



City of Palm Coast

Agenda

CITY COUNCIL

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

Mayor Milissa Holland
Vice Mayor Nick Klufas
Council Member Eddie Branquinho
Council Member Robert G. Cuff
Council Member Jack D. Howell, II

Tuesday, April 16, 2019

9:00 AM

CITY HALL

City Staff

Matthew Morton, City Manager
William Reischmann, City Attorney
Virginia A. Smith, City Clerk

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A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE TO THE FLAG

C. ROLL CALL

D. PUBLIC PARTICIPATION

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. After the Mayor calls for public participation each member of the audience interested in speaking on any topic or proposition not on the agenda or which was discussed or agendaed at the previous City Council Workshop, shall come to the podium and state their name. Each speaker will have up to three (3) minutes each to speak. The Mayor will advise when the three (3) minutes are up and the speaker will be asked to take a seat and wait until all public comments are finished to hear answers to all questions. Once all members of the audience have spoken, the Mayor will close public participation and no other questions/comments shall be heard. Council and staff will then respond to questions posed by members of the audience. Should you wish to provide Council with any material, all items shall be given to the City Clerk and made part of the record. If anyone is interested in discussing an issue

further or ask additional questions, individual Council Members and staff will be available after the meeting to discuss the matter and answer questions.

E. MINUTES

- 1. MINUTES OF THE CITY COUNCIL
APRIL 2, 2019 BUSINESS MEETING
APRIL 9, 2019 WORKSHOP MEETING**

F. PROCLAMATIONS

- 2. PROCLAMATION-MAY AS VOLUNTEER RECOGNITION MONTH**
- 3. PROCLAMATION NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**
- 4. PROCLAMATION CHILD ABUSE PREVENTION MONTH**

G. ORDINANCES SECOND READ

- 5. ORDINANCE - AMENDING CHAPTER 2, ARTICLE IV, VOLUNTEER FIREFIGHTER
RETIREMENT FUND**

H. OTHER BUSINESS

- 6. APPOINT TWO MEMBERS TO THE VOLUNTEER FIREFIGHTERS' PENSION FUND BOARD**

I. CONSENT

- 7. RESOLUTION 2019-XX APPROVING A MASTER SERVICE AGREEMENT WITH VERTEKS
CONSULTING FOR THE CITY WIDE VOIP PHONE SYSTEM IMPROVEMENTS**
- 8. RESOLUTION 2019-XX AUTHORIZING THE CITY MANAGER TO EXECUTE THE EAST
FLAGLER MOSQUITO CONTROL DISTRICT LOW LEVEL FLIGHTS AUTHORIZATION**
- 9. RESOLUTION 2019-XX APPROVING A MASTER SERVICES AGREEMENT WITH LAKE JEM
FARMS FOR SOD MATERIALS AND SOD INSTALLATION FOR THE INDIAN TRAIL SPORTS
COMPLEX**
- 10. RESOLUTION 2019-XX APPROVING ONE-YEAR PRICE AGREEMENTS WITH
ENVIRONMENTAL LAND SERVICES (ELS) AND LCD OF FLAGLER INC. FOR DEBRIS
DISPOSAL SERVICES**

J. PUBLIC PARTICIPATION

Remainder of Public Comments is limited to three (3) minutes each.

- K. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA
- L. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA
- M. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA
- N. ADJOURNMENT

11. CALENDAR/WORKSHEET

City of Palm Coast, Florida Agenda Item

Agenda Date : 04/16/2019

Department	CITY CLERK	Amount
Item Key		Account
Subject	MINUTES OF THE CITY COUNCIL APRIL 2, 2019 BUSINESS MEETING APRIL 9, 2019 WORKSHOP MEETING	
Background :		
Recommended Action : Approve the Minutes of the City Council: April 2, 2019 Business Meeting April 9, 2019 Workshop Meeting		



**City of Palm Coast
Minutes
CITY COUNCIL
AMENDA AGENDA**

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

**Mayor Milissa Holland
Vice Mayor Nick Klufas
Council Member Eddie Branquinho
Council Member Robert G. Cuff
Council Member Jack D. Howell, II**

Tuesday, April 2, 2019

6:00 PM

CITY HALL

City Staff

Beau Falgout, Interim City Manager

William Reischmann, City Attorney

Virginia A. Smith, City Clerk

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A. CALL TO ORDER

Mayor Holland called the meeting to order at 6:00 p.m.

B. PLEDGE OF ALLEGIANCE TO THE FLAG

C. ROLL CALL

City Clerk Virginia Smith called the roll. All members were present.

D. PUBLIC PARTICIPATION

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. After the Mayor calls for public participation each member of the audience interested in speaking on any topic or proposition not on the agenda or which was discussed or agendaed at the previous City Council Workshop, shall come to the podium and state their name. Each speaker will have up to three (3) minutes each to speak. The Mayor will advise when the three (3) minutes are up and the speaker will be asked to take a seat and wait until all public comments are finished to hear answers to all questions. Once all members of the audience have spoken, the Mayor will close public participation and no other questions/comments shall be heard. Council and staff will then respond to questions posed by members of the audience. Should you wish to provide

Council with any material, all items shall be given to the City Clerk and made part of the record. If anyone is interested in discussing an issue further or ask additional questions, individual Council Members and staff will be available after the meeting to discuss the matter and answer questions.

Anonymous- homeless and tents by the library.

Dennis McDonald asked why there is a different definition for impervious surface; one for the developers and one for the residents.

Janelle bought her first home in the B Section and because of the homeless in the community, she no longer feels safe in her home.

Katherine Rozanski spoke of her concerns regarding the homeless.

Steve Carr spoke of Florida Park Drive traffic and health issues; will the City include in the studies the effect of traffic on residents' health that live on Fl. Park Dr.

Mike Cochiello spoke of the homeless and the rights of all United States citizens and the homeless population's civil rights.

Ceila Pugliese agreed with Steve Carr's comments. She congratulated CM Howell for his invitation to be part of the Harvard University's leadership class.

John Brady wanted Council to know that April is Child Abuse awareness month; he asked for the cost of Whiteview Parkway and felt those monies might be better served in another department.

Jules Kwiatkowski provided an East Flagler Mosquito Control public service announcement.

Mayor Holland provided a brief overview of the homeless situation and CM Howell provided further comments on the issue and the efforts of the coalition to assist the homeless.

Impervious vs pervious-Mr. Cote provided an overview to the definition from the Stormwater engineering department. Mr. Steve Flanagan provided an overview relating to Community Development. All will get in touch with Mr. McDonald.

E. MINUTES

1. MINUTES OF THE CITY COUNCIL: MARCH 19, 2019 BUSINESS MEETING MARCH 26, 2019 WORKSHOP

Pass

Motion made to approve by Council Member Howell, II and seconded by Vice Mayor Klufas

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

F. PROCLAMATIONS AND PRESENTATIONS

2. PROCLAMATION SEXUAL ASSAULT AWARENESS MONTH

VM Klufas presented this Proclamation to representatives from the Flagler Life Center.

3. PROCLAMATION CRIME VICTIMS' RIGHTS WEEK

CM Cuff presented this Proclamation to representatives from the Flagler Life Center.

4. PROCLAMATION GOPHER TORTOISE DAY

CM Howell presented this Proclamation.

5. PROCLAMATION DESIGNATION MAY 4, 2019 AS ARBOR DAY

CM Branquinho presented this Proclamation.

6. PRESENTATION OF THE CERTIFICATE OF COMPLETION TO COUNCIL MEMBER BRANQUINHO FOR THE FLORIDA LEAGUE OF CITIES INSTITUTE FOR ELECTED MUNICIPAL OFFICIALS

City Clerk Virginia Smith presented this certificate to CM Branquinho.

