

To: The Honorable Mayor and City Council

From: Jim Landon, City Manager

Date: May 9, 2014 **Re:** Week-In-Review

MOVIE IN CENTRAL PARK FRIDAY, MAY 9, 8:15PM CENTRAL PARK IN TOWN CENTER

TEAM FLORIDA ELITE LACROSSE SUMMER SHOWCASE SATURDAY, MAY 10 THRU SUNDAY, MAY 11 INDIAN TRAILS SPORTS COMPLEX

POOL SAFETY DAY
SATURDAY, MAY 17, 1PM TO 4PM
FRIEDA ZAMBA POOL / BELLE TERRE PARK

FOOD TRUCK TUESDAY
TUESDAY, MAY 20, 5PM TO 8PM
CENTRAL PARK IN TOWN CENTER

ARBOR DAY 5K and 1 Mile Fun Run



Arbor Day opened with nearly 150 participants who came out in the rainy weather to be a part of the Arbor Day 5K and 1 Mile Fun Run this past weekend. During the Arbor Day event, sleepy butterflies greeted those that entered the butterfly tent. And

Although the celebration was cut short due to the inclement weather, City staff handed out nearly 200 trees to Palm Coast residents.



PLANNING

Along with Green Team staff, the City's Floodplain Manager attended the Earth Day event at Princess Place Preserve. Participation in the event served as an outreach opportunity to the community to educate and answer questions regarding the City's participation in the National Flood Insurance Program (NFIP) and flood insurance. In addition brochures were handed out to include: Flood protection and assistance, Why You Need Flood Insurance, Flood Preparation and Safety, Myths and Facts about the National Flood Insurance Program, Know Your Risk and Answer to Ouestions about the NFIP.



Next Week:

- Tuesday, May 13th, City Council Workshop, 9am, City Offices, 160 Cypress Point Pkwy, Suite B106
- Friday, May 16th, Volunteer Firefighter's Pension Board, 8:30am, Fire Station #25, 1250 Belle Terre Pkwy

Attachments:

Administration Division Updates

BAC Update

Community Development Update

Information Technology Department Update

Engineering & Stormwater Department Update

Fire Department Update

Parks & Recreation Update

Event Calendar

Public Works/Utility Update

News Releases: City Hall Vendor Roundtables, TPO Survey, Photo Contest final weeks, pool activities,

Lunch N Lecture series

SBDC at UCF Impact Report, April 2014



City Manager's Office Administrative Divisions Week in Review

Friday, May 9, 2014

City Clerk

- Processed 18 public records requests.
- Processed 9 litigation documents.
- Prepared and processed 10 documents for recording.
- Prepared 1 agenda item.
- Prepared and posted 1 agenda and 2 sets of approved meeting minutes to the Web.
- Processed 7 resolutions.
- Processed 2 ordinances.
- Processed 1 bond.
- Completed 1 Proof of Life document for a citizen.
- Coordinated OnBase changes for Code and Utility with Information & Technology.
- Elections are ongoing Campaign Treasury Reports due this week.

Communications & Marketing

- News releases sent: City Hall vendor roundtables, TPO survey, Photo Contest final weeks, pool activities, Lunch n Lecture news release
- Staff Arbor Day, taking photos, shooting video and posting to social media
- Graphic design this week: designed brochure for Pink Army 5K, Memorial Day graphic for advertising, banner for upcoming Parks & Recreation event, cover for the new Budget Report, magnet for new residents.
- Photographed Employee Recognition Luncheon and Council meeting
- Handled various media requests and coordinated paid advertising
- Staffed first week of 31st Citizens Academy
- Planning for International Food & Wine Festival
- Conducted focus group for Running Series
- Working on updates to Disaster Preparedness Guide
- Working on presentation for FCCMA conference
- Presenting Birds of a Feather Fest budget to FEST
- Posted various items to Facebook and Twitter



- Videotaped Arbor Day event and race, and provided audio support for the event
- Videotaped /aired live the City of Palm Coast Council Meeting.
- Attended meetings: FEST; Education and Academic Training (EAT); preliminary division budget mtg.
- Migrated /transcoded nine of the City's QR Code videos over to public status, thereby creating further distribution capability for the following QR Code titles: 1) Gopher Tortoises, 2) Monofilament Fishing Line, 3) ICW History, 4) Children's Memorial Garden, 5) Flight of Life, 6) Native Plants, 7) Audubon Birds, 8) ReThink Your Commute and 9) Manatee Safety. These titles may now air on the city channel, TV199; appear on Facebook and on the City's YouTube channel at palmcoastgovtv.com.
- Imported and added the following Public Service Announcements to TV199's program line-up: 1) Nature Explore National Arbor Day Foundation, 2) Replanting Our National Forests 2014 Arbor Day Foundation.
- Posted news and announcements to the City's ticker tape service on TV199.

Human Resources

- May 5th May 9th: Employee Recognition Week City of Palm Coast
- May 15th New Hire Orientation HR Office

Purchasing and Contracts Management

Purchasing & Bidding:

- Advertised and posted ITB-CD-CM-14-10 Royal Palms Parkway Improvements
- Formal Presentations for RFQ-FS-14-01 Investment Advisory and Management Services

Contracts:

• McKim & Creed, Inc. for RFQ-PW-U-14-05 - Utility Engineering Services









EFFORTS

Sessions



11200 Attendees



RESULTS

new businesses

Total

INVESTMENT

salaries \$37,178 \$37,175 capital

sales

Current I = \$130 per \$ invested

Week: May 5 - May 9

Month: May

To Date: Since May 1, 2011













NEW PALM COAST BUSINESSES

- Cellular Sales of North Florida 4895 Belle Terre Pkwy Retail Sales
- C.S.I Palm Coast Inc. Home Based Janitorial Service
- Mr. DJ Entertainment Home Based Entertainment
- Edward Kozierowski Home Based Landscaping Service
- Marlon Younce Lawn Care Home Based Landscaping Service
- Brothers by the Moon Pool Cleaning Home Based Pool Cleaning











The Palm Coast Business Assistance Center
Managed by the SBDC at UCF

Located at City Offices at City Market Place 160 Cypress Point Parkway, Suite B-105 Palm Coast, Florida 32164 (386) 986-2499

www.PalmCoastBAC.com











Community Development Department

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



Week-in-Review - May 9, 2014 - Nestor Abreu, Director

PERMITTING ACTIVITY

The following is an update of permit and development application activity in Palm Coast from May 1, 2014 through May 8, 2014:

- Total number of permits issued: 224
- Since January 2009, \$522,740,644 construction dollars have been invested in Palm Coast.

