



10/11/2019

City Manager's

WEEK-IN-REVIEW



LISA ASBILL (right)

Serving on the front lines for the Customer Service department, Lisa Asbill is the supervisor creating a positive working environment allowing reps to have all the tools needed for their daily job duties. She started out working as a temp in HR and was hired on full time in 2007. Twelve years and a few promotions later, she enjoys giving back to the community she grew up in. Lisa has a bachelor's degree in Public Administration from Flagler College and will be pursuing a master's degree next year.

Here are three fun facts about Lisa!

- Resident of Palm Coast for 35 years
- Has a Pinterest addiction
- Favorite thing about the area is the beach is close by

LINDA HONCHELL (left)

Joining the customer service team was simple for Linda Honchell. She likes helping people. As a Customer Service Rep 1, she helps residents with billing, service questions, and matters related to utilities. The best part of her job is working with her family-oriented team at City Hall or the Utility office. She is pursuing her associate's degree and through the city, has acquired many certificates relating to customer service and stormwater management.

Here are three fun facts about Linda!

- Served the city and Palm Coast residents for 16 years
- Takes care of her 89-year-old father
- Favorite food is... food!

Announcements



*Friday, October 11, 7:15pm
Central Park at Town Center*



*Tuesday, October 15, 5pm
Central Park at Town Center*



*Wednesday, October 30, 7pm to 9pm
and Thursday, October 31, 7pm to 10pm
Palm Coast Fire Station 21, 9 Corporate Drive*

Next Week:

- *Tuesday, October 15, 9am, City Council Business Mtg, City Hall – Community Wing*
 - *Wednesday, October 16, 5:30pm, Planning & Land Development Regulation Board Mtg, City Hall – Community Wing*
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Attachments

- Administrative Services & Economic Development Department Update
 - Public Works Department Update
 - Community Development Department Update
 - Fire Department Update
 - Parks & Recreation Department Update
 - Utility Department Update
 - Stormwater & Engineering Department Update
 - Humane Society Update
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News & Notifications

- Juliano is Firefighter of the Year
<https://www.palmcoastgov.com/newsroom/2019/10/11/4516/flagler-palm-coast-kiwanis-club-names-patrick-juliano-2019-firefighter-of-the-year>
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Communications & Marketing

This week the team worked on a number of projects relating to marketing, social media, advertising and video.

We started out the week continuing to work with departments through the Citizen's Academy to educate residents on city business and operations. This week the class learned about Utility and Public Works at Water Treatment Plant #3. Residents heard from both directors on what each department does and some of the highlights of their work. They were treated to dinner and a tour of the water treatment plant.

This week is National Customer Service Week. To celebrate our wonderful customer service team, the marketing and communications division filmed a couple of clips of video featuring staff answering phone calls, helping residents, and uplifting one another through words of encouragement. The complete video was posted to Facebook and is our social post of the week!

We also worked on marketing collateral for an upcoming event and finalized radio advertising for the fiscal year.

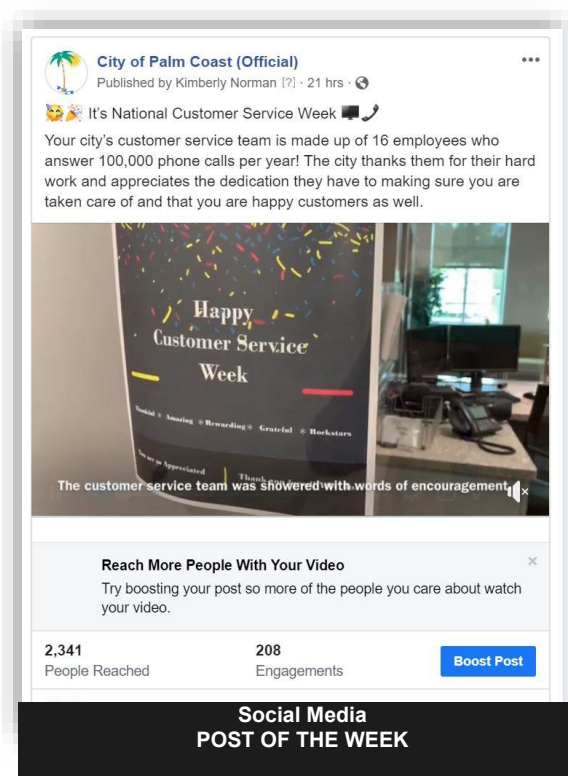
We amped up our efforts this week to promote the Be Local Buy Local campaign. We are beginning a new chapter in that promotion by filming videos that will highlight local businesses and what they offer the community.