G. ORDINANCES FIRST READ

7. ORDINANCE - AMENDING CHAPTER 2, ARTICLE IV, VOLUNTEER FIREFIGHTER RETIREMENT FUND

City Attorney Reischmann read the title into the record.

Mr. Falgout gave a brief summary of the item.

Public Comment:

There were no public comments.

Pass

Motion made to Approved on first reading by Council Member Cuff and seconded by Vice Mayor Klufas

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

H. RESOLUTIONS

8. RESOLUTION 2019-XX APPROVING A CONTRACT AMENDMENT WITH BBI FOR PHASE II IMPROVEMENTS TO HOLLAND PARK AND RALPH CARTER PARK AND WORK ORDERS WITH S&ME AND JPA FOR CONSTRUCTION PHASE SERVICES

R20190030

Mr. Falgout provided a brief overview to this item. Mr. Carl Cote provided Council a PowerPoint presentation, which is attached to these minutes. Topics discussed included the bocce ball cover; the cost of the materials; the cost of the splash park; no return on the investment and the need for toddler activities.

Public Comments:

Tom Olsner dislike the term "value added and value engineering." He spoke of his experience in the construction industry.

Angela Storno the placement of the new pickleball courts. The current conditions of the nets at the Tennis Center and possibly replacing the proposed splash pads with pickleball courts.

Dr. George Carlo asked the amount of people that play bocce ball vs. pickleball.

Donna Dalbray enjoys pickleball and would like to see the new courts located in Holland Park.

Steve Carr was concerned about water conservation and what will the water usage be using the splash pad.

Ceila Pugliese felt that the liability of the splash park outweighs the need for such an amenity.

Dennis McDonald thought the demographics do not equate to the "valued engineering." He felt there were many more pickleball players vs. toddlers for a splash pad.

Pass

Motion made to approve by Vice Mayor Klufas and seconded by Council Member Cuff

Approved - 3 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland

Denied - 2 - Council Member Eddie Branquinho, Council Member Jack Howell, II

9. RESOLUTION 2019-XX APPROVING THE SECOND AMENDMENT TO INCREASE FUNDS FOR A FEDERALLY-FUNDED SUBGRANT AGREEMENT WITH FLORIDA DEPARTMENT OF EMERGENCY MANAGEMENT (FDEM) RELATING TO HURRICANE IRMA EXPENSES

R20190031

Mr. Falgout provided a brief overview to this item. Helena Alves reported the remainder of the FEMA obligation is a little over \$2 million.

Public Comments:

There were no public comments.

Pass

Motion made to approve by Council Member Cuff and seconded by Vice Mayor Klufas

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

I. CONSENT

Public Comments:

Dennis McDonald Item 10 -He commended the City on how this issue was handled.

Item 12 - Is there a way to automate the traffic to synchronize the traffic so you can go East to West without hitting a number of lights.

John Brady asked why we spend so much money on traffic studies.

Steve Carr spoke on Item 12. He hoped that "quality of life" would be included in the traffic study.

Mr. Falgout spoke of the current phase of where the City is on traffic optimization.

10. RESOLUTION 2019-XX APPROVING A CONTRACT WITH HAZEN CONSTRUCTION, LLC, FOR THE CONSTRUCTION OF THE PUMP STATION 24-2 FORCE MAIN CROSSING PROJECT

R20190032

Pass

Motion made to Adopt on consent by Council Member Cuff and seconded by Vice Mayor Klufas

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

- 11. RESOLUTION 2019-XX APPROVING A WORK ORDER WITH DANELLA CONSTRUCTION CORPORATION FOR FIBER CONNECTION FROM SR 100 TO WATER TREATMENT PLANT 2 (WTP2)**

R20190033

Pass

Motion made to Adopt on consent by Council Member Cuff and seconded by Vice Mayor Klufas

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

- 12. RESOLUTION 2019-XX APPROVING A WORK ORDER WITH ENGLAND, THIMS & MILLER, INC. FOR TRAFFIC ENGINEER CONSULTING SERVICES**

R20190034

Pass

Motion made to Adopt on consent by Council Member Cuff and seconded by Vice Mayor Klufas

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

- 13. RESOLUTION 2019-XX APPROVING PIGGYBACKING THE ST. JOHNS COUNTY CONTRACT WITH CHEMTRADE INC. FOR THE PURCHASE OF LIQUID ALUMINUM SULFATE**

R20190035

Pass

Motion made to approve by Council Member Howell, II and seconded by Council Member Branquinho

Approved - 5 - Council Member Robert Cuff, Vice Mayor Nick Klufas, Mayor Milissa Holland, Council Member Eddie Branquinho, Council Member Jack Howell, II

J. PUBLIC PARTICIPATION

Remainder of Public Comments is limited to three (3) minutes each.

Lewis McCarthy asked Council to watch the citizens' money carefully.

George Mayo asked when the new City Manager will start and thanked Mr. Falgout for his work during his tenure as Interim City Manager. He asked if a new Public Works Director had been hired.

Dennis McDonald spoke of the perceived danger at the Matanzas Parkway and the line of sight on the exit ramp.

John Brady asked for the dimensions for Whiteview.

Mayor Holland provided the following information: The new City Manager starts on April 8. The Fire Chief is the interim Public Works Director; a new director will be hired by Mr. Morton.

Mayor Holland reported that as far as Whiteview goes, the City is moving forward.

K. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

CM Cuff spoke of the new City Manager's contract and the interpretation of the moving expenses clause. He reported, Mr. Morton asked and Council agreed that we pay for the actual cost of moving expenses based on the lowest responsive bid. I think there was the understanding or the expectation that the actual number is what we would pay on his behalf. CM Cuff recently learned, due to recent changes in the tax law, all of that amount (a little bit under \$18,000) will be a taxable income for Mr. Morton next year. Essentially meaning, the City would be reimbursing him for two-thirds of the cost of his moving expenses to here from Washington State.

Motion by CM Cuff, seconded by CM Klufas, we inform Mr. Morton that the moving expenses will be reimbursed in the amount of the lowest bid and that reimbursement will cover any tax liability for that money since it is a one-time expense. The motion carried unanimously.

VM Klufas asked if the budget amendments to be added to the April 16th agenda. Mr. Falgout's understanding was Council asked for options to be brought forward at a later date.

CM Howell will be out of town next week to attend the Harvard University's Senior Leadership Academy.

L. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

No report.

M. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

No report.

N. ADJOURNMENT

VM Klufas motion to adjourn the meeting. The meeting was adjourned at 7:43 p.m.

*Respectfully submitted by:
Virginia A. Smith, MMC
City Clerk*



City of Palm Coast Minutes COUNCIL WORKSHOP

City Hall
160 Lake Avenue
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Mayor Milissa Holland
Vice Mayor Nick Klufas
Council Member Eddie Branquinho
Council Member Robert G. Cuff
Council Member Jack D. Howell, II

Tuesday, April 9, 2019

9:00 AM

CITY HALL

City Staff

Matthew Morton, City Manager
William Reischmann, City Attorney
Virginia A. Smith, City Clerk

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A CALL TO ORDER

Mayor Holland called the meeting to order at 9:00 a.m.

B PLEDGE OF ALLEGIANCE TO THE FLAG

C ROLL CALL

Ms. Settle called the roll. CM Howell was absent. All other members were present.

D PUBLIC PARTICIPATION

Celia Pugliese asked Council to consider writing an ordinance against texting and driving within the city limits.

