



## Memorandum

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**To:** The Honorable Mayor and City Council  
**From:** Jim Landon, City Manager  
**Date:** February 5, 2016  
**Re:** Week-In-Review

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*USTA Men's Futures Tennis Tournament Main Draw  
Tuesday, February 2 thru Sunday, February 7  
Palm Coast Tennis Center*



*Thursday, February 5 thru Sunday, February 7  
Palm Coast Community Center*

*Battle for Palm Coast Tennis Cup  
Tuesday, February 9, 3pm to 6pm  
Palm Coast Tennis Center*

*Daddy Daughter Dance  
Friday, February 12<sup>th</sup>, 7:30pm  
Palm Coast Community Center*

*Movie in the Park  
Friday, March 11, 7:45pm  
Central Park in Town Center*

### **Job Fair for Firefighters**

Last week, a job fair was held for firefighters at Palm Coast Fire Station 25. Potential candidates were able to tour Fire Station 25; meet and greet with Palm Coast Firefighters, including the Chief and Deputy Chief; and get an up close look at fire apparatus used by our firefighters.



### **Palm Coast Firefighter's Recognized**

Last week, at the annual Public Safety Awards banquet, two of Palm Coast's own were recognized. Palm Coast Fire Lt. Jennifer Fiveash was named Public Safety Firefighter of the Year, and Palm Coast Volunteer Fire Police Capt. Steve Garnes was named Public Safety Volunteer Firefighter of the Year. Congratulations to Lt. Fiveash and Captain Garnes for this recognition of their hard work and dedication to the Palm Coast Fire Department.



### **Annual Health and Safety Wellness Calendar**

This week, the Wellness and Safety Teams honored the winners of the first Annual Health and Safety Wellness Calendar participants at the evening City Council Meeting. Many City employees' children, 18 years and younger, participated by submitting a drawing or painting about health, safety and workplace safety that may affect them personally or their family members. For more information, see the Community Development Department update attached.

### **Palm Coast Received Tree City USA Growth Award 2015**

The National Arbor Foundation has once again awarded the City of Palm Coast, the *Tree City USA Growth Award 2015*. This is our 9<sup>th</sup> year in a row to receive this award and a great honor, to add to the City's recognition as a certified *Tree City USA*, which the City has received for 10 consecutive years. See Attached notification from the Florida Department of Agriculture and Consumer Services, for more information.

### **City of Palm Coast Deputy Fire Chief Responds 1<sup>st</sup> to 911 Call**

City of Palm Coast Deputy Fire Chief Jerry Forte, was the first to respond to a 911 call this week in which an elderly resident had fallen into his swimming pool and needed to be rescued. Deputy Chief Forte was in the neighborhood when he heard the call and was able to respond within moments. This is a great example of the dedication of our Fire Department staff and their ability to act swiftly in emergency situations to prevent a potential tragedy. For more information, see the attached news release.

### **Next Week:**

- *Tuesday, February 9<sup>th</sup>, City Council Workshop, 9am, City Hall – Community Wing, 160 Lake Avenue*
- *Friday, February 12<sup>th</sup>, Volunteer Firefighters' Pension Board Mtg, 8:30am, Fire Station 25, 1250 Belle Terre Pkwy*

### **Attachments**

- Administration 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: Birds of a Feather Fest – exhibitors, 2016 Photo Contest begins, 2016 Public Safety Awards, Feb 2016 Lunch N Lecture, Palm Harbor Pkwy Closing at Chris Lane, Palm Coast Deputy Fire Chief Makes Rescue, Birds of a Feather Festival Overview
- Florida Department of Agriculture and Consumer Services Recommendation Letter



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

**Friday, February 5, 2016**

**City Clerk**

- Processed 6 public records requests.
- Processed 4 litigation documents.
- Prepared and processed 32 documents for recording.
- Prepared and posted 1 agenda and 2 sets of approved meeting minutes to Web.
- Processed 3 resolutions.
- Completed 1 Proof of Life document for a citizen.
- City Clerk processed another candidate for the Mayoral race.
- The City Clerk attended week 2 of the Employee Academy.

**Communications & Marketing**

- Handled various media inquiries
- Coordinated advertising
- News releases sent: Birds of a Feather Fest – exhibitors, 2016 Photo Contest begins, 2016 Public Safety Awards, Feb 2016 Lunch N Lecture, Palm Harbor Pkwy Closing at Chris Lane, Palm Coast Deputy Fire Chief Makes Rescue, Birds of a Feather Festival Overview
- Staffed Council workshop
- Posted to Facebook and Twitter
- Staffed the 2<sup>nd</sup> annual Birds of a Feather Festival



- Videotaped/aired live the City of Palm Coast City Council Meeting.
- Videotaped highlights of the USTA Pro Circuit Men's Tournament at the Palm Coast Tennis Center.
- Videotaped Birds of a Feather Festival outing at Matanzas Inlet.
- Provided technical supporting role for various meeting setups in the City Hall Community Wing.
- Created DVD data disc of USTA Tournament video highlight files for a citizen.
- Performed pre-production measures for upcoming USTA Pro Circuit Men's Finals match.

## **Purchasing and Contracts Management**

### **Purchasing & Bidding:**

RFP-PW-SD-16-02 Surplus Sale of Excess Soil Material

ITB-CD-CME-16-04 Irrigation Materials Palm Harbor Parkway Extension Phase II Project

ITB-CD-CME-16-01 Multi Use Path Phase 6 Seminole Woods Blvd

### **Contracts:**

- Spherion Staffing, LLC, Temporary Labor Services, RFP-ADM-HR12-02, 09-10-16 thru 09-09-17
- Gargiulo Art Foundation, Inc., Cultural Arts Grant Agreement, 10-01-15 thru 09-30-16



