



# city of PALM COAST

Administration Department  
Office of the City Manager

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

## Memorandum

**To:** The Honorable Mayor and City Council  
**From:** Jim Landon, City Manager  
**Date:** November 23, 2016  
**Re:** Week-In-Review



*City Offices Will Be Closed for the Thanksgiving Holiday  
Thursday, November 24 and Friday, November 25  
(Offices Re-open for Normal Business, 8am, Monday, November 28)*

*Holiday Tree Lighting Ceremony  
Thursday, December 1, 6pm  
Central Park at Town Center*

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



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[palmcoastgov.com](http://palmcoastgov.com)



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

### **Hurricane Matthew Cleanup Continues**

City crews, and our contractor, continued the cleanup in the aftermath of Hurricane Matthew. To date, debris removal is measured at 119,816 cubic yards or 3,562 dump truck loads. The first round of debris cleanup was completed Sunday, November 6<sup>th</sup>, the second round was completed on Thursday, November 17<sup>th</sup>, and the final round of debris cleanup is expected by the end of the week. We'd like to extend our appreciation and thanks to the hardworking City employees and the crews from both Crowder Gulf and WastePro, for their long hours, working to restore Palm Coast to its beautiful pre-hurricane condition. And we thank our residents for their patience during this long process.



### **City Graduates 38<sup>th</sup> Citizen's Academy Class**



Last week, twenty-three Palm Coast residents graduated from the Palm Coast Citizen's Academy, the 38<sup>th</sup> in our program's history. Residents that attended received information about the operation of City government, along with visiting several City departments and locations, followed with a graduation at the Palm Coast City Council Meeting. To sign up to be part of a future Citizen's Academy class, visit [here](#). More information on this class is provided in the attached news release.

### **Next Week:**

- *Tuesday, November 29<sup>th</sup>, City Council Workshop, 9am, City Hall – Community Wing, 160 Lake Avenue*

### **Attachments**

- Event Calendar
- News Releases: Tree Lighting and Holiday Events, Citizen's Academy – 38<sup>th</sup> Class Graduation