Mr. Neilebach welcomed Mr. Morton to the City. He thought there may be an opportunity to work with Flagler Dodge Dealership as a site for the Public Works Facility. He asked Council to work closely with the County regarding the Homeless and to include not only the government entities but the clergy as well.

Mayor Holland reported, in State Law, driving and texting is not a first offense. She directed the City Attorney to look into the ordinance of Tempe, Arizona. She asked staff to look into the option of the car dealership. The City and the County are working with the churches regarding the homeless.

E PRESENTATIONS

1 PRESENTATION OF ANNUAL INVESTMENT REPORT

Mr. Morton gave a brief overview of the item. Helena Alves and Scott Sticher with PFM Asset Management Inc., gave a presentation to Council. Topics discussed included: the indicators forecasting a recession; indicators show the interest rates are stable; housing being attached to the ten year treasury rate; the delay of FEMA reimbursements being an investment loss and whether or not the investment policies need to be revised. Mayor Holland thank them for the presentation.

2 RESOLUTION 2019-XX APPROVING A MASTER SERVICE AGREEMENT WITH VERTEKS CONSULTING FOR THE CITY WIDE VOIP PHONE SYSTEM IMPROVEMENTS

Mr. Morton gave a brief overview of the item. Chuck Burkhart gave a presentation to Council. He introduced Matt Nye from Verteks. Topic discussed included: system safeguards; when will the phone system become obsolete; phone system is much like a computer upgrade; communication during storm events; the decrease in the monthly costs; the timeline for the rollout and training in May of 2019. This item will be continued at the next Business Meeting.

F WRITTEN ITEMS

3 RESOLUTION 2019-XX AUTHORIZING THE CITY MANAGER TO EXECUTE THE EAST FLAGLER MOSQUITO CONTROL DISTRICT LOW LEVEL FLIGHTS AUTHORIZATION

Mr. Morton gave a brief overview of the item. This item will be continued at the next Business Meeting.

4 RESOLUTION 2019-XX APPROVING A MASTER SERVICES AGREEMENT WITH LAKE JEM FARMS FOR SOD MATERIALS AND SOD INSTALLATION FOR THE INDIAN TRAIL SPORTS COMPLEX

Mr. Morton gave a brief overview of the item. This item will be continued at the next Business Meeting.

5 RESOLUTION 2019-XX APPROVING ONE-YEAR PRICE AGREEMENTS WITH ENVIRONMENTAL LAND SERVICES (ELS) AND LCD OF FLAGLER INC. FOR DEBRIS DISPOSAL SERVICES

Mr. Morton gave an overview of the item. This item will be continued at the next Business Meeting.

G PUBLIC PARTICIPATION

Mr. McCarthy welcomed Mr. Morton and wished him well.

H DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

VM Klufas brought up the need for a position to manage the external IT needs, particularly, someone who could ascertain the current conditions of the City's FiberNet. Mr. Morton felt there is a need to get a Chief Innovation Officer. CM Cuff asked for more information and how this position would affect the budget. It was the consensus of Council to move forward.

CM Cuff report the Eagle Scout event is coming soon.

CM Branquinho welcomed Mr. Morton. He asked Mr. Morton to take a tour of the Public Works Facility.

I DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

No report.

J DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

No report.

K ADJOURNMENT

VM Klufas motioned to adjourn the meeting. The meeting adjourned at 10:34 a.m.

Respectfully submitted

*Kathleen E. Settle, CMC
Deputy City Clerk*

City of Palm Coast, Florida Agenda Item

Agenda Date : 04/16/2019

Department	CITY CLERK	Amount
Item Key	6313	Account
		#
Subject	PROCLAMATION-APRIL AS VOLUNTEER RECOGNITION MONTH	
Background : Flagler Volunteer Services has requested the City proclaim April as Volunteer Recognition Month.		
Recommended Action : Proclaim April as Volunteer Recognition Month.		



PROCLAMATION

WHEREAS, April is Florida Volunteer Month. This month was established as the official time to recognize and celebrate the efforts of volunteers at the local, state, and national levels; and

WHEREAS, volunteers can connect with local community service experiences through hundreds of community service organizations including Flagler Volunteer Services; and

WHEREAS, volunteers address the most pressing challenges facing our cities, counties and our nation, from educating students for the jobs of the 21st century and supporting veterans and military families to preserving the environment and helping communities recover from natural disasters; and

WHEREAS, volunteering enhances the lives of volunteers, increases self-esteem and physical well-being, provides opportunities to learn new skills and abilities and offers the chance to meet new friends and associates; and

WHEREAS, nonprofits, charities, community and faith-based groups, schools, national service programs and volunteer centers such as Flagler Volunteer Services have joined with state and local governments to celebrate and praise volunteers who have given tirelessly and selflessly to the service of others; and

WHEREAS, volunteers are vital to our future as a caring and productive nation.

NOW, THEREFORE, BE IT PROCLAIMED that the Mayor and City Council of the City of Palm Coast, Florida, do hereby recognize the month of April as

“Volunteer month”

in the City of Palm Coast and encourage residents to recognize the positive impact of volunteer service in our City, to thank those who serve, and to find ways to give back to their communities.

Signed this 16th day of April 2019.

CITY OF PALM COAST, FLORIDA

Witnessed by:

Milissa Holland, Mayor

Virginia A. Smith, City Clerk

City of Palm Coast, Florida Agenda Item

Agenda Date : 04/16/2019

Department	CITY CLERK	Amount
Item Key		Account
Subject	PROCLAMATION NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK	
Background :		
Recommended Action : Proclaim April 14-20, 2019 National Public Safety Telecommunicators Week.		



PROCLAMATION

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our law enforcement officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Flagler County emergency communications center; and

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Public Safety Telecommunicators are the single vital link for our police officers and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and

WHEREAS, Public Safety Telecommunicators of the Flagler County Sheriff's Office have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and

WHEREAS, Each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year.

NOW, THEREFORE, BE IT PROCLAIMED, by the Mayor and the City Council of the City of Palm Coast, Florida, April 14-20, 2019, as

"National Public Safety Telecommunicators Week"

in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

Signed this 16th day of April 2019.

CITY OF PALM COAST, FLORIDA

Witnessed by:

Milissa Holland, Mayor

Virginia A. Smith, City Clerk

City of Palm Coast, Florida Agenda Item

Agenda Date : 04/16/2019

Department	CITY CLERK	Amount
Item Key	6316	Account
		#
Subject	PROCLAMATION CHILD ABUSE PREVENTION MONTH	
Background :	The Office of Child Adoption and Child Protection has requested the City proclaim the month of April as Child Abuse Prevention Month.	
Recommended Action :	Proclaim April as Child Abuse Prevention Month.	



WHEREAS, Florida's bright future depends on the healthy development of its children; and

WHEREAS, the abuse and neglect of children can cause severe and costly consequences for children, families, and society as a whole; and

WHEREAS, every child has a right to a safe, healthy, and happy childhood where they are educationally and developmentally on track; and

WHEREAS, research shows that parents and caregivers who have support systems and know how to seek help in times of trouble are more resilient and better able to provide safe environments and nurturing experiences for their children; and

WHEREAS, it is vital that individuals, businesses, schools, and community organizations make children a top priority and take action to support the physical, social, emotional, and educational development and competency of all children; and

WHEREAS, during the month of April, Prevent Child Abuse Florida, in collaboration with the Governor's Office of Adoption and Child Protection, the Florida Department of Children and Families, and the Ounce of Prevention Fund of Florida, implement Pinwheels for Prevention; and

WHEREAS, Pinwheels for Prevention is a statewide coordinated campaign aimed to increase awareness of child abuse prevention efforts by encouraging healthy child development, positive parenting practices, and community support; and

WHEREAS, the blue and silver pinwheel displays in this campaign are used to symbolize the health and happiness all children deserve; and

WHEREAS, Child Abuse Prevention Month is an important opportunity to urge all Floridians to engage in activities that strengthen families and communities, and that provide the optimal environment for healthy child development.