# IMPACT

FEBRUARY 5, 2016

## EFFORTS

consulting

# 8  
Sessions 2,460

28:00  
28:00  
Hours 4,653:45

training

# 0  
Attendees 1,232

0:00  
0:00  
Hours 4,535:00

## RESULTS

jobs 0  
0  
186  
186  
Total

new businesses 54  
 Total

## INVESTMENT

Salaries / Capital / Increased Sales

FISCAL YEAR: \$ 614,000

SINCE 2011: \$26,444,912

**R O I** = \$90 per \$ invested

Week: February 1 - 5

Month: February

To Date: Since May 1, 2011





## NEW PALM COAST BUSINESSES

- B.H. Total Service Solutions Inc – 21-B Utility Drive – Surveying & Mapping
- Spectrum Sales Inc – 18 Hargrove Grade – Used Car Dealer
- Truly Yours Title LLC – 21 Old Kings Rd – Insurance Agency
- John A. Walsh M.D, P.A – 14 Office Park Drive– Medical Office
- Big Kahuna Kettle Corn – Home Based – Mobile Food Vendor
- Element Air & Refrigeration LLC – Home Based – HVAC Contractor
- United Safety of America – Home Based – Unclassified Personal Service
- Victoria Lee Homes & Décor – Home Based – Interior Decorator
- Bentley Silver – Home Based – Retail Sales
- Clarks Auto Recon – Home Based – Vehicle Repair
- Rental Home Vacations – Home Based – Unclassified Personal Service
- Coastal Decals – Home Based – Internet
- Howell Handyman Inc – Home Based – Handyman Service
- Viapure Living LLC – Home Based – Internet
- StarBright Fairy Tales LLC – Home Based – Internet

**OPEN**



**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](http://www.PalmCoastBAC.com)





## INFORMATION TECHNOLOGY

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**TO :** Jim Landon, City Manager  
**FROM :** Steve Viscardi, IT Director  
**DATE :** 2/5/2016  
**RE :** Week In Review

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### Department/Division Support

#### ENTERPRISE

- Applications Division automated some reports for Purchasing & Contracts.
- Applications Division updated the Photo Contest on the website for the 2016 Photo Contest that started on the 1st.
- Applications Division modified the warrants workflow to better assist Finance staff in knowing where warrants are in the process.
- Applications Division made changes to On Base's records retention in order to generate more accurate reports as to what is being identified for destruction, and what is actually being destroyed.
- Applications Division sent out email to all Birds of a Feather Fest Registrants with information about the festival.
- Operations Division completed numerous Track-It's.
- Operations Division provided support for the following meetings:
  - Employee Academy
  - Power Point Training Class
  - Code Board Meeting
  - Citizen's Academy
  - Council Business Meeting
- Operations Division continued training new employee Chris Ward.
- Operations Division staff completed phone installation in all conference rooms.
- Operations Division began evaluating City PBX to ensure best practices for emergency services compliance.
- Operations Division continued inventorying all City departments.

#### COMMUNITY DEVELOPMENT

- GIS Division staff continues to work with planners to update the City's CRS maps / data, in support of our ISO rating.

#### CITY CLERK

- GIS Division completed coordinate geometry (cogo) of 4 legal descriptions. This is part of an effort to establish License Agreements with all dock owners. The docks were digitized and attributed for inclusion in the Land Rights Project.

#### ENGINEERING & STORMWATER

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



# Public Works



**Nestor Abreu ~ Director**

**Activities for the Week of February 5, 2016**



**Constructed New Batting Cage at Indian Trails Sports Complex**

## **Parks & Medians Maintenance**

- Inspected 44,236 linear feet of park hiking trails.
- Inspected 36 irrigation zones, cleaned, replaced, adjusted spray heads, and repaired line breaks, along City medians.
- Painted two soccer fields for the Players Development Academy event.
- Inspected 21 irrigation zones, cleaned, replaced, and adjusted spray heads in City parks.
- Constructed the new batting cage at Indian Trails Sports Complex.
- Installed playground mulch at Ralph Carter Park and Seminole Woods Park.
- Repaired pedestrian bridge on the Indian Trails School trail.
- Performed safety inspections on playground equipment, parks, and trails at 22 locations.
- All mulched playgrounds (6) were leveled.
- Maintained all center medians on Belle Terre Parkway, Palm Coast Parkway, SR-100, and Old Kings Road.
- All City parks (12) were mowed and maintained.
- Grounds were maintained at 250 well sites and lift stations.
- Maintained the grounds at: 5-Fire Stations; 3-Water Treatment Plants; and 1-Wastewater Treatment Plant.
- Mowed 16 sports fields, three times each, for a total of 56 acres.
- Rake and prepared for play, ten courts at the Palm Coast Tennis Center.



Edging Baseball Fields at Indian Trails Sports Complex



## Streets Maintenance & Special Projects

- Mechanically swept and cleared debris from 25 lane miles of curb and gutter on main arterial roadways.
- Mowing the right-of-ways on Palm Harbor Parkway.
- Performed site distance trimming along Eric Way and traffic signal at Rymfire Drive.
- Repaired two pot holes on Belle Terre Parkway and Easthampton Drive.
- Poured and finished 60 cubic feet of concrete driveway at Water Treatment Plant 2.
- Installed/hung pictures throughout City Hall.
- Removed a tree near 137 Boulder Rock Drive.
- Removing/hauling dirt from Water Treatment Plant 3 to the US 1 sod farm.
- Repaired/replaced four street signs.
- Provided traffic control for the Birds of a Feather event.
- Responded to an after-hours call, repaired a downed stop sign on Zinnia Trail.
- Inspected and reported 15 street light outages to Florida Power & Light for repair.



Clean up after the “Color Vibe Run” in our Downtown

## Stormwater Maintenance

- Graded and stabilized 4,057 linear feet of residential swales.
- Cleaned 45 culvert pipes for a total of 1,170 linear feet.
- Installed one valley gutter on Zebra Court.
- Replaced/installed 60 linear feet of drainage pipe on Palmwood Drive.
- Maintained 72,375 linear feet of drainage ditches within the “W” neighborhood and along Lehigh Canal.



Installed Valley Gutter on Zebra Court



## Fleet and Facilities Maintenance

- Performed 10 fire fleet vehicle repairs; 3 preventative maintenances.
- Performed one road call for repairs.
- Performed preventative maintenance on 15 vehicles/equipment.
- Repaired 14 City vehicles, heavy equipment, and trailers.
- Repaired 30 pieces of small and hand-held equipment.
- Completed 24 facility maintenance requests.



Training for Commercial Driver's License



# 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-February 5, 2016- Stephen Flanagan, Director**

## PERMITTING ACTIVITY

The following is an update of permit and development application activity in Palm Coast from January 28, 2016 through February 3, 2016:

- Total number of permits issued: 133
- Since January 2009, \$1,056,541,978 construction dollars have been invested in Palm Coast.