The team is also working with Parks & Rec to launch their own Instagram account. This will allow them to promote events and programs on an expanded basis through photos. Additionally, it will allow them to connect with an additional audience and grow their engagement.

Finally, our team will take over week in review starting next week. Over time, there will be changes here and there to create a new multimedia format of the presentation. It will feature an updated look with more visuals such as infographics and videos to better capture the work staff does on a daily basis that makes the city great!

City Clerk

- Processed 12 public records requests.
- Processed 3 litigation documents.
- Prepared and processed 3 documents for recording.
- Prepared 1 agenda item.
- Prepared 3 proclamations.
- Prepared and posted 1 agenda to the web.
- Processed 2 bonds.
- Advertised for BEAC
- Completed 2 Proof of Life documents for citizens.



Purchasing Division

Status	Ref. #	Project
Pending	RFSQ-CD-19-56 / ITB-CD-19-56	Palm Harbor Golf Clubhouse Upgrades Project
Pending	ITB-PW-20-05	Concrete 4,000 PSI with Fiber Mesh
Open	ITB-CD-19-77	Street Resurfacing 2019
Open	ITB-UT-19-95	EMERGENCY SUPPLY of Replacement PEP Pumps
Open	ITB-UT-19-96	Directional Boring Services
Open	ITB-UT-20-01	Paste-Type Lime Slaking System
Open	ITB-PW-20-02	Sod Materials and Sod Installation
Evaluating	RFS-IT-19-50	A P3 (Public-Private-Partnership) for use of a City-Owned Fiber-Optic Network
Evaluating	RFP-ADM-19-93	Disaster Monitoring
Completed	ITB-UT-19-74	Testing of Revenue and Well Meters
Completed	RFSQ-CD-19-80	Minor Pipe Services
Completed	RFSQ-CD-19-63	Storm Pipe Inspection Services
Completed	RFP-ADM-19-91	Disaster Financial Recovery Consultant

PUBLIC WORKS – Director Matthew Mancill



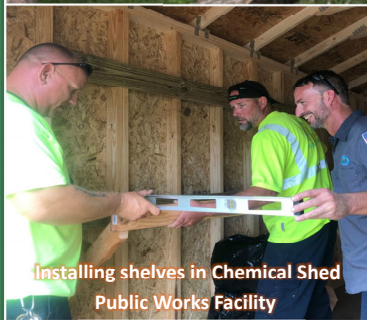
Hazardous tree removal – Pebble Beach Drive



Scheduling school flasher timing
Belle Terre Parkway



Hazardous tree removal
Utide Place



Installing shelves in Chemical Shed
Public Works Facility

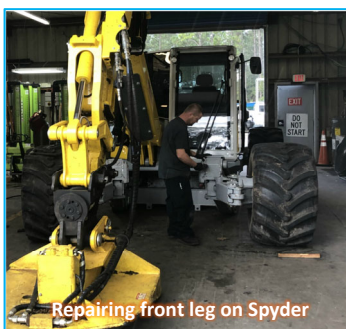
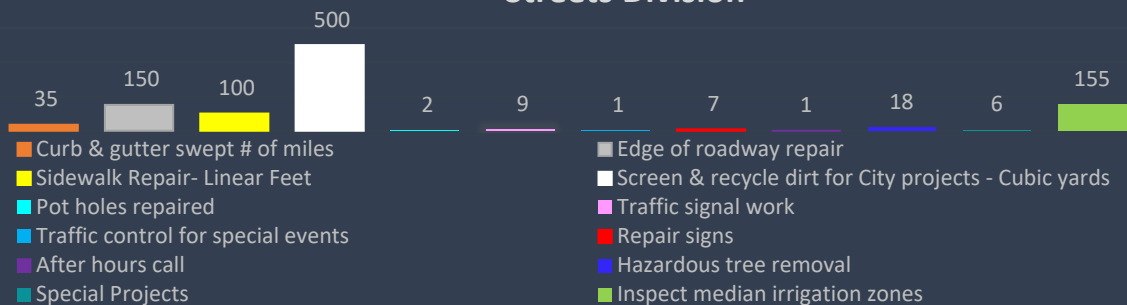