## Event Calendar for 11/23/2016 through 12/31/2016

**11/23/2016 10:00 AM**

### People's Friendship Club Weekly Meeting

Palm Coast Community Center

**11/23/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**11/23/2016 6:00 PM**

### Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor

**11/26/2016 9:00 AM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**11/26/2016 2:00 PM**

### Gamble Jam Session

Gamble Rogers Memorial State Recreation Area

**11/28/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**11/28/2016 5:30 PM**

### Alzheimer's Caregiver Support Group

Saint Elizabeth Ann Seton Catholic Church

**11/30/2016 10:00 AM**

### People's Friendship Club Weekly Meeting

Palm Coast Community Center



## Event Calendar for 11/23/2016 through 12/31/2016

**11/30/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**11/30/2016 6:00 PM**

### Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor

**12/1/2016 9:00 AM**

### Memory Makers Quilt Guild

Flagler County Agricultural Extension

**12/1/2016 6:00 PM**

### Tree Lighting Ceremony

Central Park in Town Center

**12/1/2016 6:30 PM**

### Flagler Audubon Society Monthly Program

Florida Hospital Flagler

**12/1/2016 6:30 PM**

### Holiday Tree Lighting Ceremony

Central Park in Town Center

**12/2/2016 12:30 AM**

### German American Friendship Club - Christmas luncheon dance

Halifax plantation golf club

**12/2/2016 9:00 AM**

### Florida Winter Cup

Indian Trails Sports Complex



## Event Calendar for 11/23/2016 through 12/31/2016

**12/2/2016 7:00 PM**

### Choral Arts Society Christmas Concert

St Thomas Episcopal Church

**12/2/2016 7:00 PM**

### Blessed Daughters Monthly Retreat

Palm Coast Community Center

**12/3/2016 8:00 AM**

### Flagler Audubon Society Bird Walk

Various parks around Flagler County

**12/3/2016 9:00 AM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/3/2016 10:00 AM**

### Christmas Festival

St Mark by the Sea Lutheran Church

**12/3/2016 11:00 AM**

### Elks 2709 Annual Memorial

Palm Coast Elks Lodge #2709

**12/3/2016 6:30 PM**

### A Holiday Showcase Presented by The Spotlight Performers

Palm Coast Community Center

**12/4/2016 8:00 AM**

### RUMMAGE SALE

Temple Beth Shalom



**Event Calendar for 11/23/2016 through 12/31/2016**

**12/4/2016 3:00 PM**

**Choral Arts Society Christmas Concert**

St Thomas Episcopal Church

**12/4/2016 6:30 PM**

**Santa in Santa's Village**

Central Park in Town Center

**12/5/2016 5:00 PM**

**Karate Classes for Kids, Youth & Adults**

Palm Coast Community Center

**12/6/2016 9:45 AM**

**Hadassah gives Huggables**

Flagler Pines Rehab

**12/7/2016 10:00 AM**

**People's Friendship Club Weekly Meeting**

Palm Coast Community Center

**12/7/2016 5:00 PM**

**Karate Classes for Kids, Youth & Adults**

Palm Coast Community Center

**12/7/2016 6:00 PM**

**Coastmasters Toastmasters Club**

Flagler County Government Services Bldg, 3rd floor

**12/8/2016 5:00 PM**

**Chez Jacqueline Fashion Show**

Chez Jacqueline



## Event Calendar for 11/23/2016 through 12/31/2016

**12/9/2016 7:00 PM**

### Holiday Concert - Community Chorus of Palm Coast

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

**12/10/2016 12:00 AM**

### Second Saturday Plant Sale

Washington Oaks Gardens State Park

**12/10/2016 9:00 AM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/10/2016 1:00 PM**

### Home for the Holidays open house

Various locations in Palm Coast

**12/10/2016 4:00PM**

### Starlight Holiday Event

Central Park in Town Center

**12/10/2016 7:00 PM**

### Annual Starlight Holiday Parade

Central Park in Town Center

**12/11/2016 4:00 PM**

### Holiday Concert - Community Chorus of Palm Coast

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

**12/12/2016 9:00 AM**

### Blanketeers

Flagler County Library



## Event Calendar for 11/23/2016 through 12/31/2016

**12/12/2016 3:30 PM**

### Alzheimer's Caregiver Support Group

Saint Elizabeth Ann Seton Catholic Church

**12/12/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/14/2016 10:00 AM**

### People's Friendship Club Weekly Meeting

Palm Coast Community Center

**12/14/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/14/2016 6:00 PM**

### Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor

**12/16/2016 8:00 AM**

### Discover Trips to Gaylord Palm ICE Show

Palm Coast Community Center

**12/16/2016 5:00 PM**

### Christmas with a Deputy at the Fantasy Lights Festival

Central Park in Town Center

**12/17/2016 9:00 AM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center





## Event Calendar for 11/23/2016 through 12/31/2016

**12/17/2016 6:00 PM**

### Annual Holiday Boat Parade

Palm Coast waterways

**12/17/2016 6:30 PM**

### LATKA PARTY

Temple Beth Shalom

**12/19/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/21/2016 10:00 AM**

### People's Friendship Club Weekly Meeting

Palm Coast Community Center

**12/21/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/21/2016 6:00 PM**

### Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor

**12/26/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/26/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center



## Event Calendar for 11/23/2016 through 12/31/2016

**12/26/2016 5:30 PM**

### Alzheimer's Caregiver Support Group

Saint Elizabeth Ann Seton Catholic Church

**12/28/2016 9:00 AM**

### PDA Girls NPA Soccer Showcase

Indian Trails Sports Complex

**12/28/2016 5:00 PM**

### Karate Classes for Kids, Youth & Adults

Palm Coast Community Center

**12/28/2016 6:00 PM**

### Coastmasters Toastmasters Club

Flagler County Government Services Bldg, 3rd floor



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

Contact: Cindi Lane, Communications & Marketing Manager

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

**Nov. 21, 2016**

### **Palm Coast Tree Lighting on Dec. 1 kicks off series of fun holiday events**

**Palm Coast** – Kick off the holiday season at the City of Palm Coast’s annual Tree Lighting Ceremony at 6 p.m. Thursday, Dec. 1, at Central Park in Town Center, 975 Central Ave., Palm Coast. The event is free.

Join Santa Claus, Palm Coast Mayor Milissa Holland and the Rotary Club of Flagler County in the countdown to the lighting of a beautiful tree, being decorated this year with sparkling lights and ornaments made by Girl Scouts from local troops. Carol Mini, the City’s Urban Forester, hand-selected the tree from Santa’s Christmas Tree Forest in Eustis. The Sand Pine (*Pinus clausa*) is 25 feet tall with a 25- to 30-foot spread. The tree has been pruned into a Christmas tree shape for many years to prepare it as a City holiday tree.

After the tree lighting, Santa will visit with children, and everyone can enjoy entertainment and refreshments, and take a walk through the Fantasy Lights! Parents should bring their own cameras to capture pictures of their children visiting Santa in the Santa’s Village area. Children can also write Letters to Santa.