Commercial Permit Applications			
60 Memorial Medical Parkway	3 Story 32 bed addition	Baston-Cook Company	\$7,200,000.00
6 Commerce Blvd (Designs for Health Inc.)	Renovations (electrical, mechanical)	Commercial Construction	\$125,000.00
Residential Permits Issued			
56 Buttonworth Drive	Addition	Aluminum Creations	\$18,000.00
143 Ridley Lane	Addition	Rinaldi Johanna	\$52,000.00
14 Rolland Lane	Addition	Jose Cosme	\$9,000.00
220 Pine Grove Drive	Addition	Cannon Home Services	\$61,000.00
36 Burning Bush Drive	Addition	Dotson Development	\$62,000.00
49 Paul Lane	Alteration	Harvey Liebman	\$1,000.00
98 Westmoreland Drive	Alteration	Stateline Contractors	\$4,000.00

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

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

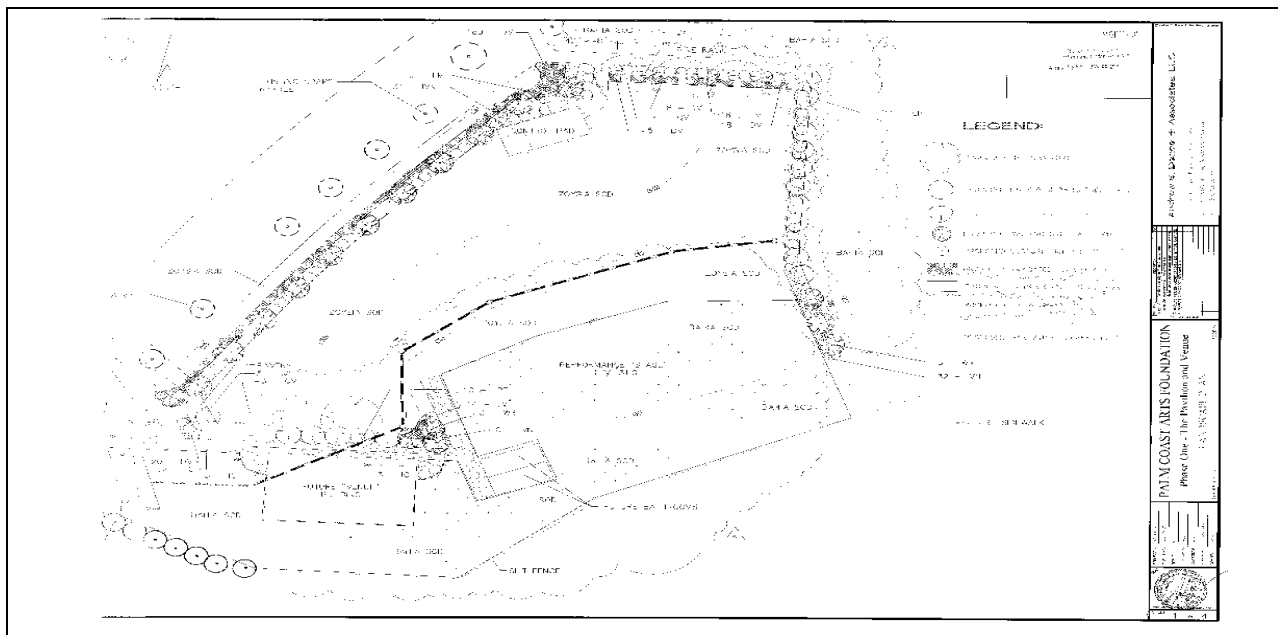
Construction Management & Engineering (386)986-3794

18 Kaufman Place	Single Family Residence	Everlast Homes	\$297,000.00
113 Arena Lake Drive	Single Family Residence	Paytas Homes	\$248,000.00
69 Red Mill Drive	Single Family Residence	Seagate Homes	\$295,000.00
13 Echo Sands Place	Single Family Residence	Seagate Homes	\$232,000.00
116 Eric Drive	Single Family Residence	Seagate Homes	\$306,000.00
46 Edward Drive	Single Family Residence	Seagate Homes	\$254,000.00
<b>Occupancy Permit</b>			
21 Old Kings Road N B105	Truly Yours Title LLC - title insurance		Saniye Pirro
3 Cypress Branch Way 108E	Vacation Consultants International - financial consulting		Aaron Harris
21 Utility Drive B	BH Total Service Solutions Inc. - Survey/mapping		Andrea Hannon
<b>Development Order Application Submittals</b>			
Technical Site Plan Tier I	Flagler Service Center Florida Power & Light Company: Location: 5910 State Road 100 East		Florida Power & Light Company

**PLANNING**

**Development Order Issued for Palm Coast Arts Foundation**

On January 29, 2016 the City of Palm Coast issued a Development Order for the Palm Coast Arts Foundation. This phase will include grading/ earthwork, grass stage area, utilities and landscaping. Stage structure, temporary office building, and bathrooms will be part of a future phase.



**First Annual Health and Safety Wellness Calendar**

On Tuesday, February 2, 2016 the Wellness and Safety Teams honored the winners of the first Annual Health and Safety Wellness Calendar by holding a pizza party in their honor and presenting them with awards at the evening City Council meeting. The young winners all a glow with excitement to be recognized by Mayor Netts and City Council in front of their families and friends.

City Employees’ children 18 years and younger participated by submitting a drawing or painting about health, safety and workplace safety that may affect them personally or their family members. The Wellness and Safety teams are hopeful the City Council recognition inspires our talented youngsters to enter next year’s calendar contest.



**CONSTRUCTION MANAGEMENT & ENGINEERING**

The following is an update since last week for projects in the City from January 28, 2016 through February 3, 2016

<b>Projects In Survey, Permitting &amp; Design</b>		
Section 1 & 2 Stormwater Modeling Evaluation of the Drainage System	60%	Stormwater modeling additional drainage elevations 50% complete.
Seminole Woods Multi Use Path (MUP)	2%	Topographical design was started.
<b>Projects Under Construction</b>		
Holland Park -Florida Park Drive	54%	Grading and installation of sidewalks continues. Rough grading of Playground area. Restroom block walls are being installed. Water meters/backflow preventers have been installed. Water line to Playground and restroom have been installed.
Colechester @ Collage Waterway Bridge # 63 Rehabilitation	94%	West side abutments are being poured and are 50% complete.
Palm Harbor Extension	48%	The new 10" watermain was connected on the west end of the new Palm Harbor Parkway and is ready for chlorination. The 6" sewer force main was tied into the new Palm Harbor Parkway on the west end on February 3, 2016.
Seminole Woods Parkway Reclaim Water main Extension	97%	The relocated air relief valve has been coated and final completion inspection completed on February 3, 2016.