Commercial Permit Applications						
15 Hargrove Grade Unit 5A	Interior renovations	Phillips Coastal Construction	\$1,000			
Commercial Permits Issued						
120 Brookhaven Court N	Pavilion	CPG construction	\$310,085			
21 Hospital Drive Suite 170	Atlantic Podiatry Associates	Bella Quality Homes	\$12,000			
63 Club House Drive	Site Development	DR Horton	\$1,961,000			
	Residential Permits Is	sued	T			
35 Barring Place	Addition	Falcon Development	\$10,000			
8 Ehrly Place	Addition	Aluminum Creations	\$11,000			
37 Becker lane	Addition	Screen Concepts	\$9,000			
38 Westmount Lane	Addition	JGS Design	\$57,000			
2 Rockwell Lane	Addition	JGS Design	\$8,000			
44 Cortes Court	Addition	Lancia Custom Homes	\$12,000			

24 Cleveland Court	Addition	Kevin Peck	\$14,000		
21 Reidsville Drive	Single Family Residence	KB Homes	\$232,000		
70 Burroughs Drive	Single Family Residence	Adams Homes	\$287,000		
167 Willow Oak Way	Single Family Residence	Red Carpet Construction	\$356,000		
103 Spoonbill Drive	Single Family Residence	KB Homes \$329,0			
Certificate Of Occupancy					
4895 Belle Terre	Verizon	Calair Construction			
Parkway	Verizon	Galvis Construction			
171 Brookhaven Court N	4 Unit Apartment	CPG Construction			
181 Brookhaven Court N	4 Unit Apartment	CPG Construction			
171 Brookhaven Court N	4 Unit Apartment	CPG Construction			
181 Brookhaven Court N	4 Unit Apartment	CPG Construction			



Commercial Construction



Residential Construction

Arbor Day Race Highlights







Arbor Day 5K and 1-Mile Flutter Fun Run



PLANNING

Along with Green Team staff, the City's Floodplain Manager attended the Earth Day event at Princess Place Preserve. Participation in the event served as an outreach opportunity to the community to educate and answer questions regarding the City's participation in the National Flood Insurance Program (NFIP) and flood insurance. In addition brochures were handed out to include: Flood protection and assistance, Why You Need Flood Insurance, Flood Preparation and Safety, Myths and Facts about the National Flood Insurance Program, Know Your Risk and Answer to Questions about the NFIP.



CAPITAL IMPROVEMENT PROJECTS

The following is an update since last week for capital projects in the City from April 24, 2014 through May 9, 2014.

Road and Median Projects						
Bulldog Drive Roadway Improvements	Construction	23%	3 FP&L conflicts were encountered putting a stop to underground work, site meeting with FPL and FPL contractor occurred on 5-1-14; FPL to bore new lines on 5-10-14 and transfer service on 5-13-14. Installation of sidewalk along SR100 has begun.			
Palm Coast Parkway Six- Laning	Construction	9%	Installation of stormwater piping between Dunkin Donuts and I95 has begun. Construction of turn lanes onto Cypress Point and I95 southbound ram has begun.			
Royal Palms Parkway Improvements	Design	90%	City issued comments on 5-5-14 regarding the 90% design submission.			
	City Facility Projects					
Community Center Improvements	Design	0%	City Council approved a contract for design services and a contract for construction management services on 5-6-14.			
City Hall	Design	60%	City received the design development submission for review and comment on 5-6-14.			



Palm Coast Parkway Six-Laning





_____Animals ready for homes

203 cats >

87 dogs

2 rabbits

1 rat

2 G. Pi

The Flagler Humane Society is promoting "Back in Black" adoption specials for the month of May. Animals will a majority black coat will have a reduced adoption fee. FHS wants to remind everyone that black furred animals need a home just as much as the "pretty or cute" ones. These animals seem to know that they have a reduced chance of finding a home and will often make up for their lack of "color" with bigger personalities. Come and meet our "Back in Black" adoptable pets today!

Donation Opportunity: FHS is currently collecting gently used shoes. We receive a monetary donation for each pair of shoes we collect. These shoes are then sent to developing countries to be repurposed by individuals that can then start, maintain, and grow a business. Shoes can be dropped off at the shelter or at local businesses. List of businesses can be found at http://www.flaglerhumanesociety.org/soles-souls-shoe-drive/.

Don't forget out the FHS Yankee Candle Fundraiser. Visit www.yankeecandlefundraising.com/ycfroot/store.htm to place and order. Enter group number 990063727 so that FHS can get credit for your purchases. We would like to thank everyone for their orders and their support!!

Lowes and 100 Plus Realty donated "Doghouse Donation Boxes" that were placed at all the fire stations in Flagler County. You can drop off donations anytime at your nearest fire station if you can't come by the shelter. We appreciate 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 our website and ship them directly to the shelter.

Upcoming Events: The May Yappy Hour will be held at Fuego Del Mar on May 22 from 6–8 pm. The "Cinco de MEOW-O" will be a fun filled event that you shouldn't miss! Tickets will be on sale at FHS, online, or at the event.

Save the Date for the 2 Annual Walk/Run to help the animals. This year's event is the "Fast and Furriest" and will be held on September 27, 2014. More information will be available as the event is closer.

Event Update: FHS recently held their First Annual Kitten Shower on May 4. We had a great turn out and everyone was able to enjoy some light refreshments and snacks. Guests participated in some kitten shower games and won prizes. FHS was able to stock their kitten pantry with all the wonderful items that were donated by the guests!!

Upcoming Outreach Events: FHS representatives will be out front of the Palm Coast Walmart on July 26 — 27 with adoptable pets. We will be collecting monetary and food donations.

Pet of the Week



Trixie

Trixie is a sweet momma dog that came to the shelter with her 9 children. They were all flea infested and had hookworms. Trixie has since moved apart from her children and is looking for a forever home. She is a plott hound/cur dog mix. She is spayed and up to date on all her vaccinations. She approximately 3 years old and has a great personality. would prefer to be the only pet at this time (she was protective over her offspring). She has the sweetest face and the best temperament. Come and meet this gentle momma today!