The Rotary Club of Flagler County’s 11<sup>th</sup> Annual Fantasy Lights Festival at Central Park will open that same night – continuing 6:30-9 p.m. daily through Dec. 30. On opening night, Dec. 1, Rotary will also be offering its “A Taste of the Holidays” progressive dinner alongside the Fantasy Lights displays, with tickets available at the event.

Admission to Fantasy Lights is free, but donations to support Rotary’s service work are accepted. Fantasy Lights is a self-guided walking tour around Central Park featuring 45 animated light displays, festive live and broadcast music, Santa’s Village, and holiday refreshments available for purchase. There will be photos with Santa and Mrs. Claus, Santa’s Merry Train Ride, 3-D twinkle glasses and snow! See the City’s online calendar at [www.palmcoastgov.com/calendars](http://www.palmcoastgov.com/calendars) for details on special themed nights or visit the “events” section of [www.flaglerrotary.org](http://www.flaglerrotary.org) for more details.

Also be sure to Save the Date for these other holiday events:

- Saturday, Dec. 10 – **Palm Coast Starlight Holiday Parade & Event** – Parade at 7 p.m. with activities from 4-6 p.m. including visits/photos with Santa, music, children’s

activities, food trucks and fun family entertainment. Night-time parade featuring lighted floats starts at 7 p.m., at Central Park in Town Center, 975 Central Ave., Palm Coast. More info: 386-986-2323 or [www.palmcoastgov.com/events](http://www.palmcoastgov.com/events).

- Saturday, Dec. 17 – **Annual Holiday Boat Parade** – 6 p.m. Presented by the Palm Coast Yacht Club, boats will be lighted and begin departing the Cimmaron Basin, following this route: Cimmaron Basin to Intracoastal Waterway, turn south, passing Tidelands, Canopy Walk, St. Joe’s Walkway, Waterfront Park, Island Estates, then turning at Grand Haven Gazebo before heading back north to Clubhouse Waterway.
- Saturday, Dec. 17 – **Starlight 5K** – 6 p.m., in and around Central Park in Town Center, 975 Central Ave. The run is part of the Run Flagler P.A.L. Running Series. More info: [www.triumphraces.com](http://www.triumphraces.com).

For more information about the Boat parade, visit [www.palmcoastyachtclub.com](http://www.palmcoastyachtclub.com). For more information about Fantasy Lights, contact Bill Butler at [purduebill@aol.com](mailto:purduebill@aol.com). For more information about the Tree Lighting Ceremony, contact the Palm Coast Parks & Recreation Department at 386-986-2323.



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

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

**Nov. 21, 2016**

### **City of Palm Coast Citizens Academy graduates 38<sup>th</sup> class**

**Palm Coast** – Twenty-three Palm Coast residents graduated this month from the Palm Coast Citizens Academy, a comprehensive program designed to educate interested residents about the operation and workings of their City government.

The graduating class – the 38<sup>th</sup> in the program’s history – spent five weeks learning about City departments and visiting City Hall, main Fire Station 25, and Water Treatment Plant No. 3. The class also attended a Palm Coast City Council meeting together; it was the Nov. 15 meeting when Mayor Milissa Holland and Council Members Robert Cuff and Nick Klufas were sworn in.

Former Palm Coast Mayor Jon Netts, who was still in office when the program began, kicked off the Citizens Academy with an overview session titled, “Governing the City,” providing background on Palm Coast’s incorporation, City Charter, the Council-Manager form of government, and a general overview of the City. City Manager Jim Landon and Director of Administrative Services and Economic Development Beau Falgout provided an update on economic development trends, current projects and the mission of the Palm Coast Business Assistance Center. Those enrolled in the Citizens Academy received an overview on every City department and met City Council members, department directors and many other City employees.

This fall’s graduates were James Bradley, Sandra Brodeur, Hazel Brotherton, Bette Cabot, Barbara Devine, Karen Eubanks, Greg Feldman, David Genk, Donna Hunter, Jim Hunter, Aloyd Hurley, Kathy Jantzen, Anna Jehlik, Karol Kohne, Rosemary Martins, William Martins, Ralph Moniello, Angie Noia, Patti Paukovich, John Sisak, Bunny Stevens, Dawn Tatli and Corey Weinbaum.

The Citizens Academy meets once a week, usually on Monday evenings, for five straight weeks. The course is free and registration is limited to approximately 30 Palm Coast citizens per session. The academy is held three times a year – fall, winter and spring.

Sessions for 2017 start in February, May and September. The next class begins Feb. 6. To register, go to [www.PalmCoastGov.com](http://www.PalmCoastGov.com) and search for “Citizens Academy.”

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