing for more time in the field and further the Department's effort to provide real-time inspection results.
- In recognition of the Department's efforts and the City's strong commitment to the greening of the neighborhoods, Palm Coast was designated a TREE CITY USA. This award recognizes the efforts of towns and cities across America that effectively manage their public tree resources and encourage the implementation of community tree management.

Living the Florida Dream



City of Palm Coast Contact Information

MAYOR/CITY COUNCIL/ADMINISTRATION

Phone: 386-986-3702 Fax: 386-986-3703

City Council Meetings are held on
the first Tuesday evening of every month, 6:30pm,
and the third Tuesday morning of every month, 9:00am;
Palm Coast Community Center, 305 Palm Coast Pkwy. NE.

Mayor - James Canfield

mailto:jcanfield@ci.palm-coast.fl.us

Council Member, District 1 - William Venne

mailto:wvenne@ci.palm-coast.fl.us

Council Member, District 2 - Jon Netts

mailto:jnetts@ci.palm-coast.fl.us

Council Member, District 3 - Mary DiStefano

mailto:mdistefano@ci.palm-coast.fl.us

Council Member, District 4 - Alan Peterson

apeterson@ci.palm-coast.fl.us

City Manager - Richard Kelton

mailto:rkelton@ci.palm-coast.fl.us

Assistant City Manager - Oel Wingo

mailto:owingo@ci.palm-coast.fl.us

All City of Palm Coast information is available online
at the City's website: www.ci.palm-coast.fl.us

Fire & Rescue

4751 Belle Terre Pkwy., Palm Coast, FL 32137

Tel: 386-986-2300

Fax: 386-446-6752

mbeadle@ci.palm-coast.fl.us

Public Works

1 Wellfield Grade, Palm Coast, FL 32137

Tel: 386-986-2332

Fax: 386-446-6758

bgilley@ci.palm-coast.fl.us

Recreation & Parks

305 Palm Coast Pkwy NE, Palm Coast, FL 32137

Tel: 386-986-2323

Fax: 386-446-7611

jjackson@ci.palm-coast.fl.us

Utility Dept.

2 Utility Drive, Palm Coast, FL 32137

Customer Service: 386-986-2360

Customer Service Fax: 386-986-2390

Main Office Tel: 386-986-2350

Main Office Fax: 386-986-2391

radams@ci.palm-coast.fl.us

Palm Coast Precinct - Flagler County Sheriff's Office

Tel: 386-445-5525

CITY HALL

2 Commerce Blvd., Palm Coast, FL 32164 Tel: 386-986-3700 • www.ci.palm-coast.fl.us

Building Services/Code Administration

Building Tel: 386-986-3780/ Fax: 386-986-3781

Code Tel: 386-986-3764 / Fax: 386-986-3781

nabreu@ci.palm-coast.fl.us

City Clerk

Tel: 386-986-3713 / Fax: 386-986-3714

choeni@ci.palm-coast.fl.us

Capital Projects

Tel: 386-986-3756 / Fax: 386-986-3779

rrice@ci.palm-coast.fl.us

Community Relations

Tel: 386-986-3708 / Fax: 386-3703

mlidskin@ci.palm-coast.fl.us

Community Development

Planning Tel: 386-986-3736

Zoning Tel: 386-986-3751

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jschneiger@ci.palm-coast.fl.us

Economic Development

Tel: 386-986-3717 / Fax: 386-986-3703

icortiss@ci.palm-coast.fl.us

General Services (Finance)

Tel: 386-986-3723 / Fax: 386-986-3724

rbritt@ci.palm-coast.fl.us

Information Technology

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cviolette@ci.palm-coast.fl.us

Stormwater/Engineering

Tel: 386-986-4760 / Fax: 386-986-4762

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