NOW, THEREFORE, BE IT PROCLAIMED, by the Mayor and the City Council of the City of Palm Coast, Florida, April 2019, as

"CHILD ABUSE PREVENTION MONTH"

Signed this 16th day of February 2019.

CITY OF PALM COAST, FLORIDA

Witnessed by:

Milissa Holland, Mayor

Virginia A. Smith, City Clerk

City of Palm Coast, Florida Agenda Item

Agenda Date : 04/16/2019

Department	CITY CLERK	Amount
Item Key		Account
Subject	ORDINANCE - AMENDING CHAPTER 2, ARTICLE IV, VOLUNTEER FIREFIGHTER RETIREMENT FUND	
Background : <u>UPDATED BACKGROUND FROM THE APRIL 2, 2019 BUSINESS MEETING</u> This item was heard at the April 2, 2019 Business Meeting. There were no changes suggested to this item. <u>UPDATED BACKGROUND FROM THE MARCH 26, 2019 WORKSHOP</u> This item was heard at the March 26, 2019 Workshop. There were no changes suggested to this item. <u>ORIGINAL BACKGROUND TO THE MARCH 26, 2019 WORKSHOP</u> The purpose of the amendment is to reflect the recent increase in the benefit limits provided under Section 457(e)(11)(B)(ii) of the Internal Revenue Code. Currently, the plan limits the benefits payable per year of service to \$3,000, in accordance with the former provision of the Internal Revenue Code. The tax Cuts and Jobs Act (December 2017) increased the benefit limit from \$3,000 to \$6,000. This ordinance, which was approved by the Board of Trustees at its quarterly meeting on February 15, 2019, amends the plan to reflect the new \$6000 benefit limit under the Internal Revenue Code.		
Recommended Action : Adopt Ordinance 2019-XX amending Chapter 2, Article IV, Volunteer Firefighter Retirement Fund.		

**ORDINANCE 2019-_____
AMENDING VOLUNTEER FIREFIGHTER
RETIREMENT SYSTEM AND TRUST FUND**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF PALM COAST, AMENDING CHAPTER 2,
ADMINISTRATION, ARTICLE VI, RETIREMENT,
DIVISION 2, VOLUNTEER FIREFIGHTER RETIREMENT
SYSTEM AND TRUST FUND; AMENDING SECTION 2-540,
MAXIMUM PENSION; AMENDING SECTION 2-549,
SUPPLEMENTAL BENEFIT; PROVIDING FOR
SEVERABILITY; PROVIDING FOR CODIFICATION;
PROVIDING FOR CONFLICTS; AND PROVIDING AN
EFFECTIVE DATE**

WHEREAS, the City of Palm Coast volunteer Firefighters are presently provided pension and certain other benefits under Ordinances of the City of Palm Coast and;

WHEREAS, the City Council desires to increase the increase in the benefit limits provided under Section 457(e)(11)(B)(ii) of the Internal Revenue Code.

NOW, THEREFORE, IT IS ORDAINED BY THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. AMENDMENT TO SECTION 2-540, MAXIMUM PENSION. Chapter 2, Administration, Article VI, Retirement, Division 2, Volunteer Firefighter Retirement System and Trust Fund, Section 2-540, Maximum Pension, is hereby amended to read as follows:

Sec. 2-540. - Maximum pension. Notwithstanding any provision of this division to the contrary, the aggregate amount of length of service awards (including all benefits under this division, such as retirement, disability, supplemental benefits) accruing for any member under the system with respect to any year of credited service shall not exceed the limit set forth in Section 457(e)(11)(B)(ii) of the Internal Revenue Code.

SECTION 2 AMENDMENT SECTION 2-549 SUPPLEMENTAL BENEFIT. Chapter 2, Administration, Article VI, Retirement, Division 2, Volunteer Firefighter Retirement System and Trust Fund, Section 2-549, Supplemental Benefit, subsection (j)., is hereby amended to read as follows:

(j) *Maximum benefit.* Notwithstanding any provision of this division to the contrary, the aggregate amount of length of service awards (including all benefits under this division, such as retirement, disability, supplemental benefits) accruing

for any member under the system with respect to any year of credited service shall not exceed the limit set forth in Section 457(e)(11)(B)(ii) of the Internal Revenue Code.

SECTION 3. SEVERABILITY. If any provision of this Ordinance or the application thereof is finally determined by a court of competent jurisdiction to be illegal, invalid or unenforceable, such provision shall be deemed to be severable and the remaining provisions shall continue in full force and effect provided that the illegal, invalid or unenforceable provision is not material to the logical and intended interpretation of this Article.

SECTION 4. CODIFICATION. It is the intention of the City Council of the City of Palm Coast, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of Ordinance of the City of Palm Coast, Florida; that the Sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; that the word, “Ordinance” may be changed to “Section,” “Article,” or other appropriate word.

SECTION 5. CONFLICTS. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect immediately upon adoption by the City Council of the City of Palm Coast.

APPROVED on first reading this 2nd day of April 2019.

ADOPTED on second reading after due public notice and hearing this 16th day of April 2019.

ATTEST:

CITY OF PALM COAST

Virginia A. Smith, City Clerk

Millissa Holland, Mayor

Approved as to form and legality

William E. Reischmann, Jr., Esquire

City of Palm Coast, Florida

Agenda Item

Agenda Date: 04/16/2019

Department	CITY CLERK	Amount										
Item Key		Account										
Subject	APPOINT TWO MEMBERS TO THE VOLUNTEER FIREFIGHTERS' PENSION FUND BOARD											
Background : The City of Palm Coast Volunteer Firefighters' Pension Fund Board requires City Council to appoint two Board Members. Two Board Members' terms, Mr. Daniel Brazzano and Mr. Charles Esposito, expire on April 30, 2019. Both Messrs. Brazzano and Esposito were appointed by City Council and would like to be reappointed to continue service on the Board. <i>The intent of the Board is to serve as the Volunteer Firefighters' Retirement System Plan Administrator and The Trustee of the Fund. In addition, the general administration, management and responsibility for the proper operation of the system shall be vested in the Board. The Board is responsible for administering the trust fund.</i> <i>Florida Statute 175.061 mandates that the pension plan be administered by a five (5) member Board. Two (2) of the five (5) members are to be appointed by City Council; two (2) are elected by the Volunteer Firefighters and the fifth member is chosen by the majority of the previous four (4) members. Statute sets the term of the office at two (2) years for all members; however, there are no term limits.</i> Staff advertised in the Flagler News-Tribune as well as posting on the City website and in the lobby display case in City Hall, seeking applications. Four applications were received from <table><tr><td>Applicant</td><td>Occupation</td></tr><tr><td>Mr. Daniel Brazzano</td><td>Volunteer FF and Realtor</td></tr><tr><td>Mr. Charlie Esposito</td><td>Retired ITT</td></tr><tr><td>Ms. Ellen A. Schaffer</td><td>Public Pension Software Consultant</td></tr><tr><td>Mr. Robert Schroeder</td><td>Certified Public Accountant</td></tr></table>			Applicant	Occupation	Mr. Daniel Brazzano	Volunteer FF and Realtor	Mr. Charlie Esposito	Retired ITT	Ms. Ellen A. Schaffer	Public Pension Software Consultant	Mr. Robert Schroeder	Certified Public Accountant
Applicant	Occupation											
Mr. Daniel Brazzano	Volunteer FF and Realtor											
Mr. Charlie Esposito	Retired ITT											
Ms. Ellen A. Schaffer	Public Pension Software Consultant											
Mr. Robert Schroeder	Certified Public Accountant											
Recommended Action : Appoint two members to the Volunteer Firefighter Pension Board.												