Adoption specialist:

Danielle Camic dcamic@flaglerhumanesociety.org (All adoptions and outreach)

Information on events to benefit our homeless animals can be found on our website, www.flaglerhumanesociety.org.



INFORMATION TECHNOLOGY

TO: Jim Landon, City Manager

FROM: Steve Viscardi, IT Director

DATE: 5/9/2014

RE: Week In Review



• Finalizing fiber management software analysis.

Working with the Flagler County Sherriff's Office and Flagler County to connect our networks.

DEPARTMENT/DIVISION SUPPORT

FINANCE

- Applications Division upgraded Munis with 51 patches over the weekend to correct issues with content display in the General Ledger module.
- Application Division configured Finance for Excel cube Data Analysis through Munis and Microsoft Analytical Services Server.
- Applications Division regenerated Building Works Lockbox file that failed over the weekend. File regeneration
 was reconfigured on the server to be easier to create the lockbox file for a given date in the event of future failed
 uploads.
- GIS Division, for budgeting purposes, provided Finance staff with a map and count of COPC-maintained fire hydrants that are inside and outside city limits.

ENTERPRISE

- Applications Division added boxes to the City's homepage for the 2014 Election as well as a TPO (Transportation Planning Organization) Survey.
- Applications Division updated several internal applications as well as moved them to a central location for more streamlined maintenance and access.
- GIS Division viewed a demonstration of ETI's Overture Fiber Management Solution. GIS completed its
 evaluation of 6 different Fiber Management Solutions, and submitted our recommendations to the IT Operations
 Manager.
- Operations Department completed an air card and MiFi inventory to prepare for hurricane season.
- Operations Department continues planning for the network at the New City Hall.
- Operations Department received 92 Track-IT's this week.
- Operations Department staff member assisted with BAM activities for Public Service Recognition Week and Take your Children to Work Day.

ENGINEERING & STORMWATER

• GIS Division provided all Stormwater GIS data and LiDAR data to consultant DRMP Inc. to support their efforts with the Stormwater Department.

COMMUNITY DEVELOPMENT

- GIS Division staff provided Community Development with a map series (zoning, flum, aerial) for the Grand Haven DRI (Development of Regional Impact). A list of all property owners in the Grand Haven DRI was also generated.
- GIS Division staff provided Community Development with a map series (zoning, flum, aerial) for Application No. 2616; an amendment rezoning the Tuscan Reserve MPD.
- GIS Division has been developing a new web application featuring FDOT crash data. Modifications have been made that limit the application field display to show only pertinent data. This will soon be accessible via the Intranet's GIS Maps.

FIRE

• GIS Division generated a map service of USNG 100 meter grids for the Fire Department.



Engineering & Stormwater Department

John C. Moden, City Engineer

Week In Review May 1, 2014 – May 7, 2014

• M-3 Water Control Structure Rehabilitation Project for 2014 – Project is 95% Complete

Contract award to S.E. Cline Construction, Inc., in the amount of \$439,325. General cleanup continues.



Stormwater Model Construction Improvements for Sections 35 and Section 37
 Section 35 is complete. This portion of the project will increase the capacity of the drainage system and replace deteriorated drainage pipes. Section 37 portion of the project has been put on hold, pending determination of prioritizing projects.



Before

- <u>Stormwater Model Improvements Land Acquisition -</u> The Contract Agreement is under negotiations with the owner.
- <u>National Pollution Discharge Elimination System (NPDES) Permit</u> The City has received notification from the US Environmental Protection Agency (EPA) that we must obtain a NPDES permit and develop and implement a stormwater management program to minimize the discharge of pollutants through and from waters of the United States. We must submit our Notice of Intent (NOI) and permit fee by 6-1-2014. Staff is preparing the NOI for City Manager's review by 5-15-14.

Seminole Woods Multi Use Path

Phase I

Sidewalk was opened to the public last week

Phase 2

Permitting issues resolved for SJRWMD permit should be issued next week. Provided drawing changes required by ACOE to complete their permitting, waiting for a follow up response. FPL pole relocations scheduled to be completed 5/16/14

Phase 3

Survey data work complete. Design scheduled to start 5/12/14

Phase 4

Survey staff has begun collecting data. Bench loop survey is complete.



Palm Harbor @ College Waterway Bridge #62 Rehab Construction – Project is 55%
 Complete – Commercial Industrial Corporation is the contractor. Contract amount is \$1,016,373.70. Guardrails and curbing installed south east and west quadrants. Traffic barrier modifications complete on south traffic barrier.



- Colechester @ College Waterway Bridge #63 Rehab Design Design is underway with 60% plans due in June.
- Additional Fields at Indian Trails Middle School permit review. Permit requires authorization letter from Flagler School for the City to act on
 their behalf. First authorization letter draft submitted to City Clerk and Walt Fischer (School)
 for comment. Proposed for signiture following City Manager's presentation to the school board
 on 5/20/14.
- Major Drainage Pipe F-2 @ Boulder Rock Drive Staff has begun to prepare a scope of services needed for professional outside survey services. Survey work will be completed this year and the design will be done "in house" and also completed this year.
- <u>Long Creek Blueway -</u> Staff is investigating the necessity for an Army Corp of Engineers permit. US Coast Guard has indicated that their approval is not necessary with an issued Florida Fish and Wildlife Conservation Commission permit.

<u>Long Creek Nature Preserve Construction Phase 1</u> <u>40% Complete</u>

Work on seawall cap continues. Water mains and service have been tested. Force main from Colechester has been installed and tested. Work on kayak boardwalk continues.









Aquatic Weed Control on Freshwater Canals

Aquatic Management Plus, LLC continues herbicide spraying on the canals.

Bayside Waterway

ENGINEERING DEPARTMENT

SURVEY TASKS:

Set 15 bench mark locations

Surveyed for 3 new home construction driveway culvert and swales

Surveyed for 3 drainage pipes replacements

Surveyed for 1 valley gutter installation

Survey continues for the swale rehab (new home construction) project on Lema Lane 23 lots, Pillory Lane 1 lot, Cochise Ct. Cree Ct.16 lots.