Development Projects		
Island Walk Shopping Center Phase 1	98%	Fire Flow test was witnessed onsite for the old Bealls Clearance store and new Pet Smart
Hidden Lakes Phase 2	71%	As-builts were received for review on January 28, 2016. Locate Wire test report was done January 29, 2016.
Island Walk Shopping Center Phase 2	26%	600 feet of new 6" water main was chlorinated and flushed on February 1, 2016 and bacteriological samples were taken.



**Holland Park Meter Installation**



**Holland Park Restroom Building**



125 Cats

67 Dogs

4 Rabbits

## *Animals ready for homes*

Allergies in pets are more common than people realize. Most common allergies in furry family members are to fleas and food ingredients. Symptoms will manifest as hairloss, scratching, red bumps, and yeasty smell. You may notice bumps on the belly area and a yeast smell coming from the ears. Easy ways to resolve your pet's flea issues is to place the pet on a flea prevention and bath regularly. Switch your pet to a grain free diet to help with food allergies. More severe cases should consult their veterinarian for an allergy test to help narrow down the causes of the pet's discomfort.

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

**"Doghouse Donation Boxes"** are found at all the fire stations in Flagler County. You can drop off donations anytime at your nearest fire station. FHS appreciates all donations, especially those from our Wish List (available at [flaglerhumanesociety.org/wish-list](http://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. If you are interested in volunteering at these events, please contact Katie at [kshare@flaglerhumanesociety.org](mailto:kshare@flaglerhumanesociety.org).

**Adoption Specials:** February Adoption Special – "Give a Little Love" this Valentine's Day and adopt a homeless pet. FHS will be running a Valentine's Day Adoption Special from February 1 – 15. Specially marked adoptable pets will only be \$14 to adopt! These pets have been at the humane society for over 30 days and are in need of a loving home. Stop by and see them today!

**Upcoming Fundraisers/Events:** Save the date for the 11<sup>th</sup> annual Spay-ghetti Dinner. The dinner will be held at the Elks Club on March 5<sup>th</sup>, 2016. Cash bar is open at 5 pm and the fun continues until 9 pm. There will raffles, silent auction, and a chance to show off your dancing moves!

**Public Announcements:** The Flagler Humane Society has a variety of subsidized spay and 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](mailto:info@flaglerhumanesociety.org) for questions.

FHS has opened a wellness clinic for minor veterinary issues. Appointments can be made by calling the customer service line at 386-445-1814. Low cost vaccination clinics will still be held on the 1<sup>st</sup> and 3<sup>rd</sup> Saturday of every month from 1pm-3pm. No appointments are necessary.

FHS also offers a "Pet Food Pantry" for those that are in need of assistance. Please call to see if you qualify.

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

## Pet of the Week



### Community Cats

FHS is desperately in need of homes for community cats that can live as a "barn cat". These cats, like Lydia, are spay/neutered, given a rabies vaccination, and have an ear notch. You can adopt one today for a very minimal fee. Call our adoption specialist for more information.

#### **Adoption specialist:**

*Danielle Camic*  
[dcamic@flaglerhumanesociety.org](mailto:dcamic@flaglerhumanesociety.org)  
(All adoptions and outreach)

Information on events to benefit our homeless animals can be found on our website, [www.flaglerhumanesociety.org](http://www.flaglerhumanesociety.org)





## *Fire Department*

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**To:** Jim Landon, City Manager  
**From:** M. C. Beadle, Chief  
**Date:** February 4, 2016  
**Re:** Week in Review

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In the past week, the department responded to 187 calls. There was 1 structure fire with minor damages reported, one dumpster fire and two outside rubbish fires. A total of 135 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.

Palm Coast Fire Lt. Jennifer Fiveash was named Public Safety Firefighter of the Year, and Palm Coast Volunteer Fire Police Capt. Steve Garnes was named Public Safety Volunteer Firefighter of the Year at the Public Safety Awards banquet held Sunday.

A Job Fair for firefighters was held Monday, January 29, with an outstanding turnout of participants.

Firefighter David West successfully completed his paramedic testing process and has been promoted to the rank of Firefighter Paramedic.

The 1976 Ward LaFrance (Engine 222) was loaded on a trailer yesterday for its trip back to its original hometown in Mohegan Lake, NY.

Deputy Chief Forte happened to be in the area when a call came in for an elderly gentleman in distress in a swimming pool and was able to quickly respond and pull him to safety.



## Parks & Recreation

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**To:** Jim Landon, City Manager  
**From:** Luanne Santangelo, Parks and Recreation Director  
**Date:** February 5, 2016  
**Re:** Week in Review

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### **UPCOMING EVENTS:**

#### *USTA Pro-Circuit Futures Tennis Tournament*

Held from **January 29-February 7** at the award winning Palm Coast Tennis Center, will feature singles and doubles men's competition. **The USTA Pro Circuit**, with approximately 90 tournaments hosted annually throughout the country, is the pathway to the US Open and tour-level competition for aspiring professional tennis players. The USTA launched its Pro Circuit in 1979 to provide players with the opportunity to gain professional ranking points, and it has since grown to become the largest developmental tennis circuit in the world.

#### *Daddy Daughter Dance- "Underwater Fantasy Ball"*

A time to remember! Discover precious moments together at this delightful event held on Friday, February 12, 2016. Participants will enjoy a glorious time full of music, food & more to create memories never to be forgotten! For details visit [www.palmcoastgov.com/events](http://www.palmcoastgov.com/events)

### **UPCOMING ACTIVITIES:**

#### **♦Toddlers**

*Teddy Bear Picnic* – Monday, February 1 from 10 am-10:30 am at the Palm Coast Community Center, 305 Palm Coast Parkway, NE. Toddlers aged 2-5 will participate in story time, crafts, games and snacks. Our theme for February is Valentine's Day with "Fish" for love and musical hearts. **Free** to attend but children must be pre-registered.