Concrete repairs – Pine Cone Drive



Installing skirting for new Stormwater Facility

Streets Division

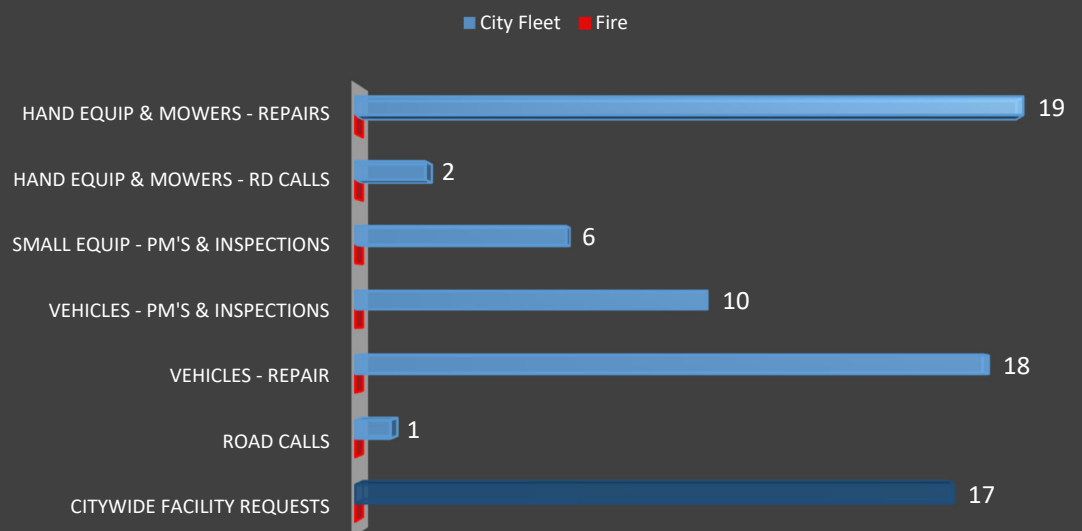


Repairing front leg on Spyder



Replacing light in elevator
City Hall

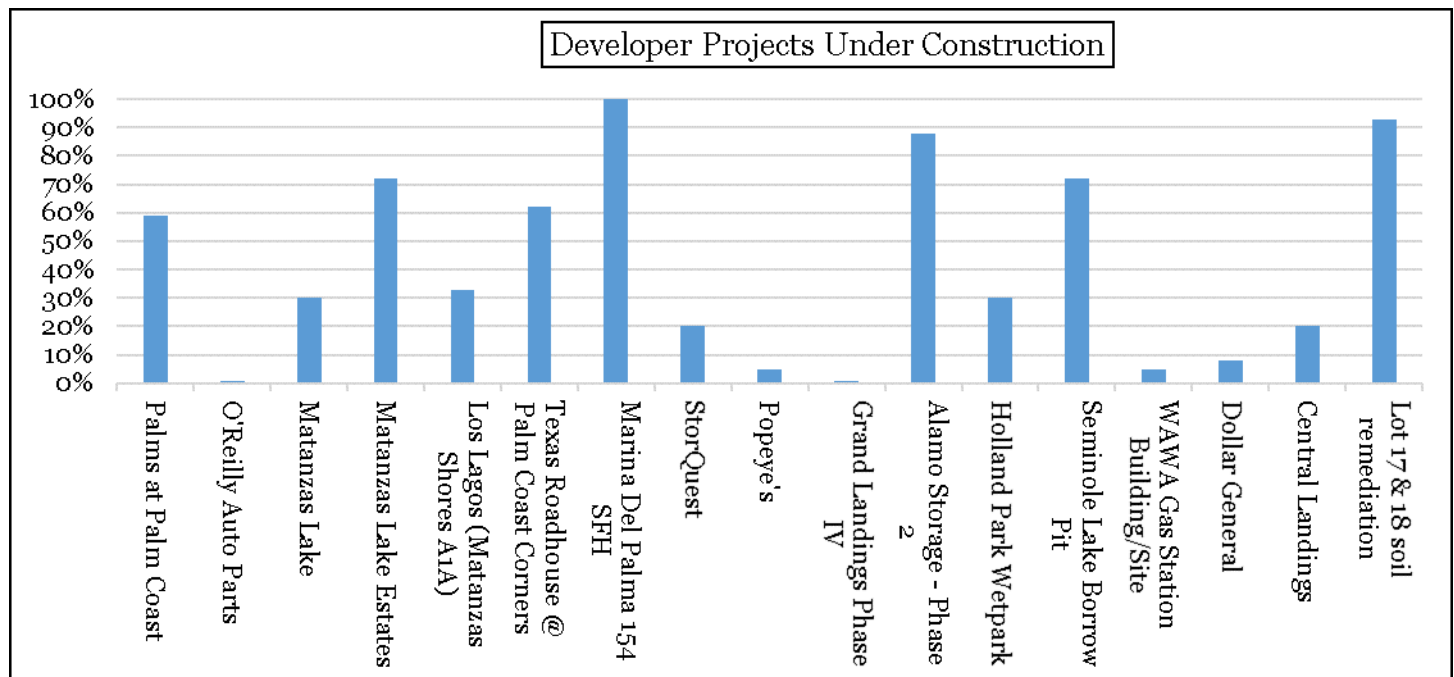
Facility & Fleet Service



COMMUNITY DEVELOPMENT – Jason DeLorenzo, Chief Development Officer

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

Commercial Permits Applied			
5455 Belle Terre Parkway	Restrooms/Concession Alterations	Kirton Enterprises	\$67,500
5455 Belle Terre Parkway	Score Keepers Building Alterations	Kirton Enterprises	\$114,500
5455 Belle Terre Parkway	Maintenance Building Alterations	Kirton Enterprises	\$114,500
5455 Belle Terre Parkway	Restroom / Picnic Area Alterations	Kirton Enterprises	\$67,500
145 City Place Bldg. 1 Unit 200	Breakroom Alterations	Bomar Construction	\$15,000
10 Palm Harbor Village Way	Interior Alterations - Cantina Louie	Styles Construction	\$150,000
Commercial Permits Issued			
6130 State Road 100	Popeye's Louisiana Kitchen Restaurant	Vercetti Enterprises	\$500,000
Occupancy Permits Issued			
9 Palm Harbor Village Way Unit D	Jaguar Smoke and Vape II - Tobacco Shop	Elias Ishak	
4869 Palm Coast Parkway NW 3	Atlantic Benefit Consultants-insurance Life & Health	Jose DaSilva	
Construction value improvements from October 1, 2019 to date			\$9,852,985
Residential Single Family / Duplex Residences			17



Community Rating System Program Update Regarding National Flood Insurance

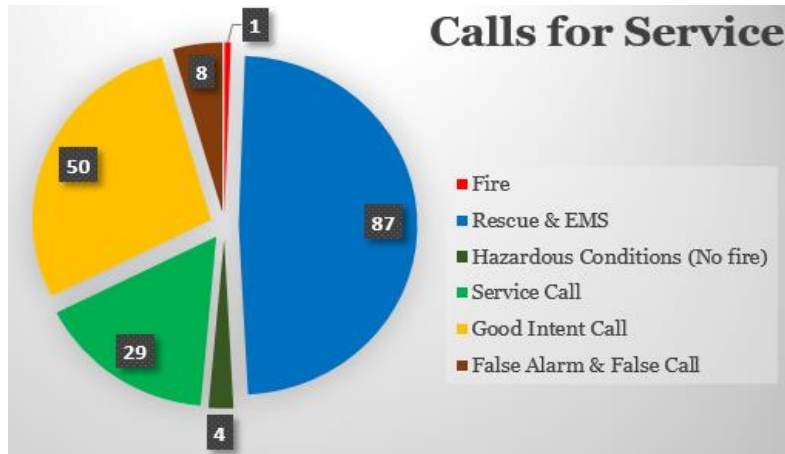