Seminole Woods MUP phase 4 - ran a bench loop

REVIEWS PERFORMED

18 - Right-of-Way Permits

9 - Project Reviews

DESIGN WORK PERFORMED:

6 - Driveway swale designs

3 - Drainage pipes

1 - Valley gutter

Continuing Seminole Woods Multi Use Path Phase 2 design - 90% complete

SR 100 Median Design

Indian Trails Middle School additional fields

Continuing work on the swale rehabilitation program

Swale Rehabilitation Projects Released for Construction - 30,275 (5.82 miles) LF released this week



Fire Department

To: Jim Landon, City Manager

From M. C. Beadle, Chief

Date: May 8, 2014

Re: Week in Review

In the past week, the department responded to 142 calls. There was one structure fire with no damages reported.. A total of 100 EMS calls was logged and the balance was miscellaneous in nature. The drought index is at 76 out of a possible 800 and the fire danger is low.



Parks & Recreation

To: Jim Landon, City Manager

From: Luanne Santangelo, Parks and Recreation Director

Date: May 9, 2014

Re: Week in Review

UPCOMING EVENTS:

Movies in Central Park - Friday, May 9 beginning at 8:15 pm in Central Park in Town Center. Featuring "Smurfs 2".

Food Truck Tuesday - Tuesday, May 20 from 5-8 pm in Central Park in Town Center.

Drive-In Movie at Palm Harbor Golf Club - Friday, June 6 beginning at 8 pm featuring "Grease". Flashback to the "Good Old Days" of the '50's and help us celebrate National Drive-In Movie Day. Held at the Palm Harbor Gold Club, attendees will be able to view the classic '50"s movie "Grease" from the comfort of a golf cart. Refreshments will be available for purchase and cost is \$10/cart. To make your reservation call – 386-986-GOLF.

<u>FEATURED PROGRAMS:</u>

Fun in the Sun Summer Camp – Fun-filled, themed activities such as arts and crafts, stories, recreational games, nature hikes, weekly trips to the Frieda Zamba Swimming Pool, and guest presentations are planned for this camp for students in grades K-8 (grade just completed). Camp runs Monday through Friday from June 9 to Aug. 8, from 9 a.m.-4:30 p.m. (early drop-off/late pick-up available, for an additional fee) at Palm Coast Community Center, 305 Palm Coast Parkway, NE. Campers are eligible for the free lunch program provided by the Flagler County School District. Optional field trips are scheduled weekly for an additional fee. Students can be registered for one or multiple weeks. \$75/week. Pre-registration required. More info: 386-986-2323.

CSI Camp – Join the Crime Scene Investigation (CSI) team and go in-depth to learn the techniques used to identify and process the clues of a crime. Attendees will learn vehicle processing, fingerprinting, and get a glimpse into forensics casting. This week-long camp includes a tour of the County jail. Camp is open to students in grades 3-6 (grade just completed) and runs Monday through Friday, July 7 to 11, from 8:30-11:30 a.m., at the Frieda Zamba Swimming Pool, 339 Parkview Drive, Palm Coast. \$60 for the week. Pre-registration required. (Stay-N-Play Camp available in the afternoon – see details below.)

Golf Camp – Learn the game of golf during these four fun-filled days of short game, full swing, putting, golf etiquette, sportsmanship, and friendly competition at the Palm Harbor Golf

Course, 20 Palm Harbor Drive, Palm Coast. Camp dates include Monday through Thursday, June 9 to 12, 9 a.m. to 1 p.m., or Monday through Thursday, July 21 to 24, 9 a.m. to 1 p.m. Open to all skill levels, ages 9 to 15. Lunch, snacks and drinks included. Family discounts available. \$175/four-day session. Pre-registration required. More info: 386-986-GOLF (4653).

Tennis Camp – Learn the game of tennis at week-long camps offered at two locations, depending on the week(s) selected. Three of the sessions will be offered at Belle Terre Park, 339 Parkview Drive, Palm Coast, from 8:30-11:30 a.m. Monday through Friday, June 16-20; Monday through Friday, July 7-11; and Monday through Friday, July 28-Aug. 1. Cost for the Belle Terre camp is \$100/week or \$25/day. (Stay-N-Play Camp available in the afternoon – see details below.)

Five additional sessions will be offered at the Palm Coast Tennis Center, 1290 Belle Terre Parkway, Palm Coast, from 9 a.m.-1 p.m. Monday through Friday, June 23-27; Monday through Thursday, June 30-July 3 (note: no camp on July 4, so hours on the other days extended to 2 p.m.); Monday through Friday, July 14-18; Monday through Friday, July 21-25; and Monday through Friday, Aug. 4-8. The cost for the Palm Coast Tennis Center camp is \$125/week or \$35/day.

Pre-registration required two weeks before the camp. More info 386-986-2550.

Stay-N-Play Camp – Stay and play after a fun day at one of the City's specialty camps! Campers will play games, watch movies, swim, play board games and enjoy the on-site playground. Stay-N-Play will run 11:30 a.m. to 5:30 p.m. Monday through Friday, June 16-20; Monday through Friday, July 7-11; and Monday through Friday, July 28-Aug. 1, at the Frieda Zamba Swimming Pool classroom, 339 Parkview Drive, Palm Coast. Camp is open to students in grades K-8 (grade just completed). \$50/week. More info: 386-986-2323.

For more information about Palm Coast Summer Camps, visit www.palmcoastgov.com/camps or call Parks and Recreation at 386-986-2323.

UPCOMING ACTIVITIES:

♦ Toddlers



Little Picassos – Thursday, May 15 from 10 am-11 am at the Palm Coast Community Center, 305 Palm Coast Parkway, NE. Toddlers ages 2-5 will create works of art using paint, clay and other media. **Free** to attend but children must be pre-registered.

Little Chefs – Tuesday, May 20 from 10 am-11 am at the Palm Coast Community Center, 305 Palm Coast Parkway, NE. Toddlers aged 2-5 will join staff from Parks and Recreation to learn how to make healthy, tasty snacks. **Free** to attend but children must be pre-registered

♦Adults & Seniors

Game Day Social

This relaxed social atmosphere allows our participants to meet new friends while enjoying the friendly competition of dominos, cards, or the game of their choice. Participants are encouraged to bring their own games to share with others. Held every Thursday from 1-4pm at the Palm Coast Community Center.

Wood Carvers

Looking for a new hobby or is this your favorite past time? Join this group for a weekly whittling session. Novice to experienced whittlers are welcome. Wood Carving is held every Tuesday from 1-4pm at the Palm Coast Community Center. Yearly membership required.

A Day at the Movies - They don't make 'em like they used to... Join us on:

Tuesday, May 13 featuring the classic "*The African Queen*"- starring Humphrey Bogart in his Academy Award winning role as Charlie Allnut and Katharine Hepburn as Rose Sayer.