*Little Picassos* – Toddlers will create their own masterpieces using a variety of media including paint, clay and more. The first "Picassos" class will be held on Thursday, February 11 beginning at 10am. Pre-registration and payment of \$8 fee required.

*Little Chefs* – Bring your little "Guy Fieri" or "Rachel Ray" to our monthly Little Chefs program. Your aspiring "Little Chef" will learn how to make healthy and tasty snacks. The next Little Chefs will be held on Tuesday, February 16 beginning at 10am. Pre-registration and payment of \$8 fee required.

## ◆Adults & Seniors

### *Game Day Social – EXPANDED VERSION*

Now held two days per week, our Game Day Social commences **every Tuesday and Thursday** from 12:30-4pm at the Palm Coast Community Center. This relaxed social atmosphere allows 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. Light refreshments served.

### *Co-ed Athletics at ITMS, 5505 Belle Terre Parkway*

**Basketball** – Tuesday & Thursday nights held January 12-May 19 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.

### *Co-ed Athletics at BTMS, 4500 Belle Terre Parkway*

**Volleyball** –Monday & Wednesday nights from January 11-May 18 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.

### *Dance with Me! Ballroom Dance Classes*

Learn and enjoy the basic steps and patterns associated with the six core dances each Wednesday from 7-8pm at the Palm Coast Community Center.. Experience the grace and style of the **Waltz**. Glide along the floor with an impressive **Foxtrot**. Display the passion associated with the **Tango**. Feel the heat of the **Cha Cha**. Dance the romantic **Rumba**. Wow your friends with the **East Coast Swing**. Perfect for single dancers as well as couples. Beginners welcome.

### *Pickleball*

Join us at Belle Terre Park on **Wednesdays** (from 6-8pm) and **Fridays** (from 11a-1p) to enjoy one of 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 above.

### *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. **Held every Tuesday** from 1-4pm at the Palm Coast Community Center, this woodcarving group is comprised of men and women at all levels and abilities. Visitors are welcome and encouraged to attend.

*Critic's Choice Club* – **Thursday, February 4** at “Finnegan’s Black Cloud Saloon”. Join us on this monthly adventure to new restaurants in ours and surrounding communities. Pre-registration required. Cost of meals and transportation is at the participant’s expense.

*Women’s Self Defense Class* – The next class will begin on **Monday, March 7** from 6 pm-8 pm at the Palm Coast Community Center, 305 Palm Coast Parkway, NE. Instruction provided by Sergeant Lutz of the Flagler County Sheriff’s Office. Women will learn effective methods to ward off an attacker. Appropriate for ages 12 years and up. Pre-registration is required; **cost is free**.

### ◆ *Discover Trips*

#### *Capone's Dinner & Show (Activity #10907)*

Your adventure begins in a turn-of-the-century ice cream parlor where your party will knock three times, give the secret password and discover the mysterious world of 1931 gangland Chicago. A delicious buffet lunch will be served, then your entertainment will begin delivering loads of laughs, gangster action, audience interaction and a toe-tapping musical production. **Pre-Registration required by Monday, February 1<sup>st</sup>**

**Day/Date:** Thursday, February 18, 2016  
**Time:** Depart the Palm Coast Community Center 9:30 am (lunch and show 1:00 pm)  
Return to the Palm Coast Community Center at approx. 6:00 pm  
**Location:** Kissimmee, Florida  
**Fee:** \$65/person

#### *Quilt Festival & Museum (Activity #10908)*

View hundreds of quilts and a variety of quilt & craft demonstrations created by over thirty Florida Quilt Groups and Participants, visit Trenton's historic buildings centered around a turn of the century Railroad Depot; Also featuring: Quilt Demonstrations, Old Time Crafts, Antique Dealers, Music & Good Food, Plus a Display of Antique Cars & Tractors. **Pre-Registration required by February 29<sup>th</sup>**

**Day/Date:** Saturday, March 19, 2016  
**Time:** Depart the Palm Coast Community Center: 8:30 am (lunch on own at Festival)  
Return to the Palm Coast Community Center at approx. 4:00 pm  
**Location:** Trenton, Florida  
**Fee:** \$35/person



## Event Calendar for 2/5/2016 through 2/29/2016

**2/5/2016 12:00 AM**

### Birds of a Feather Fest

Palm Coast Community Center

**2/6/2016 10:00 AM**

### 2nd Annual Flagler Beach Polar Plunge

Downtown Flagler Beach

**2/8/2016 12:30 PM**

### Garden Club Meeting

Flagler County Extension Service

**2/9/2016 3:00 PM**

### Battle for Palm Coast Tennis Cup

Palm Coast Tennis Center

**2/12/2016 6:00 PM**

### Daddy Daughter Dance

Palm Coast Community Center

**2/12/2016 7:30 PM**

### The McCartney Years

Flagler Auditorium

**2/13/2016 10:00 AM**

### Second Saturday Plant Sale

Washington Oaks Gardens State Park

**2/13/2016 11:00 AM**

### Hot N' Spicy Music and Food Festival

Florida Agricultural Museum





## Event Calendar for 2/5/2016 through 2/29/2016

**2/13/2016 2:00 PM**

### Gamble Jam Session

Gamble Rogers Memorial State Recreational Area

**2/16/2016 7:30 PM**

### The Sicilian Tenors - Amore!

Flagler Auditorium

**2/17/2016 10:00 AM**

### Low Tide Shorebird Walk

Gamble Rogers Memorial State Recreational Area

**2/17/2016 11:00 AM**

### Lunch N Lecture Series

Palm Coast Community Center

**2/18/2016 12:00 AM**

### Get Published Series

Co-Work office

**2/18/2016 9:30 AM**

### Discover Trip to Capone's Dinner & Show

Palm Coast Community Center

**2/21/2016 2:00 PM**

### Michael Vickey's Dulcimer Concert

Gamble Rogers Memorial State Recreational Area

**2/22/2016 6:00 PM**

### Full Moon Beach Stroll

Gamble Rogers Memorial State Recreational Area



## Event Calendar for 2/5/2016 through 2/29/2016

**2/23/2016 7:30 PM**

Hotel California

Flagler Auditorium

**2/26/2016 10:00 AM**

Day of Games

Women's Club

**2/27/2016 2:00 PM**

Gamble Jam Session

Gamble Rogers Memorial State Recreational Area

**2/28/2016 3:00 PM**

Dance Your Pants Off!