Staff received notification that the City successfully completed the annual recertification process and remains in compliance with the higher standards of the Community Rating System program. The CRS is administered under the National Flood Insurance Program and provides incentives for communities to join. By implementing higher standards and regulations, a community can earn points in the CRS and these points translate into flood insurance premium reductions for the citizens. The City of Palm Coast earned its Class 4 Designation in May 2017 and joined only 15 other communities in the nation which are a Class 4 or better. This Class 4 Designation translates into a 30% discount for policy holders in the Special Flood Hazard Area and a 10% discount for policy holders who are outside the Special Flood Hazard Area.

To learn more: <https://www.palmcoastgov.com/emergency/hurricane-flood-preparedness>



Photo from 2016 Photo Contest

FIRE– Jerry Forte, Fire Chief



GUIDANCE

Tip of the Week:

Fire Prevention – October begins Fire Prevention Month. In 2018, there were 190 deaths in Florida due to unintentional fires and sadly, many could have been prevented. Always be prepared by creating and practicing a home escape plan with loved ones. Test your smoke alarms quarterly to help prevent fire-related tragedies. #FirePreventionWeek

“PSA – “State Fire Marshal Jimmy Patronis & Florida State Fire Marshal Office”

<http://bit.ly/2IFyQvq>

Volunteer Intern

“Become a Volunteer”

<http://www.palmcoastgov.com/government/fire/volunteer>

Register for Basic First Aid & CPR or Healthcare Provider:

<http://www.palmcoastgov.com/government/fire/cpr>

COMMUNITY OUTREACH

Basic First Aid & CPR:

October 12	2 openings
November 23	11 openings
December 21	12 openings

Healthcare Provider:

November 9	6 openings
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DEPARTMENT ACTIVITIES

Volunteer Firefighter Intern applicants and students have 63 Ride Along hours over the past few weeks.