Tuesday, May 27 featuring the black & white 1939 classic "Only Angles Have Wings" starring Cary Grant, Jean Arthur and Rita Hayworth

Movies are held at the Palm Coast Community Center and begin at 10 am. Light refreshments will be served.

Co-ed Athletics at ITMS, 5505 Belle Terre Parkway

Basketball – Tuesday & Thursday nights **through May 22 from 7-9:30pm**. Pre-registration and payment of fee required prior to attendance. Registration held at the Palm Coast Community Center, 305 Palm Coast Parkway, NE.

Volleyball – Monday & Wednesday nights **through May 21 from 7-9:30pm**. Pre-registration and payment of fee required prior to attendance. Registration held at the Palm Coast Community Center, 305 Palm Coast Parkway, NE.



5/9/2014 10:30 AM

Exploratory Beach Hike

Gamble Rogers Memorial State Recreational Area at Flagler Beach

5/9/2014 8:15 PM

Movie In Central Park featuring "Smurfs 2"

Central Park in Town Center

5/10/2014 8:00 AM

Team Florida Elite Lacrosse Summer Showcase

Indian Trails Sports Complex

5/10/2014 10:00 AM

A Walk Back In Time

Florida Agricultural Museum

5/10/2014 10:00 AM

Family Fit and Fun Day

Edward Johnson Park

5/10/2014 10:30 AM

Kids Fishing 101 Workshop

Bulow Plantation Ruins Historic State Park

5/10/2014 11:00 AM

Beginner's Shorebird Program

Gamble Rogers Memorial State Recreational Area at Flagler Beach

5/10/2014 1:00 PM

Pennsylvania Club Luncheon Meeting

Hilton Garden Inn



5/10/2014 3:00 PM

Saturday Gamble Jam

Gamble Rogers Memorial State Recreational Area at Flagler Beach

5/10/2014 6:00 PM

Food, Glorious Food Fine Art Show

Flagler County Art League

5/14/2014 12:00 PM

The History of Art in Cuba: A Lunch and Learn Lecture

Flagler County Art League

5/14/2014 6:00 PM

Mountain Shore

Hijacker's Restaurant

5/14/2014 7:30 PM

Full Moon Beach Stroll

Gamble Rogers Memorial State Recreational Area at Flagler Beach

5/15/2014 2:00 PM

Third Thursday Ranger Program

Gamble Rogers Memorial State Recreational Area at Flagler Beach

5/17/2014 10:00 AM

FREE Coupon Class

Christ the King Lutheran Church & School

5/17/2014 1:00 PM

Palm Coast West McDonald's Grand Opening Event

McDonald's



5/17/2014 1:00 PM Pool Safety Day

Frieda Zamba Pool / Belle Terre Park

5/20/2014 8:30 AM

Mommy and ME Class - Baby Yoga

Yoga Lounge

5/20/2014 5:00 PM

Food Truck Tuesdays

Central Park in Town Center

5/24/2014 10:00 AM

Guided Salt Marsh Kayak Tour

Gamble Rogers Memorial State Recreational Area

5/24/2014 10:00 AM

Family Bike Rodeo

Frieda Zamba Pool / Belle Terre Park

5/24/2014 3:00 PM

Saturday Gamble Jam

Gamble Rogers Memorial State Recreational Area at Flagler Beach

5/24/2014 4:30 PM

GRATITUDE AMERICA EVENT

VFW Post 8696

5/25/2014 12:00 PM

Tribute to the Troops @ Frieda Zamba Swimming Pool

Frieda Zamba Pool / Belle Terre Park



5/26/2014 8:30 AM

Memorial Day Ceremony

Heroes Memorial Park

5/30/2014 4:00 PM

Turtle Talk: a Sea Turtle's Journey

Gamble Rogers Memorial State Recreational Area at Flagler Beach

5/31/2014 5:00 PM

"The Feral Cats of Flagler County" Photo Exhibit and Fundraiser
The Hollingsworth Gallery

6/12/2014 7:15 PM

Gamble Rogers Memorial State Recreation Area

Gamble Rogers Memorial State Recreation Area

6/13/2014 8:45 PM

Movie in Central Park

Central Park in Town Center

6/14/2014 8:00 AM

Father's Day Lacrosse Tournament

Indian Trails Sports Complex

6/14/2014 6:00 PM

Through the Eyes of a Child Fine Art Show & Palm Coast Photography Club Exhibit

Flagler County Art League

6/20/2014 8:30 AM

Florida Home Education Summit

Hilton Garden Inn Palm Coast Town Center



6/20/2014 10:30 AM

World's Largest Swim Lesson

Frieda Zamba Pool / Belle Terre Park

6/21/2014 8:00 AM

3 v 3 Soccer Tournament

Indian Trails Sports Complex

6/21/2014 10:00 AM

Guided Salt Marsh Kayak Tour

Gamble Rogers Memorial State Recreational Area at Flagler Beach

6/27/2014 4:00 PM

Turtle Talk: A Sea Turtle's Journey

Gamble Rogers Memorial State Recreational Area at Flagler Beach

6/27/2014 8:00 PM

Dive in Movie featuring "Frozen"

Frieda Zamba Pool / Belle Terre Park

6/29/2014 1:00 PM

Eternity Church Family Picnic

James F. Holland Memorial Park



To: Jim Landon, City Manager

From: Richard Adams, Public Works Director

Date: May 7, 2014

Re: Week in Review

• The average water demand for the week was 6.601 million gallons per day; average wastewater flow was 6.489 million gallons per day.