Flagler Auditorium



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To: Jim Landon, City Manager  
From: Richard Adams, Utility Director  
Date: February 4, 2016  
Re: Week in Review

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- The average water demand for the week was 6.909 million gallons per day; the average wastewater flow was 6.038 million gallons per day.
- Crews installed 12 new domestic water meters, 1 reuse meter, 1 new PEP tank and replaced 1 existing PEP tank.
- There were a total of 49 calls after hours.
- This week there were 212 disconnects for non-payment.
- Late last week we began receiving complaints about an increase in color in the water in the Palm Coast Plantation area. Crews began flushing the system Friday night and continued for most of this week. Engineering provided some hydraulic modeling and developed a plan for unidirectional flushing to increase the effectiveness of the flushing efforts. By the end of the week, most of the excessive color was cleared up. Field techs will continue to monitor the area and spot flush as needed until we begin the conversion to free chlorine disinfection which is scheduled to begin on February 17<sup>th</sup>.
- On Wednesday, at 8:00 am the 6" water main split on Cardwell Court. This affected 57 homes for 8 hours while repairs were made and included Club House Drive, Carry Court, Cardinal Court and Campbell Court. We also found a 10" irrigation line for the Palm Harbor Golf Course in the same location that was leaking and it was also repaired.



- Wastewater Collection finished-up the gravity sewer manhole replacement project on Patchogue Place including the road patch.
- Crews removed the remaining portion of the concrete driveway at 108 Coral Reef Court for replacement which was damaged from a water service line break.
- Staff continues to work with PBM Constructors on replacement of rotors at the wastewater treatment plant. The final rotor shaft was reinstalled this week along with the fiberglass cover.
- Wastewater crews inspected via CCTV, 5,838 feet of gravity sewer, inspected 24 manholes, repaired 2 service laterals and installed 1 dewatering system.
- Water Distribution crews replaced 3 water services lines (retrofits) and tested and repaired 82 backflow preventers.



## **NEWS RELEASE – City of Palm Coast**

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

**Feb. 2, 2016**

### **Exhibit Hall will be headquarters for this weekend's Birds of a Feather Fest**

**Palm Coast** – Organizations and companies with nature as their focus, especially those that are of special interest to bird-watchers, will be the featured exhibitors at the Palm Coast Birds of a Feather Fest. The Exhibit Hall will be open 9 a.m. to 5 p.m. Saturday, Feb. 6, and is free and open to the public. It will be located at the Palm Coast Community Center, 305 Palm Coast Pkwy. NE.

Festival exhibits will offer everything from birdhouses for sale to information on nature vacations to a sampling of the binoculars and other tools that make birding even more enjoyable. Exhibitors that will have booths include Opticorn Optics, Birds & Beasts, Wildside Nature Tours, Sand Art Crafts (birdhouses), and Birding with David Simpson.

Both the Flagler Audubon Society and Halifax River Audubon Society will have booths this year with representatives who can help beginners get started in the wonderful family-friendly hobby of birding and answer questions about local birding opportunities.

The Flagler County Art League will be conducting live demonstrations, and the Palm Coast Wood Carvers will be displaying and selling their unique creations. Birds of a Feather Fest mascot PeaCee invites everyone to be silly in the festival Photo Booth. And, for lunch, the Barnwood BBQ truck will be offering its delicious at the Community Center on Saturday!

Registration is still open for this weekend's Birds of a Feather Fest, being held Friday through Sunday, Feb. 5-7. The festival offers birding field trips, classes and a keynote dinner, and there are still openings for many of the activities. Birds of a Feather is set up like a conference with a buffet of activities from which to choose. In addition to the Exhibit Hall, there are free beginner bird walks and a free Wild About Birds demonstration on Saturday.

A complete schedule for the Birds of a Feather Fest is at [www.birdingfest.com](http://www.birdingfest.com), and registration is continuing for the activities that require pre-registration.

This year's sponsors include Florida Hospital Flagler, Florida Power & Light, the Palm Coast Observer, Top Birding Tours, the Home Depot and Bright House Networks.

Please join us and our mascot, PeaCee, for the second annual Birds of a Feather Fest – Fun for the Whole Flock!

For more information, visit [www.birdingfest.com](http://www.birdingfest.com) or contact Giraulo at 386-986-2484 or [jqiraulo@palmcoastgov.com](mailto:jqiraulo@palmcoastgov.com).





## **NEWS RELEASE – City of Palm Coast**

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

**Feb. 1, 2016**

### **City of Palm Coast's Find *Your Florida* 2016 Photo Contest begins**

**Palm Coast** – In a photograph, show what makes Palm Coast special!

The City of Palm Coast will hold the Find *Your Florida* 2016 Photography Contest from Feb. 1 through May 31, 2016. Prizes will be awarded, and photographs submitted for the contest will be used by the City for marketing, promotional and public relations purposes. This year, two new categories are being added – Best Bird photo and a Youth Category for children ages 17 and younger.

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 festivals, 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, birds and other wildlife, and waterways. The City wants to share what's special about Palm Coast!

First, second and third place will be awarded, plus the special awards for Best Bird photo and in the Youth Category. Gift certificates to local businesses will be awarded in the following amounts: First Prize, \$200; Second Prize, \$100; Third Prize, \$50; Best Bird photo, \$40; Youth winner, \$40. 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 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, 2016.

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, and at City facilities, 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](http://www.palmcoastgov.com/photocontest).

For more information, contact Cindi Lane, Palm Coast communications & marketing manager, at 386-986-3708 or [clane@palmcoastgov.com](mailto:clane@palmcoastgov.com).



## **NEWS RELEASE – City of Palm Coast**

Contact: Cindi Lane, Communications & Marketing Manager

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

**Feb. 2, 2016**

### **City of Palm Coast firefighters honored at Public Safety Awards banquet**

Palm Coast Fire Lt. Jennifer Fiveash was named **Public Safety Firefighter of the Year**, and Palm Coast Volunteer Fire Police Capt. Steve Garnes was named **Public Safety Volunteer Firefighter of the Year** at the Public Safety Awards banquet held Sunday.