VOLUNTEER BOARD AND COMMITTEE APPLICATION

Thank you for your interest in serving the City of Palm Coast.

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration of your appointment.

Please be advised that background screening of all applicants is required.

Résumés may be attached.

Please check the Board/Committee/Council for which you are applying:

<input type="checkbox"/> Beautification & Environmental Advisory Committee*	<input type="checkbox"/> Planning & Land Development Regulation Board* ♠
<input type="checkbox"/> Code Enforcement Board*	<input checked="" type="checkbox"/> Volunteer Firefighters' Pension Fund Board*
<input type="checkbox"/> Leisure Services Advisory Committee	
<input type="checkbox"/> Flagler County Housing Task Force/Affordable Housing Advisory Council: <input type="checkbox"/> Citizen from the City of Palm Coast representing essential services personnel <input type="checkbox"/> Representative of residential home building industry	
<input type="checkbox"/> River to Sea Transportation Planning Organization Advisory Committees: <input type="checkbox"/> Citizens Advisory Committee (CAC) <input type="checkbox"/> Bicycle and Pedestrian Advisory Committee (BPAC)	

* Appointees must file a Financial Disclosure Form 1 with the City Clerk at time of appointment and **ANNUALLY** thereafter with the Flagler County Supervisor of Elections.

♠ Requires at least one board member to be appointed from **EACH** City Council District, when possible.

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

RE-APPOINTMENT ☒ Yes ☐ No

1. PERSONAL

Name: DANIEL L BRAZZANO E-mail address: DBRAZZANO@AOL.COM

Residence Address: 36 Westglen Lane District # _____

City: PALM COAST State: FL Zip: 32164

Mailing Address (If Different from Residence): _____

Home Phone: 386 4463516 Cell Business Phone: 386 986-6528

Date of Birth: 5/14/47 Place of Birth: NY

How long have you been a permanent resident of Palm Coast? 15 yrs

What year did you become a continuous resident of the City of Palm Coast? 2005

List all places of residence for the last five years.

Address	City & State	From	To
36 Westglen Lane	Palm Coast	FL	2005-19

Are you a registered voter in Flagler County? ☒ Yes ☐ No

Have you ever used or been known by any other legal name? ☐ Yes ☒ No

If yes, explain: _____

Are you a citizen of the United States? ☒ Yes ☐ No

If no, explain: _____

If you are a naturalized citizen of the United States, date of naturalization: _____

2. EMPLOYMENT HISTORY (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: _____

Occupation: Assoc Mgmt / Renton Current Employer: BMAZZANO RE & Mgmt

Current Business Address: 36 Westglen Lane

PALM COAST FL 32164 386 986 6528

City State Zip Phone #

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
ASSOCIACMC	ASSO Mgmt	LCAM	8/2018 - 12/2018
LELANDMANAGEMENT	ASSO Mgmt	LCAM	7/13 7/18

Have you ever been employed by any state, district, or local governmental agency in Florida? ☐ Yes ☒ No

If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position	Employee Agency	Period of Employment

3. EDUCATION

High School: LAFAYETTE HS NY Year Graduated: 1965

Name & Location

List postsecondary educational institutions or programs attended:

Name & Location	Dates Attended	Certificate/Degrees Received
PACE UNIVERSITY	1966-70	BAS Bus / BBA Bus
ST JOHN'S UNIVERSITY	1970-75	MBA FINANCE

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the office or agency to which you have been appointed or are seeking appointment? ☐ Yes ☒ No If yes, explain below:

Name of Business

Relationship to the Business

Business Relationship to Agency

How do you believe that your education, experience, talents and skills will benefit the work of the Board or Committee and are you willing to act as a decision maker and not as an advocate, if required by law?

EXTENSIVE BANKING BACKGROUND 38 YRS

LIC COMMUNITY ASSA MGR 11 YRS

PART OWNER IN RE + MANAGEMENT BUSINESS

What is your understanding of the relationship of this Board or Committee to the City Council?

THE PROPOSED ACTIONS OF THIS COMMITTEE DIRECTLY
AFFECT ITS RETIREES + ARE SUBJECT TO REVIEW &
APPROVAL OF THE CITY COUNCIL

7. REFERENCES – Please list three references (business and/or personal)

CHARLES ESPOSITO (386) 931-0118

Name, Address & Telephone Number

STEVEN GARNES (386) 986-7164

Name, Address & Telephone Number

TIM WILSEY (386) 569-1327

Name, Address & Telephone Number

8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement?

☒ Yes

☐ No

I understand the responsibilities associated with being a member of a City Board or Committee and that I may be subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the Board or Committee to which I am appointed.

4. **MILITARY SERVICE**

Are you or have you ever been a member of the Armed Forces?

☒ Yes ☐ No

Date of Service: 1966 - 1972

Branch or Component: Army NAT'L GUARD

Date and Type of Discharge: HONORABLE / 1972

5. **INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?**

Are you currently or have you ever served on any City Volunteer Board or Committee?

☒ Yes ☐ No

If yes, which Board
or Committee?

PC VOLUNTEER FD PENSION FUND

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years.

Name of Organization(s)

CAI (Community Association INSTITUTE)
PCVFD PENSION BOARD

6. **QUALIFICATIONS FOR APPOINTMENT**

State your experiences and interests or elements of your personal history that qualify you for this appointment.

Present BOARD member OF PCVFD PENSION BD
HAVE BEEN ADVISOR to many HOA & CONDO BOARDS

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below:

☐ Yes

☒ No

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below:

☐ Yes

☒ No

Have you ever been elected or appointed to any public office? If yes, list below:

☐ Yes

☒ No

Office Title

Date of Election or Appointment

Term of Office

Level of Government

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to the board or committee for which I am applying.

Kimberly A. Bazzano
Signature

2/20/19
Date

NOTE: If you have questions concerning the duties and responsibilities of any of the above Boards or Committees please contact the City Clerk's Office.

RETURN TO: City Clerk's Office
City of Palm Coast
160 Lake Avenue
Palm Coast, Florida 32164

PHONE: 386-986-3713
FAX: 386-986-3714
EMAIL: CityClerk@palmcoastgov.com
WEBSITE: www.palmcoastgov.com

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

SUNSHINE LAW: The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

*Should you not be selected at this time, your application will be kept on file for consideration for six (6) months.
Should you wish to be considered for another board, committee, or task force during that time,
you must contact the City Clerk's Office and request reconsideration.*

From: Kate Settle KSettle@palmcoastgov.com
Subject: Board Terms
Date: Feb 19, 2019 at 4:23:53 PM
To: Charles Esposito CEsposito@palmcoastgov.com, Daniel Brazzano
dbrazzano@aol.com, Bob Schroeder bob@schroeder CPA.com,
Vincent DeVita vdv324@yahoo.com, Timothy Wilsey
TWilsey@palmcoastgov.com
Cc: David Robinson DRobinson@sugarmansusskind.com, Ginger
Norberg gnorberg@palmcoastgov.com

Your terms will expire on April 30, 2019. The two elected members are Tim Wilsey and Vincent DeVita. Two members are appointed by Council and those members are Charlie Esposito and Dan Brazzano. The 5th Member is Robert Schroeder. I will be advertising for the two members that are to be appointed by Council. If the two Council appointed members are interested in serving another term, I have attached an application for your convenience. Please fill out and return to me by April 5, 2019.

If you have any questions or need more information, please feel free to contact me.