This is National Fire Prevention Week. During the week, our Fire Prevention Team along with Sparky the Fire Dog will visit the students of Flagler Schools. Additionally, we celebrated the achievement of Josh Lamont for completing his 4-month probationary firefighter test out. FF Meeker & FF Douglas attended pump operator class & learned how fire trucks were made. Lastly, the Palm Coast Historical Society & Museum will host the Palm Coast Fire Department exhibit throughout the month of October.



Chief Berryhill, Chief Forte, Chief Clark & Captain Holmes join Sparky to celebrate Fire Prevention Week

HIGHLIGHTS

Palm Coast History

Opening soon at the City of Palm Coast Historical Society and Museum: Palm Coast Fire Department exhibit. Check them out at James F. Holland Memorial Park.

Open Wednesday's 1:30-3:30 pm & Saturday's 12:00-3:00 pm.

Fire Pump Operations Class

You ever wonder how it's made? Our firefighters got an up-close look at the E-ONE Fire Trucks (Official Site) factory & learned how fire trucks are built. This was a great teaching moment for our Driver Engineer students, as they need to be familiar with all the components of a Fire Engine.

Congratulations FF Lamont!

Congratulations to Firefighter Josh Lamont who successfully completed his 4-month Probationary firefighter test-out. His test out included timed evolutions for:

1. Donning Personal Protective Equipment
2. Donning SCBA Facemask
3. 5" Hydrant Catch
4. 150' Hose Pull
5. 24' Extension Ladder Raise
6. Ventilation Fan set up



Fire Department Historical Display



FF Douglas & FF Meeker attended the Pump Operator Class & got a lesson on "how it's made"



Firefighter Lamont tying off the extension ladder

Parks & Recreation – Lauren Johnston, Director

Our Why: To enhance community, so that everyone feels welcome.

We have had a busy week preparing for two special events. Round Robin for the Cure this Saturday is hosted by the Palm Coast Tennis Center and Friends of Tennis to raise proceeds for the Pink Army 5K and 1-Mile Fun Run event on Sunday. Packet pick-up for Pink Army 5K started this week at the Community Center and will continue on Saturday, Oct. 12 from 9am-3pm. Then it will resume again at 6:30am on Sunday at AdventHealth Palm Coast. Get your pink gear and running shoes ready!

Our Recreation Supervisor of Marketing and Recreation Leader 2 of Marketing met with members of the Palm Coast Historical Society to record a promotional video for their upcoming Founder's Day event on Saturday, Oct. 26. They will also help host a special Garfield turtle sculpture unveiling in front of their museum in Holland Park that same day at 11:30am. This turtle sculpture will be part of the Palm Coast Arts Foundation turtle trail.

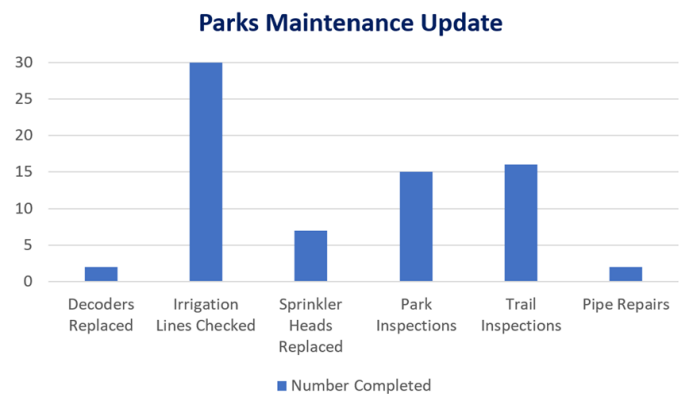
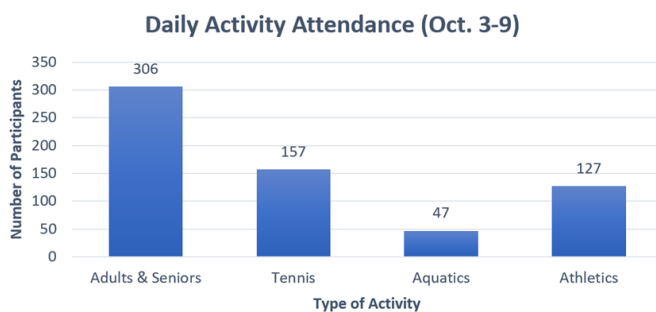
The tennis courts at Belle Terre Park are getting a much-needed facelift. Parks Maintenance staff are repairing some of the cracks that have formed. This is a temporary measure as the courts are slated to be resurfaced in 2024 if funding is allocated.