The Palm Coast firefighters were among 10 people honored at the first annual awards program, held at the Palm Coast Elks Club.

Fiveash joined the Palm Coast Fire Department in October 2003 and was promoted to lieutenant in August 2014. She serves on the countywide EMS Advisory Committee, and is a Field Training Officer for Palm Coast Fire Department.

Garnes is captain of the Fire Police, which controls the traffic at emergency scenes. Since he became a volunteer with Palm Coast Fire, he has never missed a single call for service for the Fire Police.

“It is dedicated people like Jenn and Steve who make our community what it is,” said Palm Coast Fire Chief Mike Beadle. “We are like the postman: neither rain nor snow nor hurricane nor tornado keeps our responders from doing their jobs. I couldn't be happier or prouder of these two, and all the members of our department.”

Honored as **Law Enforcement Officer of the Year** was Flagler County Sheriff's Office Sr. Cmdr. Mark Carman, who serves as the Sheriff's Office's liaison to the City of Palm Coast for law enforcement. The Sheriff's Office provides law enforcement for the City of Palm Coast.

Other award recipients were:

**Public Safety Emergency Management Person of the Year** – Bob Pickering, Flagler County Emergency Management

**Public Safety Civilian Employee of the Year** – Winnie Oden, Flagler Schools

**Public Safety Volunteer of the Year** – Mike Lee, Flagler Emergency Management Volunteer

**Public Safety Health Professional of the Year** – Dr. Kristin McCabe-Kline, Florida Hospital Flagler

**Public Safety EMS Professional of the Year** – Jon Moscovitz, Flagler County Fire Rescue

**Public Safety Communications Officer of the Year** – Amy Sisti, Flagler County Sheriff's Office

**Public Safety Person of the Year** – Lt. Stephen Cox, Flagler Beach Fire Department

For more information, please contact Palm Coast Communications & Marketing Manager Cindi Lane at 386-986-3708 or [clane@palmcoastgov.com](mailto:clane@palmcoastgov.com).



**NEWS RELEASE – City of Palm Coast**

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

**Feb. 2, 2016**

**Learn about Medicare, other health insurance programs at Lunch n' Lecture Feb. 17**

**Palm Coast** – Are you a senior adult who would like to better understand health insurance?

The Florida Department of Elder Affairs will make a presentation on its SHINE program – Serving Health Insurance Needs of Seniors – at Palm Coast Parks & Recreation's Lunch n' Lecture on Wednesday, Feb. 17. SHINE offers free Medicare and health insurance education and counseling along with assistance to people with Medicare, their families and caregivers.

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, with lunch included, but pre-registration is required by 11 a.m. Monday, Feb. 15 (while space is available). Sign up at [www.palmcoastgov.com/register](http://www.palmcoastgov.com/register) or call the Community Center at 386-986-2323 for more information on registering.

Also mark your calendars for other upcoming Lunch n' Lectures:

- Wednesday, March 16 – “An Overview of Florida’s Geology and Natural History,” presented by Andrew Beall, senior lecturer at the University of North Florida.
- Wednesday, April 20 – “Hospice 101,” presented by Halifax Hospice. Speaker will discuss what Halifax Hospice is, the services provided, what hospice care is and the signs that hospice care may be needed.
- Wednesday, May 18 – Palm Coast City Manager Jim Landon will provide an update on City projects and economic growth.

Space is limited, so sign up for the Lunch n' Lecture early at [www.palmcoastgov.com/register](http://www.palmcoastgov.com/register). For more information, contact Palm Coast Parks & Recreation at 386-986-2323.



**NEWS RELEASE – City of Palm Coast**

Contact: Cindi Lane, Communications & Marketing Manager

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

**Feb. 5, 2016**

**Temporary road closure: Palm Harbor Parkway at Cris Lane in Palm Coast**

**Palm Coast** – Palm Harbor Parkway will be closed at Cris Lane beginning early Monday morning, Feb. 8, and continuing through the completion of the Palm Harbor Extension road construction in March. This temporary road closure is necessitated by the ongoing construction of the Palm Harbor Extension.

Access to Cris Lane and the Creek Course at Hammock Dune Club golf course will be provided through a detour. Motorists on Palm Harbor who need to get to Cris Lane or the Creek Course will be detoured to Cunningham Lane and Clementon Lane. Drivers will then be able to access the Creek Course from Cris Lane and the section of Palm Harbor Parkway north of Cris Lane.

The City appreciates the patience and cooperation of its residents during this important road improvement project.

For more information, call Customer Service at 386-986-2360.





**NEWS RELEASE – City of Palm Coast**

Contact: Cindi Lane, Communications & Marketing Manager

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

**Feb. 3, 2016**

**Palm Coast Deputy Fire Chief responds 1<sup>st</sup> to 911 call; rescues resident in pool**

**Palm Coast** – City of Palm Coast Deputy Fire Chief Jerry Forte was in the right place at the right time today when a 911 call came in about an elderly resident who had fallen into his swimming pool and needed to be rescued.

Forte just happened to be driving through the W Section of Palm Coast when he heard the call, and he was able to respond within moments. First on the scene, Forte jumped into the pool and pulled out the man, who was confused but breathing.

Palm Coast Fire Department crews from Station 25 arrived shortly thereafter and took over patient care until the man could be transported to the hospital by Flagler County EMS. A Palm Coast firefighter-paramedic also accompanied the man in the ambulance to assist with the rescue.

By early afternoon, Palm Coast Fire Chief Mike Beadle was praising his Deputy Chief for acting quickly to help a resident in need and for helping prevent what could have been a tragedy. “Kudos go out to Chief Forte,” Chief Beadle said.



## **NEWS RELEASE – City of Palm Coast**

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

**Feb. 4, 2016**

### **This weekend is the Birds of a Feather Fest!**

**Palm Coast** – It's finally time for the Birds of a Feather Fest! There's still time to get in on the fun.

To see the full schedule of spaces left for bird walks, classes and the Saturday night keynote dinner, visit [www.birdingfest.com](http://www.birdingfest.com). The festival is being held Friday through Sunday, Feb. 5 to 7, in Palm Coast. The event is organized like a conference, and you can choose as little or as much as you'd like. There's no overall registration fee, and many of the activities on Saturday are free and family friendly or great for beginners.