Thank you. Kate

Kate Settle
Deputy City Clerk
City of Palm Coast
160 Lake Avenue
Palm Coast, FL 32164
Tel: 386-986-4722
www.palmcoastgov.com



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City of Palm Coast officials and employees regarding public business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.



VOLUNTEER BOARD AND COMMITTEE APPLICATION

Thank you for your interest in serving the City of Palm Coast.

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration of your appointment.

Please be advised that background screening of all applicants is required.

Résumés may be attached.

Please check the Board/Committee/Council for which you are applying:

<input type="checkbox"/>	Beautification & Environmental Advisory Committee*	<input type="checkbox"/>	Planning & Land Development Regulation Board* ♠
<input type="checkbox"/>	Code Enforcement Board*	<input checked="" type="checkbox"/>	Volunteer Firefighters' Pension Fund Board*
<input type="checkbox"/>	Leisure Services Advisory Committee		
<input type="checkbox"/>	Flagler County Housing Task Force/Affordable Housing Advisory Council: <input type="checkbox"/> Citizen from the City of Palm Coast representing essential services personnel <input type="checkbox"/> Representative of residential home building industry		
<input type="checkbox"/>	River to Sea Transportation Planning Organization Advisory Committees: <input type="checkbox"/> Citizens Advisory Committee (CAC) <input type="checkbox"/> Bicycle and Pedestrian Advisory Committee (BPAC)		

* Appointees must file a Financial Disclosure Form 1 with the City Clerk at time of appointment and **ANNUALLY** thereafter with the Flagler County Supervisor of Elections.

♠ Requires at least one board member to be appointed from **EACH** City Council District, when possible.

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

RE-APPOINTMENT ☒ Yes ☐ No

1. PERSONAL

Name: Charlie Esposito E-mail address _____

Residence Address: _____ District # _____

City: _____ State: _____ Zip: _____

Mailing Address (If Different from Residence): _____

Home Phone _____ Business Phone: _____

Date of Birth: _____ Place of Birth: _____

How long have you been a permanent resident of Palm Coast? _____

What year did you become a continuous resident of the City of Palm Coast? _____

List all places of residence for the last five years.

Address	City & State	From	To

Are you a registered voter in Flagler County? ☐ Yes ☐ No

Have you ever used or been known by any other legal name? ☐ Yes ☐ No

If yes, explain: _____

Are you a citizen of the United States? ☐ Yes ☐ No

If no, explain: _____

If you are a naturalized citizen of the United States, date of naturalization: _____

2. EMPLOYMENT HISTORY (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: _____

Occupation: _____ Current Employer: _____

Current Business Address: _____

City	State	Zip	Phone #

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

<u>Employer & Address</u>	<u>Type of Business</u>	<u>Occupational Title</u>	<u>Period of Employment</u>

Have you ever been employed by any state, district, or local governmental agency in Florida? ☐ Yes ☐ No
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

<u>Position</u>	<u>Employee Agency</u>	<u>Period of Employment</u>

3. EDUCATION

High School: _____ Year Graduated: _____

Name & Location

List postsecondary educational institutions or programs attended:

Name & Location

Dates Attended

Certificate/Degrees Received

4. MILITARY SERVICE

Are you or have you ever been a member of the Armed Forces? ☐ Yes ☐ No

Date of Service: _____

Branch or Component: _____

Date and Type of Discharge: _____

5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?

Are you currently or have you ever served on any City Volunteer Board or Committee? ☐ Yes ☐ No

If yes, which Board
or Committee? _____

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you
have been a member during the past five (5) years.

Name of Organization(s)

6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this
appointment? If yes, list below: ☐ Yes ☐ No

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list
below: ☐ Yes ☐ No

Have you ever been elected or appointed to any public office? If yes, list below: ☐ Yes ☐ No

<u>Office Title</u>	<u>Date of Election or Appointment</u>	<u>Term of Office</u>	<u>Level of Government</u>
---------------------	--	-----------------------	----------------------------

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the office or agency to which you have been appointed or are seeking appointment? ☐ Yes ☐ No If yes, explain below:

Name of Business

Relationship to the Business

Business Relationship to Agency

How do you believe that your education, experience, talents and skills will benefit the work of the Board or Committee and are you willing to act as a decision maker and not as an advocate, if required by law?

What is your understanding of the relationship of this Board or Committee to the City Council?

7. REFERENCES – Please list three references (business and/or personal)

Name, Address & Telephone Number

Name, Address & Telephone Number

Name, Address & Telephone Number

8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement?

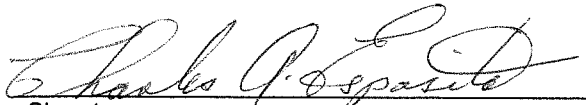
☐ Yes

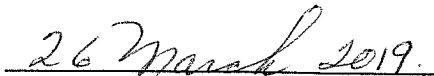
☐ No

I understand the responsibilities associated with being a member of a City Board or Committee and that I may be subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the Board or Committee to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to the board or committee for which I am applying.


Signature


Date

NOTE: If you have questions concerning the duties and responsibilities of any of the above Boards or Committees please contact the City Clerk's Office.

RETURN TO: City Clerk's Office
City of Palm Coast
160 Lake Avenue
Palm Coast, Florida 32164

PHONE: 386-986-3713
FAX: 386-986-3714
EMAIL: CityClerk@palmcoastgov.com
WEBSITE: www.palmcoastgov.com

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SUNSHINE LAW: The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

*Should you not be selected at this time, your application will be kept on file for consideration for six (6) months.
Should you wish to be considered for another board, committee, or task force during that time,
you must contact the City Clerk's Office and request reconsideration.*



VOLUNTEER ADVISORY BOARD/COMMITTEE MEMBER INFORMATION UPDATE SHEET AND INQUIRY REGARDING REAPPOINTMENT

Please complete this form and return it to the City Clerk's Office (e-mail or fax is acceptable).
Please be advised that background screening of all applicants is required.

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

PLEASE CHECK THE BOARD/COMMITTEE YOU ARE SERVING ON:

<input type="checkbox"/>	Beautification & Environmental Advisory Board	<input type="checkbox"/>	Leisure Services Advisory Committee
<input type="checkbox"/>	CDBG Citizens Advisory Task Force	<input type="checkbox"/>	Planning & Land Development Regulation Board
<input type="checkbox"/>	Code Enforcement Board	<input checked="" type="checkbox"/>	Volunteer Firefighters' Pension Fund Board

PLEASE CHECK BOX TO INDICATE IF YOU ARE INTERESTED IN BEING REAPPOINTED: ☒ Yes ☐ No

PERSONAL INFORMATION

Name: CHARLES A. ESPOSITO E-mail: _____

Residence Address: P.O. Box 353713 / 12 CAYUGA CT (32137)

City: PALM COAST State: FL Zip: 32135 / 32137

Mailing Address (If Different from Residence): P.O. Box 353713 Palm Coast FL 32135

Home Phone: 386-445-3198 Business Phone: 386-931-0118

Are you a registered voter in the City? ☒ Yes ☐ No Which District: 1 (2) 3 4

How long have you been a resident of Palm Coast? 22 Yrs.

What is your Occupation? EXEC Employer? ITT

If retired please list your Occupation before retirement _____

Thank you for the time and effort you extend to the City of Palm Coast as an Advisory Board/Committee Member and our sincere appreciation for your help.