- Installed 13 new domestic meters, 2 new PEP tanks and replaced 1 PEP tank.
- This week 212 utility customers were shut off for non-payment.
- Uni-Directional Flushing Started flushing in the "RY" section (Ryberry, Ryecrest, Ryley, Ryland Rylan, etc.) Section 29 on May 12^{th.}
- Inflow Infiltration crew cleaned 5,800 feet and inspected via CCTV 3,216 feet of gravity sewer pipes and inspected 13 manholes.
- Smoke Testing Delivered 654 door tags for pending smoke testing in the Woodlands Section 81 (Blaircastle Drive)
- ZLD Water Treatment Plant #2 The final interior coatings have been installed on the lime sludge thickener. Hand rails and ladder has been installed on ultrafiltration tank. The roof is being installed as well.
- Beachside Pump Station and Sewer Force Main Training for telemetry system was held on site for field personnel. The contractor continues working on punch list.
- Crew is restoring the right of way on Belle Terre Parkway, east shoulder behind the sidewalk. Work includes bringing in dirt, grading and installing sod to restore the right of way behind the sidewalk between Pine lakes Parkway South and Parkview Drive.
- Sign Shop is performing turn movement counts for the City Traffic Engineer, two performed this week; Palm Coast Parkway westbound at Belle Terre and Belle Terre and Kohl's.
- Mowing in the "K", "W", "P", "B", "F", "LL", "R" and "Z" sections. Mowing Belle Terre Parkway, Seminole Woods Parkway, White View Parkway and Palm Coast Parkway. Performed site distance trimming in the "B" section.
- Graded 4,612 feet of swales. Cleaned 82 culvert pipes and 1 outfall. Screened 1,500 cubic yards of dirt for recycling.
- Removed and replaced 3 driveways culverts and aprons for swale rehab.
- Fields were prepared for tournaments at Indian Trails Sports Complex and Indian Trails Middle School and for the recreation soccer league at Ralph Carter Park. Set up associated goals, flags and players benches for each field as well.
- Streets crews staffed the "Arbor Day". Utility crews set up generator for the event.
- Crews installed a concrete pad and bike station at Graham Swamp Path.
- Employees continue to work on the FEMA Emergency Management Training.



Contact: Cindi Lane, Communications & Marketing Manager

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

May 5, 2014

Construction manager seeks contractors to work on Palm Coast City Hall project

Palm Coast – Gilbane Building Company, which has been selected as the construction manager for the Palm Coast City Hall project, will hold two Vendor Roundtables for contractors interested in working on the project. Local firms within the City and Flagler County are encouraged to attend.

The Vendor Roundtables will be held 5:30-7:30 p.m. Tuesday, May 13, and 5:30-7:30 p.m. Tuesday, July 22, at the Flagler/Palm Coast Campus of Daytona State College, 3000 Palm Coast Pkwy. SE, Building 2. Pre-registration is not required to attend.

Contractors will be given information on the scope of work for the new City Hall and the anticipated schedule of bidding and construction. They also will be provided information on how to become pre-qualified with Gilbane Building Company.

Construction of the initial phase of Palm Coast City Hall project is expected to begin in September or October 2014 and take 9-12 months to complete. The phased will initially include a 32,000-square-foot office building and parking area. Additional phases will include an 8,000-square-foot addition for community meeting rooms including City Council Chambers, a lakefront plaza and more parking. City Hall will be located on Lake Avenue at Central Park in Town Center.

The City Hall project is being designed by the architectural planning and design firm of C.T. Hsu + Associates.

For more information on the upcoming Vendor Roundtables, contact City of Palm Coast Purchasing Manager Brian Rothwell at 386-986-3731.



Contact: Cindi Lane, Communications & Marketing Manager

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

May 7, 2014

Residents encouraged to take 'Tell the TPO' transportation survey

The River to Sea Transportation Planning Organization (TPO), which is being expanded to include Palm Coast, is seeking input from residents of Palm Coast as it plans transportation improvements for the Metropolitan Planning Area (MPA) that includes Volusia County and portions of Flagler County.

The TPO has launched a "Tell the TPO" campaign to survey people who live or work in Volusia and/or Flagler counties, as well as visitors.

The survey can be accessed on the City's website at www.palmcoastgov.com/TPOsurvey.

The survey asks consumers a variety of questions on their transportation habits, including pedestrian, bicycle, vehicles and public transportation, as well as transportation spending, satisfaction with transportation facilities.

All responses received by July 23, 2014, will be placed in a drawing for a chance to win \$250. (The drawing is optional; survey responses can be submitted anonymously.)

"This survey will help us understand our citizens' transportation wants and needs as we prepare a long-range plan," said Palm Coast Vice Mayor Jason DeLorenzo, who serves as Palm Coast's representative on the TPO. "I encourage everyone to complete the survey."

The City of Palm Coast is planning to join the River to Sea TPO as the boundaries of the Metropolitan Planning Area were expanded recently as required by federal law.

Joining the TPO means that Palm Coast will become a member of a regional organization charged with long-term planning for transportation facilities in the TPO planning area. The City would have the opportunity to work on transportation issues that will have a regional significance and be able to advance transportation issues at the regional level.

The Palm Coast City Council previously voted to approve an expansion of the TPO boundaries which included Palm Coast. In the next month or two, the City Council will vote on an interlocal agreement that would formally include the City of Palm Coast as a voting member of the TPO.



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

May 6, 2014

Find Your Florida 2014 Photo Contest enters final weeks of competition

Palm Coast, Fla. – There are just three weeks remaining in the City of Palm Coast's Find *Your* Florida 2014 Photography Contest – with all entries due by May 31, 2014.

Prizes will be awarded, and photographs submitted for the contest will be used by the City for marketing, promotional and public relations purposes.

The theme of the contest is "Find Your Florida in Palm Coast." Winning photos will illustrate what makes Palm Coast special. Examples of what the City is looking for include: family fun at our events, sports activities, cultural clubs and organizations, and on our parks and trails; active lifestyle such as walking/running/bicycling, sports, swimming, fishing and boating; and nature such as beautiful landscapes, wildlife and waterways. The City wants to share what's special about Palm Coast!

First, second and third place will be awarded. Gift certificates to local businesses will be awarded in the following amounts: First Prize, \$200; Second Prize, \$100; and Third Prize, \$50. Gift certificates will be offered to a variety of businesses, and winners will be able to select from the list. In addition, honorable mentions will be awarded as determined by the judges. Winning photographs will be displayed on the City's website and at City facilities. Winning photographers will be recognized at a meeting of the Palm Coast City Council.

Photographers may submit up to 20 entries. It is free to enter. Entries must be submitted no later than midnight May 31, 2014.

Photographs submitted for the contest must be taken in the City of Palm Coast. The photographs will be used by the City for marketing, promotional and public relations purposes such as publications, videos and websites to promote the City of Palm Coast. All submissions will become the property of the City of Palm Coast.

For complete guidelines and an online entry form, visit www.palmcoastgov.com/photocontest.

For more information, contact Cindi Lane, Palm Coast communications & marketing manager, at 386-986-3708.