The festival is headquartered at the Palm Coast Community Center, 305 Palm Coast Pkwy. NE – at the corner of Club House Drive and Palm Coast Parkway. A few highlights to consider:

**Big Trips** – Space is still available for several of the big birding trips – Viera Wetlands and Talbot Island State Park on Friday; Merritt Island National Wildlife Refuge and Paynes Prairie Reserve on Saturday; and Merritt Island on Sunday. These trips are fully guided, and transportation is provided for some trips.

**Walks Closer to Home** – Shorebirds at Matantas Inlet, an Owl Prowl & Rail Walk at Princess Place Preserve, Woodpeckers & More at Princess Place, and Raptors & Birds of Prey round out the local birding field trips. Palm Coast and greater Flagler County are a birder's paradise!

**Classes & Workshops** – Birding Apps for your phone, Bird Photography, an Identification Primer and Post Processing for Photos are among the topics to help you advance your birding education and experience. Classes are available throughout the weekend!

**Keynote Speaker & Dinner** – “Florida's Birds of Prey: their Natural History, Role in Nature and the Challenges they Face as Florida Continues to Grow” is the topic for the dinner at 6 p.m. Saturday at Palm Coast City Hall, 160 Lake Ave. (Adjacent to Central Park in Town Center.) The speaker is birds of prey expert Gina Holt, director of Wild About Birds, and she plans to bring a couple of “wild” friends with her. Tickets are \$30.

**Beginner Bird Walks (free)** – Offered hourly from 8 a.m. to 4 p.m. Saturday, the Beginner Bird Walks offer delightful birding with knowledgeable guides in an urban oasis! Meet at the front entrance of the Palm Coast Community Center, and the guides will take you birding on the

shady, paved trails near Linear Park/St. Joe's Walkway. There is no need to register in advance – so just show up!

**Wild About Birds presentation (free)** – 1 p.m. Saturday, at the Community Center. Gina Holt of Wild About Birds will provide an educational and entertaining presentation about birds of prey, teaching about habitat, the food chain and conservation. She will bring a couple of her live birds of prey, who are non-releasable, to show off! Again, no need to register in advance.

**Exhibit Hall (free)** – open 9 a.m. to 5 p.m. Feb. 6 at the Community Center. Spend some time exploring the festival exhibits offering everything from birdhouses for sale to information on nature vacations to a sampling of the binoculars and other tools that make birding even more enjoyable. Both the Flagler and Halifax Audubon Societies will have booths this year with representatives who can help you get started in the wonderful family-friendly hobby of birding. Enjoy the photo booth featuring Birds of a Feather Fest mascot PeaCee!

**Meet the Experts (free)** – From 6:30-8:30 p.m. Friday, enjoy tasty treats, and meet the fantastic guides and mingle with fellow birders at Canfield's Restaurant at Palm Harbor Golf Club, 100 Cooper Lane. Hors d'oeuvres will be served, and drinks will be available a-la-carte.

This year's sponsors include Florida Hospital Flagler, Florida Power & Light, the Palm Coast Observer, Top Birding Tours, the Home Depot and Bright House Networks.

Please join us and our mascot, PeaCee, for the second annual Birds of a Feather Fest – Fun for the Whole Flock!

For more information, visit [www.birdingfest.com](http://www.birdingfest.com) or call the Community Center at 386-986-2323.

FLORIDA FOREST SERVICE  
(850) 681-5800



THE CONNER BUILDING  
3125 CONNER BOULEVARD  
TALLAHASSEE, FLORIDA 32399-1650

**FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES**  
**COMMISSIONER ADAM H. PUTNAM**

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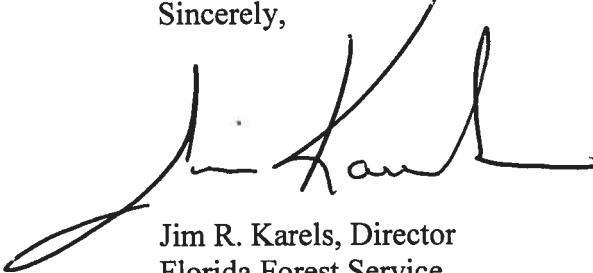
February 5, 2016

Mr. Matt Harris  
Chief Executive Officer  
National Arbor Day Foundation  
211 North 12<sup>th</sup> Street  
Lincoln, Nebraska 68508

Dear Mr. Harris:

The City of Palm Coast, Florida has filed the attached application for the *Tree City USA Growth Award 2015*. The application and supporting documentation has been examined by my staff and we feel that all standards for the Growth Award have been met. Accordingly, I recommend this award for the City of Palm Coast, Florida for 2015.

Sincerely,



Jim R. Karels, Director  
Florida Forest Service

JRK/ljs

Enclosure

cc: Carol Mini, Urban Forester, City of Palm Coast  
Anthony Petellat, District Manager, Bunnell District  
Greg Dunn, Senior Forester, Flagler County



# *Tree City USA Growth Award*

## *2015 Application for Certification*

### *As Mayor or Equivalent of the Community of Palm Coast*

I herewith make application for this community to receive the Tree City USA Growth Award as we:

- Certified as a Tree City USA last year and have submitted an Application for Recertification this year.
- Earned 10 or more points according to Growth Award Eligible Activities (which were new or significantly improved during 2015)
- Attached documentation for each Eligible Activity for which we seek recognition as listed below. (Appropriate documentation includes narrative descriptions, copies of documents, copies of printed brochures, and newspaper clippings.)

**City Forestry Contact:**

Carol Mini Urban Forester 386-986-3722 cjmini@palmcoastgov.com

**Activities**

Activity #	Activity Name	Points Earned
A2	Literature Distribution	2
A4	Local Awards Program	3
A8	Continuing Education for Tree Workers	6
		Total Points: 11

*[Handwritten Signature]*  
Mayor or Equivalent Signature

**City Manager**  
Title

**12/31/2015**  
Date

*[Handwritten Signature]*

**Growth Award Certification**  
To Be Completed By The State Forester:

**Palm Coast**

The above named community has made formal application to this office. I am pleased to advise you that we reviewed the application and have concluded that, based on the information contained herein, said community is eligible to receive the Tree City USA Growth Award for the 2015 calendar year, having in my opinion met the Growth Award criteria specified in this application.

---

*[Handwritten Signature]* State Forester Signature

Title

2.4.16  
Date