Fall 2019 Activity Guide

<http://www.palmcoastgov.com/recreation>

Online Registration & Activities List

<http://www.parksandrec.fun>



COMING UP

Oct. 13 – Pink Army 5K

Oct. 15 – Food Truck Tuesdays

Oct. 25 – Bobbing for Pumpkins

Oct. 26 – Founder's Day with the Palm Coast Historical Society

Oct. 30 & 31 – Hall of Terror

Highlights



Parks Maintenance Weekly Highlights



BAM! Balance and Motion Class

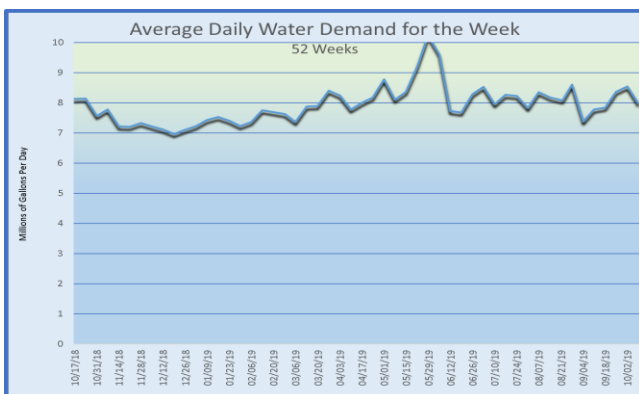


Musical Munchkins

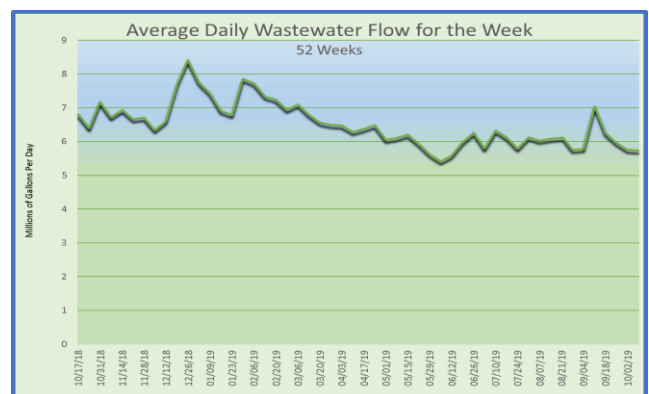
Utility – Richard Adams, Director

10-10-2019

- The average water demand for this week was 7.983 million gallons per day.
- The average wastewater flow for this week was 5.737 million gallons per day.
- Water Distribution crews installed 6 new water meters and 2 irrigation meters.
- There are 192 new meter installations pending with 68 lots cleared and an average installation time of 4 weeks from site ready.
- Wastewater Operations installed 5 new PEP tanks and replaced 4.
- There are 22 new PEP tanks pending. Currently all new tanks are being installed within 10 days of site ready.
- There were 58 calls after hours.
- Water Distribution crews repaired 6 service lines, 3 manifolds, tested and repaired 71 backflow preventers and completed 11 meter pit adjustments/replacements.
- Wastewater crews replaced 24 PEP pumps, 1 ball valve and 1 box, 20 floats, 117 cleanout caps, 1 back lid and repaired 1 service lateral. Crews also installed 1 PEP pump assembly, 7 PEP electric assemblies and 4 risers. Inspected via CCTV 2,100 feet of gravity sewer and 10 manholes.
- On October 7th, Worwetz energy systems was onsite to perform a maintenance inspection on the (UPS) Uninterrupted Power Supply Unit for the Nano-filtration system PLC.
- Wastewater Operations started smoke testing in the F Section.
- Staff from Wastewater Operations set up maintenance of traffic and bypass pump located at Pump Station 24-1 and PBM Constructors started piping and pump base rehab.
- Wastewater Operations staff and GAI Design Engineers inspected the first of four educator stations to assess the conditions of the wetwells to help with the design of the pending capital project to convert to duplex submersible pumps.
- On October 8th, Wastewater Operations staff repaired a damaged sewer lateral located on Winterling Place. A portion of a resident's driveway had to be removed in order to access the damaged line. Once repairs are completed, the driveway will be restored.



The average water demand for the week was 7.983 million gallons per day.