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

May 7, 2014

Palm Coast's Frieda Zamba Swimming Pool now open Monday thru Saturday

Palm Coast – It's time to get in the pool! The City of Palm Coast's Frieda Zamba Swimming Pool is now open, and hours will expand to include Saturdays starting May 10. The pool is located at 339 Parkview Drive, adjacent to Belle Terre Park.

Hours through May 24 are 2-7:30 p.m. Monday through Friday, and noon-6 p.m. Saturdays. The pool will be open seven days a week beginning May 25. There are four pavilions on the pool deck available for reservation, and the entire facility can be rented for after-hours events.

Whether it's lessons, exercise, open swim with friends or fun special events, families will love spending time at the pool! Watch for theme days, admission specials and the Dive-In Movie program. Mark your calendars now for two big events at the pool in May:

- **Pool Safety Day** Saturday, May 17, 1-4 p.m. Pool games, mini learn-to-swim classes, water safety and first aid info/demos. \$1 youth 17 and under; \$2 adults/seniors.
- **Tribute to the Troops** Sunday, May 25, noon-6 p.m. In honor of current and retired military personnel, free admission for those with military ID.

Swimming lessons will begin soon. Water Babies – a parent-child water intro class using games, music and fun to introduce young children (6 months and older) to the water – will be held 1:30-2 p.m. Tuesdays, Thursdays and Fridays from May 13 to 23. Cost is \$30. Swimming lessons for children and adults will also be offered in June and July, with three levels offered. Register at www.palmcoastgov.com/register.

The Frieda Zamba Pool is located at 339 Parkview Drive, adjacent to Belle Terre Park and the Buddy Taylor/Wadsworth School campus. Daily admission is \$4 adults; \$3 for seniors (65 and older) and youth (ages 2-17); and free for children under 2. Seasonal and three-month memberships are available for families, couples and individuals.

The City pool is named for local surfing legend Frieda Zamba, a four-time world surfing champion from Flagler Beach. Zamba won three straight titles from 1984-1986, then again in 1988, and is regarded by many as the greatest woman surfer of all time.

For more information, call the pool at 386-986-4741 or call Parks & Recreation at 386-986-2323.



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

May 8, 2014

Want to learn how to use Facebook? 'Facebook 101' will be May 21

Palm Coast, Fla. – Are you ready to join Facebook, but need help with the basics? "Facebook 101" is the topic for this month's Palm Coast Parks & Recreation Lunch n' Lecture, to be held Wednesday, May 21. The presenter will be Jason Giraulo, digital communications coordinator for the City of Palm Coast.

The Lunch n' Lecture will be 11 a.m. to 12:30 p.m. at the Palm Coast Community Center, 305 Palm Coast Parkway NE. The Lunch n' Lecture is free, but pre-registration is required.

Facebook is a social networking website. Wonder what all the hype is and why it's so popular? This workshop will introduce you to the basics of Facebook, help you set up your own account, add to your profile, choose your security settings and teach you to navigate the wonderful features Facebook offers. There will also be opportunities for your questions to be answered. Participants are encouraged to bring their own tablets, smart phones and laptops. Public Wi-Fi will be available.

Jason Giraulo, the presenter, has over three years' experience in managing the City's social media accounts such as Facebook, Twitter and YouTube. Giraulo has a bachelor's degree in communications from Flagler College and is an avid birder.

Sign up for the Lunch n' Lecture at www.palmcoastgov.com/register. For more information, contact Parks and Recreation at 386-986-2323.









FSBDC IMPACT

April, 2014

Helping Businesses Grow and Succeed

Businesses By Location



	Pre Ven-				
Customers By City	ture	Start-Up	Micro	SME	Total
Bunnell	0	1	0	2	3
Flagler Beach	1	1	1	1	4
Palm Coast	11	11	10	1	33
Other	0	0	0	2	2

Where We Spend Our Time

Individualized Assistance Goal of 52 per Month	Pre Ven- ture	Start-Up	Micro	SME	Total
Customer Sessions	25	15	14	16	70
Assistance Hours	21.50	38.25	28.50	38.75	127.00
% Hours to Total	16.9%	30.1%	22.4%	30.5%	



Our Analysis

April saw a drop in consulting hours and client contact sessions although this Center is above its YTD Goals as established by both the FSBDC and the City of Palm Coast. I expect that we will continue to exceed established goals for the Center, and that the trend will shift from Pre-Venture to Micro and SME business as we develop broader skills with which to help clients.

Compared to March, Pre-Venture client sessions dropped by 50% while contact hours decreased by approximately 60%. This change reflects the comment made last month that we were seeing more single session clients .

Overall, the number of businesses served is a function of having 2 business consultants providing services. Currently,

100% of this Center's clients are referred by existing businesses in the community or by clients we have previously served.



Although 25 (59.5%) of our 42 business clients are in the Pre-Venture Start-Up classification, only 47% of consulting hours are spent with these clients. As presented to Palm Coast City Council on April 29, this Center believes that the future economy will be developed by entrepreneurs focused on product and service innovation. How this development will affect our services is a topic of interest.

This change in our future economy may redefine the role of the FSBDC in serving the economic development needs of our communities.









FSBDC IMPACT

April, 2014

Helping Businesses Grow and Succeed

Performance Against Goals



Market Segmentation Goals	YTD Goal	YTD Actual	Status
Pre-Venture Individuals	88.24	180.9	
Start Up Businesses	70.59	77.83	
Micro Businesses	105.89	91	
SMEs	88.24	117.75	
Total Segmentation Hours	352.96	467.48	
Core Consulting Service Goals			
Start-Up Assistance	26.47	117.45	
Business Plan Assistance	35.3	58.75	
Market / Growth Assistance	61.77	53.75	
Capital Access Assistance	35.3	19.25	
Financial Management Assistance	8.82	116	
Other Assistance	8.82	31.6	
Total Core Consulting Hours	176.48	396.8	

Our Analysis



Overall, this Center is achieving the goals set forth. As new consultants join the FSBDC, we should expect to see an increase in Pre-Venture consulting hours, and this occurred in the 1st quarter 2014. Our client trend is toward businesses with 3 or more years of experience. These clients generally are seeking help with access to capital, financial management, and marketing/sales. Our Center's strength is founded in business financials, general management, and business planning and operations . We will look for opportunities to expand our services with more specialization in sales and marketing. For the first 4 months of 2014, we are ahead of plan.