Charles A. Esposito
Signature

9 April 2017
Date

RETURN TO: City Clerk's Office
City of Palm Coast
160 Lake Avenue
Palm Coast, Florida 32164

PHONE: 386-986-3713
FAX: 386-986-3714
EMAIL: bredline@palmcoastgov.com 3737
WEBSITE: www.palmcoastgov.com



VOLUNTEER BOARD AND COMMITTEE APPLICATION

Thank you for your interest in serving the City of Palm Coast.

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration of your appointment.

Please be advised that background screening of all applicants is required.

Résumés may be attached.

Please check the Board/Committee/Council for which you are applying:

<input type="checkbox"/> Beautification & Environmental Advisory Committee*	<input type="checkbox"/> Planning & Land Development Regulation Board* ♠
<input type="checkbox"/> Code Enforcement Board*	<input checked="" type="checkbox"/> Volunteer Firefighters' Pension Fund Board*
<input type="checkbox"/> Leisure Services Advisory Committee	
<input type="checkbox"/> Flagler County Housing Task Force/Affordable Housing Advisory Council: <input type="checkbox"/> Citizen from the City of Palm Coast representing essential services personnel <input type="checkbox"/> Representative of residential home building industry	
<input type="checkbox"/> River to Sea Transportation Planning Organization Advisory Committees: <input type="checkbox"/> Citizens Advisory Committee (CAC) <input type="checkbox"/> Bicycle and Pedestrian Advisory Committee (BPAC)	

* Appointees must file a Financial Disclosure Form 1 with the City Clerk at time of appointment and **ANNUALLY** thereafter with the Flagler County Supervisor of Elections.

♠ Requires at least one board member to be appointed from **EACH** City Council District, when possible.

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

RE-APPOINTMENT ☐ Yes ☒ No

1. PERSONAL

Name: Ellen A. Schaffer E-mail address: ellensch@bellsouth.net

Residence Address: 44 Atlantic Dr. District #: _____

City: Palm Coast State: Fl. Zip: 32137

Mailing Address (If Different from Residence): _____

Home Phone: 386-627-8797 Business Phone: 954-695-7830

Date of Birth: 09-04-1948 Place of Birth: St. Louis, Mo.

How long have you been a permanent resident of Palm Coast? 3.5 years

What year did you become a continuous resident of the City of Palm Coast? 2015

List all places of residence for the last five years.

Address	City & State	From	To
44 Atlantic Dr.	Palm Coast, Fl.	09/20/2015	present
283 Westhampton Dr.	Palm Coast, Fl.	05/01/2015	09/20/2015
339 NW 99 Way	Coral Springs, Fl.	11/01/1992	05/01/2015

Are you a registered voter in Flagler County? ☒ Yes ☐ No

Have you ever used or been known by any other legal name? ☐ Yes ☒ No

If yes, explain: _____

Are you a citizen of the United States? ☒ Yes ☐ No

If no, explain: _____

If you are a naturalized citizen of the United States, date of naturalization: _____

2. EMPLOYMENT HISTORY (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: _____

Occupation: public pension software consultant Current Employer: self-employed

Current Business Address: _____

44 Atlantic Dr. Palm Coast, Fl. 32137 386-627-8797
City State Zip Phone #

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

<u>Employer & Address</u>	<u>Type of Business</u>	<u>Occupational Title</u>	<u>Period of Employment</u>
self-employed	software consultant	sole proprietor	since 1990

Have you ever been employed by any state, district, or local governmental agency in Florida? ☐ Yes ☒ No
If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

<u>Position</u>	<u>Employee Agency</u>	<u>Period of Employment</u>

3. EDUCATION

High School: St. Elizabeth Academy, St. Louis, Mo. Year Graduated: 1966
Name & Location

List postsecondary educational institutions or programs attended:

<u>Name & Location</u>	<u>Dates Attended</u>	<u>Certificate/Degrees Received</u>
Southeast Missouri State Univ., Cape Girardeau, Mo.	1966-1970	BS. Math

4. MILITARY SERVICE

Are you or have you ever been a member of the Armed Forces? ☐ Yes ☒ No

Date of Service: _____

Branch or Component: _____

Date and Type of Discharge: _____

5. INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?

Are you currently or have you ever served on any City Volunteer Board or Committee? ☐ Yes ☒ No
If yes, which Board
or Committee? _____

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you
have been a member during the past five (5) years.

Name of Organization(s)

Florida Public Pension Trustees Assn. guest speaker, June, 2018

6. QUALIFICATIONS FOR APPOINTMENT

State your experiences and interests or elements of your personal history that qualify you for this appointment.

I have been providing pension administration software systems to Florida public pension plans
since 1988. I am familiar with the Ordinances that govern these plans and the benefits they provide.
I am also familiar with 1099R reporting, DROP and SHARE accounting and state reporting.

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this
appointment? If yes, list below: ☐ Yes ☒ No

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list
below: ☐ Yes ☒ No

Have you ever been elected or appointed to any public office? If yes, list below: ☐ Yes ☒ No

<u>Office Title</u>	<u>Date of Election or Appointment</u>	<u>Term of Office</u>	<u>Level of Government</u>
---------------------	--	-----------------------	----------------------------

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the office or agency to which you have been appointed or are seeking appointment? ☒ Yes ☐ No If yes, explain below:

<u>Name of Business</u>	<u>Relationship to the Business</u>	<u>Business Relationship to Agency</u>
Ellen A. Schaffer	Sole proprietor	Software Support Services provided to Palm Beach, FL., Miami Beach, FL., Ft. Lauderdale, FL., Boca Raton, FL., Pensacola, FL., Pompano Beach, FL., and approx. 26 other funds administered by Pension Resource Center, PBG, FL.

How do you believe that your education, experience, talents and skills will benefit the work of the Board or Committee and are you willing to act as a decision maker and not as an advocate, if required by law?

My long experience with a wide variety of public funds, their actuaries and attorneys gives me a broad understanding of the role of the public pension board. I believe my experience would assist me to understand the issues brought before the board and to vote responsibly. I have a great respect for public safety personnel and their valuable contribution to the City and the role of the pension fund is to reward them for their service.

What is your understanding of the relationship of this Board or Committee to the City Council?

The pension fund is created by the City and the City's ordinances govern it. The City funds the pension fund as needed based upon the actuarial evaluation done each year. The board carries out the duties required and must provide fiduciary oversight. A public pension board usually consists of trustees, professionals and City officials.

7. REFERENCES – Please list three references (business and/or personal)

Donna Brito, Miami Beach Police & Fire Pension Fund Administrator, 305-673-7039

Name, Address & Telephone Number

J. Scott Baur, President, Pension Resource Centers, Palm Beach Gardens, FL. 561-459-2948

Name, Address & Telephone Number

William C. Cliett, retired school administrator, neighbor. 386-302-2495

Name, Address & Telephone Number

8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement?

☒ Yes

☐ No

I understand the responsibilities associated with being a member of a City Board or Committee and that I may be subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the Board or Committee to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to the board or committee for which I am applying.

Ellen A. Schaffer
Signature

3/8/2019
Date

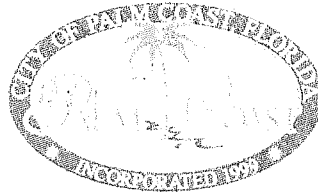
NOTE: If you have questions concerning the duties and responsibilities of any of the above Boards or Committees please contact the City Clerk's Office.

RETURN TO:	City Clerk's Office City of Palm Coast 160 Lake Avenue Palm Coast, Florida 32164	PHONE:	386-986-3713
		FAX:	386-986-3714
		EMAIL:	CityClerk@palmcoastgov.com
		WEBSITE:	www.palmcoastgov.com

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

SUNSHINE LAW: The primary purpose of Government in the Sunshine Law is to assure public access to the decision-making processes of public boards and commissions. The Sunshine Law extends to discussions and deliberations as well as to formal actions taken by boards and commissions.