The average wastewater flow was 5.737 million gallons per day

HIGHLIGHTS WATER OPERATIONS

- On October 4th, 2019 Peter Roussell gave a tour of both Water Treatment Plant #1 and Water Treatment Plant #3 to the Flagler County Home School Association. The theme was to teach the students not only water treatment plant operation but the differences between modern technologies vs. old technology utilized to purify water. The tour identified and discussed some of these "emerging" technologies which were fully demonstrated by touring the older lime softening plant, WTP#1, then proceeding to WTP#3 where membrane softening is used to treat and purify water. The finalization of the tour talked about how membrane filtration is rapidly becoming the accepted practice in the water treatment industry.

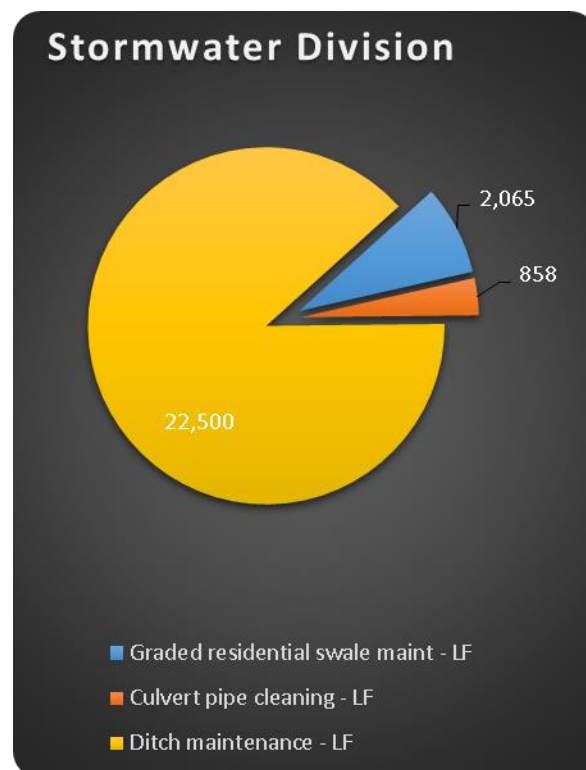
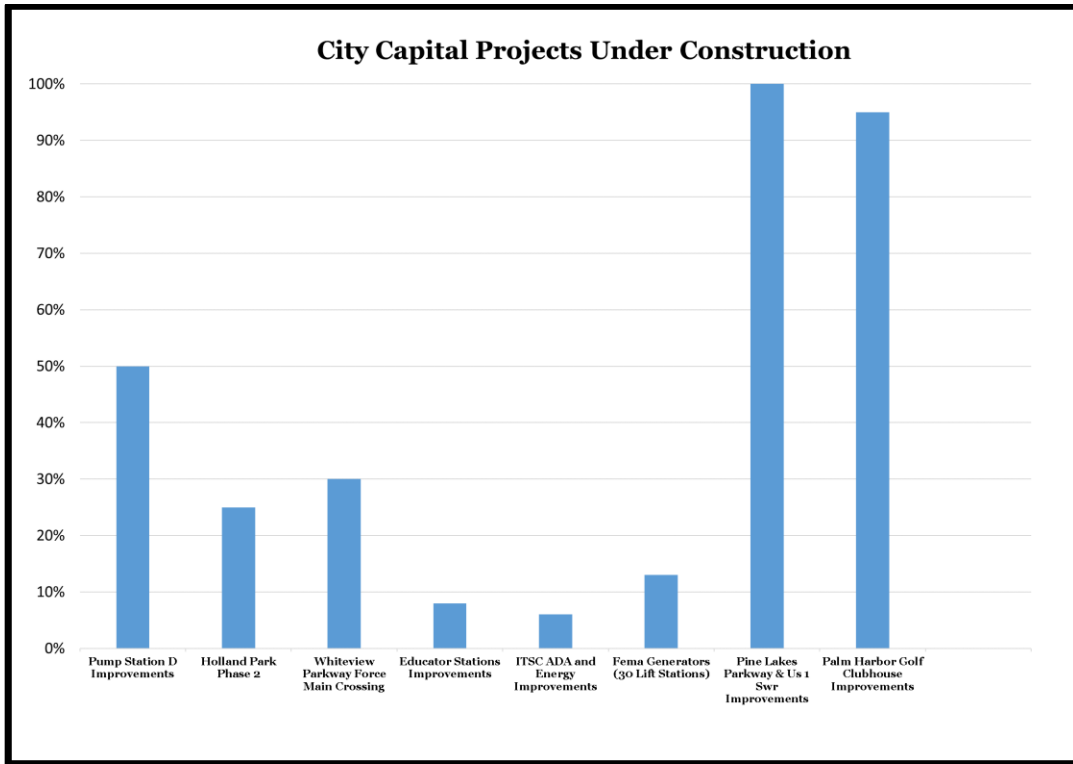


HIGHLIGHTS WASTEWATER OPERATIONS

- Wastewater Treatment Plant #1 staff and PBM Constructors installed the rehabbed brush aerators back into operation for ditch #3 and #5. The brush aerators rehab consisted of replacing gearboxes, blades and motors. This equipment is used to produce oxygen in the process needed to keep the microorganisms healthy.