FSBDC IMPACT

April, 2014

Helping Businesses Grow and Succeed

General

1. Updates

1. Home Based Businesses

Tentative plans to launch this series in 2014. Will be integrated into Business Academy and Office Divvy will help develop the program and will be the event sponsor

2. Business Connect

Letters sent to 26 contractors in the construction, roofing, and plumbing trades. More attention needs to be devoted to this effort.

EXPO 2014

All presenters have been conformed. Exploring options for marketing the event and finding event sponsors.

4. FBLA Partnership

Spoke to the Marketing Class at Matanzas High School on creating the marketing portion of their business plan. Exploring options to expand our effort.

2. Upcoming Events

Closing the Execution Gap - June 2014 Understanding Your Business Profit Drivers - July 2014 Strategic Planning Analysis - August 2014 Women in Business - September 2014 Lean Principles - September 2014 Running Your Business from Home - October 2014

3. Existing Program Updates

A. Business Academy -

i. training schedule published for 2014.

B. Economic Development

i. Presented Florida SBDC survey results to Palm Coast City Council. Through our first 3 years of operation, customers of the FSBDC/BAC have generated over \$21.3 million in economic impact.

4. Training and Education

- 1. Ambitious plan for the remainder of 2014. The Business Academy and Office Divvy will develop a multi -series program for those entrepreneurs running a business from their homes.. Home based business face unique challenges and this series will identify opportunities to align strategies with current trends.
- 2. Reviewing Business Academy strategy to understand how the FSBDC and Palm Coast BAC can better serve the business education and training needs of Flagler County. This effort will be developed around changes in the global economy and affect on existing business owners as well as aspiring entrepreneurs. Since 1872, the United States has held the #1 position as the world's largest economy. According to some economists, China will move to the #1 position in 2014, much sooner than expected. The US will become an exporting nation and Florida is an ideal location.









FSBDC IMPACT

April, 2014

Helping Businesses Grow and Succeed

Entrepreneur Night at the brand-new 727 Jazz at the European Village

That was a good event at European Village - Palm Coast. Over 150 folks come out despite weather and storm warnings; this is a strong entrepreneur community here!









Entrepreneur Night continues to attract 100+ business owners and professional each month. Attended by many of our clients and provides an opportunity for this Center to discuss services available.









FSBDC IMPACT April, 2014

Helping Businesses Grow and Succeed

Building the Brand

Palm Coast Business Assistance Center to mark 3 years

By Aaron London aaron.london@news-jrnl.com

Published: Monday, April 28, 2014 at 3:18 p.m. Last Modified: Monday, April 28, 2014 at 3:18 p.m.

PALM COAST — When the Palm Coast Business Assistance Center marks its third anniversary on Thursday, it will have a 21 million reasons to celebrate.

A recently released survey of Florida Small Business Development Center customers found the Palm Coast center generated \$21.3 million in economic impact in its first three years of operation.

Palm Coast Business Assistance Center clients last year reported nearly \$5.5 million in sales, \$3.2 million in capital spending and \$2.3 million in salaries and wages, according to a news release.

"Every business is one step away from success and one step away from mediocrity," said Joe Roy, area manager for the Palm Coast Business Assistance Center, in the release. "We provide hope of a better day."

Roy said plans are in the works for an anniversary celebration at the center later this week. The center is at 160 Cypress Point Parkway, Suite B-105, in the City Marketplace complex in Palm Coast.











FSBDC IMPACT April, 2014

Helping Businesses Grow and Succeed

Business Assistance Center Chief Seeks to Broaden Impact

GETTING THE JOB DONE: KEYS TO BUSINESS SUCCESS

Business assistance center chief seeks to broaden impact
By Aaron London

aaron.london@news-jrnl.com

Published: Sunday, May 4, 2014 at 5:30 a.m. Last Modified: Friday, May 2, 2014 at 9:36 p.m.

PALM COAST - Looking back at the past three years, Joe Roy has a lot

to be pleased about. The Palm Coast Business Assistance Center, which Roy leads as its area manager, celebrated its third anniversary on Thursday.

Since its launch, the Palm Coast center has helped area businesses that have contributed an estimated \$21.3 million to the local economy, according to a recent report by the Florida Small Business Development Center network.

Roy said he is looking to increase the number of businesses his center helps by providing counseling and training.

Roy sat down with The News-Journal to talk about the center's efforts.

The 2013 survey of Florida Small Business Development Center clients reported the economic impact of the Palm Coast Business Assistance Center has increased every year since its creation in 2011. Are you satisfied with the progress?

-I'm happy with the progress. Trying to help small businesses, we are never quite satisfied and are always trying to help them out. But I am quite satisfied with where we are today.

The rest of the article can be found at:

http://www.news-

journalonline.com/article/20140504/BUSINESS/140509812/0/search?p=all&tc=pgall&tc=ar





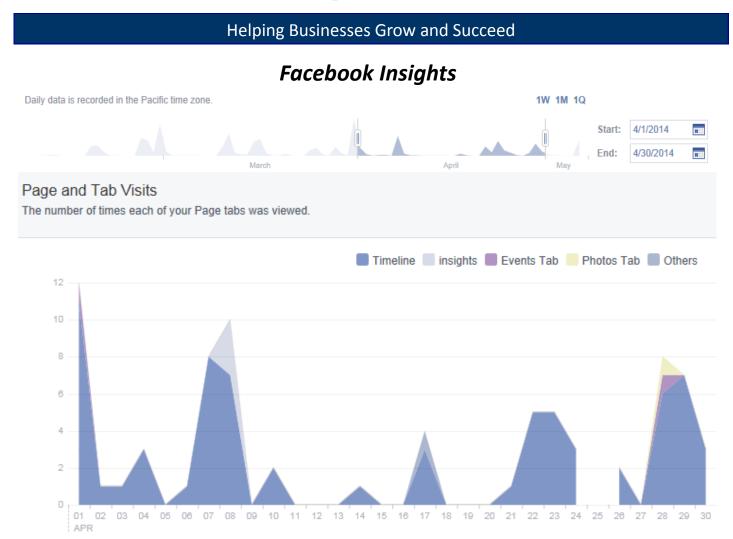






FSBDC IMPACT

April, 2014



The chart shows the number of times our page and tabs were viewed. April Strategy: Inspirational business quotes, reminders about upcoming training events, promoting FSBDC at UCF's page, and client testimonial.