STORMWATER & ENGINEERING – Carl Cote, Director



Spotlight Projects

Whiteview Force Main Improvements

The Sub-contractor for the construction contractor is directional drilling an 18" main under I-95 for the Whiteview Sewer Force Main Improvements project. The pilot hole has been completed and they are in the process of drilling a larger hole, called back-reaming, to the originating drill location. After completion, the sub-contractor will pull the 18" high density force main pipe to the original drilling location.



recycling tank screening out the sand to re-use the drilling mud

Fun Fact: Drilling mud improves the efficiency of the drill by reducing friction on the drill-head.



Swale Grading
E Section



Backfilling Low Swale
E Section



Swale Grading
S Section



Large Road Plate on
Belle Terre and Pine
Lakes



217 Cats

90 Dogs

5 Small Domestics

Animals ready for homes

We have a fundraiser coming up in which participants will gather in groups and play their choice of Dogopoly or Catopoly. The games are timed and at the end, there will be a winner and a winning team....either the dog team or the cat team. That fundraiser got me thinking about how many people identify themselves as “Cat People” or “Dog People”. It’s so prevalent that if you google “Cat people verses Dog people” several articles pop up. There’s even a Wikipedia definition.

Whether or not you are a dog person or a cat person, the title tells more than just your pet preference.

There are even studies. A study at the University of Texas found that Cat people were more creative, independent, philosophical and nontraditional whereas Dog people were more expressive, outgoing, social and grounded.

Mars Petcare performed a survey with 1,000 dog owners and 1,000 cat owners. Dog owners tended to earn more money while cat owners scored higher on intelligence tests.

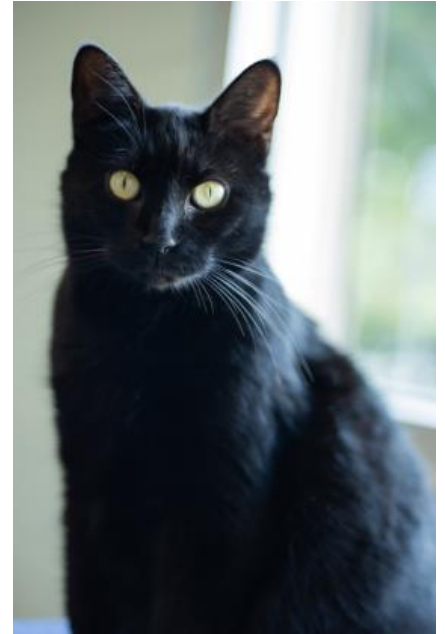
One article mentions that dog people and cat people have difference senses of humor. Cat people enjoy sophisticated, ironic humor. Dog people giggle at fart jokes and video’s of people hurting themselves. Both cats and dogs can improve the health of their human...Cat owners feel their feline family members enrich their lives by reducing stress. There’s nothing like a purring cat next to you to sooth a worried mind. Dog owners often exercise with their canine buddy. Walks around the block add up and lead to a healthier you.

Dog lovers outnumber cat lovers. About 6% more US households have dogs than have cats. Dog owners spend more money on their pets than cat owners.

Both dog people and cat people admit to talking with their pets. I have both cats and dogs. I tell each of them that they are my favorite (only when we are out of earshot of the others). When I leave in the morning I tell them all to have a good day and I will see them tonight. (Admit it, you do this too, I know you do.)

So what about people who love both cats and dogs? Well, we are covered in fur most of the time. We have probably been awakened by an awful noise where we knew we would be cleaning something up. We may have to fight for space on the bed and at one point in our lives we just might have lied to a landlord. We love both the aloofness of our cats that dictate when they will allow us to pet them and we love the unconditional love from our dogs when they jump with excitement at our return home at the end of a long day. We are Bi-petuals.

Pet of the Week



NIKI

A five year old beautiful spayed female. She gets along with others and is litter trained & healthy. She is featured over at the Petco Store right now. Go visit Niki while you are out shopping.

Adoption specialist:

Mike Corbett and Magdalena Grzona
adopt@flaglerhumanesociety.org

Outreach Manager:

Amy W. Carotenuto, Executive Director
acarotenuto@flaglerhumanesociety.org