*Should you not be selected at this time, your application will be kept on file for consideration for six (6) months.
Should you wish to be considered for another board, committee, or task force during that time,
you must contact the City Clerk's Office and request reconsideration.*



VOLUNTEER BOARD AND COMMITTEE APPLICATION

Thank you for your interest in serving the City of Palm Coast.

Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration of your appointment.

Please be advised that background screening of all applicants is required.

Résumés may be attached.

Please check the Board/Committee/Council for which you are applying:

<input type="checkbox"/>	Beautification & Environmental Advisory Committee	<input type="checkbox"/>	Planning & Land Development Regulation Board * ♠
<input type="checkbox"/>	Code Enforcement Board *	<input checked="" type="checkbox"/>	Volunteer Firefighters' Pension Fund Board *
<input type="checkbox"/>	Leisure Services Advisory Committee		
<input type="checkbox"/>	Flagler County Housing Task Force/Affordable Housing Advisory Council: <input type="checkbox"/> Citizen from the City of Palm Coast representing essential services personnel <input type="checkbox"/> Representative of residential home building industry		
<input type="checkbox"/>	River to Sea Transportation Planning Organization Advisory Committees: <input type="checkbox"/> Citizens Advisory Committee (CAC) <input type="checkbox"/> Bicycle and Pedestrian Advisory Committee (BPAC)		

Appointees must file a Financial Disclosure Form 1 with the City Clerk at time of appointment and **ANNUALLY** thereafter with the Flagler County Supervisor of Elections.

♠ Requires at least one board member to be appointed from **EACH** City Council District, when possible.

ALL CITY BOARDS AND COMMITTEES ARE SUBJECT TO THE SUNSHINE LAW AND PUBLIC RECORDS LAW.

RE-APPOINTMENT ☐ Yes ☐ No

1. PERSONAL

Name: Robert E Schroeder E-mail address: bob@schroedercpa.com

Residence Address: 56 Winding Creek Way District #

City: Ormond Beach State: FL Zip: 32174

Mailing Address (If Different from Residence): 50 Leanni Way, Unit D-3, Palm Coast, FL 32137-4756

Home Phone: 3866731249 Business Phone: 3864452400

Date of Birth: April 21, 1942 Place of Birth: New Haven, CT

How long have you been a permanent resident of Palm Coast? n/a

What year did you become a continuous resident of the City of Palm Coast? n/a

List all places of residence for the last five years.

Address	City & State	From	To

Are you a registered voter in Flagler County? ☐ Yes ☐ No

Have you ever used or been known by any other legal name? ☐ Yes ☒ No

If yes, explain: _____

Are you a citizen of the United States? ☒ Yes ☐ No

If no, explain: _____

If you are a naturalized citizen of the United States, date of naturalization: _____

2. EMPLOYMENT HISTORY (A résumé may be attached at the option of the applicant) (If retired, please still list your previous occupation and employment history.)

If retired, please list your occupation before retirement: _____

Occupation: _____ Current Employer: _____

Current Business Address: _____

City	State	Zip	Phone #
------	-------	-----	---------

List all of your employment history during the last five years. Include employers' name, business address, type of business, occupation, or job title and period(s) of employment.

Employer & Address	Type of Business	Occupational Title	Period of Employment
Phelan, Schroeder & Taylor LLC 50 Leanni Way Unit D-3 Palm Coast FL 32137-4756			
Certified Public Accountants	Managing Member		02/01/1982 to Present

Have you ever been employed by any state, district, or local governmental agency in Florida? ☐ Yes ☐ No

If yes, identify the position(s), the name(s) of the employing agency and the period of employment.

Position	Employee Agency	Period of Employment
----------	-----------------	----------------------

3. EDUCATION

High School: North Park Academy Chicago IL Year Graduated: _____

Name & Location

List postsecondary educational institutions or programs attended:

Name & Location	Dates Attended	Certificate/Degrees Received
Northwestern University, Evanston, IL 1972		BBA

4. **MILITARY SERVICE**

Are you or have you ever been a member of the Armed Forces? ☒ Yes ☐ No

Date of Service: 1962-1966

Branch or Component: Army

Date and Type of Discharge: 1966 Honorable

5. **INTEREST/ACTIVITIES/COMMUNITY AND/OR CIVIC INVOLVEMENT?**

Are you currently or have you ever served on any City Volunteer Board or Committee? ☐ Yes ☐ No

If yes, which Board or Committee? Volunteer Firefighters Pension Board

List any business, professional, occupational, civic, or fraternal organizations or community groups of which you have been a member during the past five (5) years.

Name of Organization(s)

American Institute of Certified Public Accountants

Florida Society of Certified Public Accountants

6. **QUALIFICATIONS FOR APPOINTMENT**

State your experiences and interests or elements of your personal history that qualify you for this appointment.

I have been a member of the pension board for several terms

Have you received any degree(s), professional certification(s), or designation(s) related to the subject matter of this appointment? If yes, list below: ☒ Yes ☐ No

Bachelor of Business Administration

Certified Public Accountant

Do you currently hold any office or position (appointive, civil service, or other) with any government entity? If yes, list below: ☒ Yes ☐ No

Volunteer Firefighters pension board

Have you ever been elected or appointed to any public office? If yes, list below: ☐ Yes ☒ No

Office Title

Date of Election or Appointment

Term of Office

Level of Government

Have you or a business of which you have been an owner, officer, or employee, held any contractual or other direct dealings during the last four (4) years with City government, including the office or agency to which you have been appointed or are seeking appointment? ☐ Yes ☒ No If yes, explain below:

Name of Business

Relationship to the Business

Business Relationship to Agency

How do you believe that your education, experience, talents and skills will benefit the work of the Board or Committee and are you willing to act as a decision maker and not as an advocate, if required by law?

My education, professional & business experience has & will continue to benefit the board

I am willing to act to the best of my abilities for the board

What is your understanding of the relationship of this Board or Committee to the City Council?

The board is independent of the City Council, but has close working relationships to it

7. REFERENCES – Please list three references (business and/or personal)

Beth Taylor, 50 Leanni Way Unit D-3 Palm Coast FL 3864452400

Name, Address & Telephone Number

Bonnie Lennon, 50 Leanni Way Unit D-3 Palm Coast FL 3864452400

Name, Address & Telephone Number

Thomas Bertolami 521 S Yonge St Ormond Beach, FL 3866772711

Name, Address & Telephone Number

8. ACKNOWLEDGMENT

If required by law, will you file a financial disclosure statement?

☒ Yes

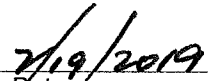
☐ No

I understand the responsibilities associated with being a member of a City Board or Committee and that I may be subject to financial disclosure laws and ex parte communications rules and that I will be subject to the Code of Ethics for Public Officers and Employees and City rules of conduct.

I certify that I have adequate time to serve if appointed and that I will serve in accordance with the requirements of the Board or Committee to which I am appointed.

Further, by executing this application below, I am authorizing City staff to perform a personal background screening, which shall include a general criminal records check and other checks relative to the board or committee for which I am applying.


Signature


Date

NOTE: If you have questions concerning the duties and responsibilities of any of the above Boards or Committees please contact the City Clerk's Office.

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you must contact the City Clerk's Office and request reconsideration.*

City of Palm Coast, Florida

Agenda Item

Agenda Date: 4/16/2019

Department	Information Technology	Amount	\$234,370.06								
Item Key		Account	#43000099-06400-99011								
Subject	RESOLUTION 2019-XX APPROVING A MASTER SERVICE AGREEMENT WITH VERTEKS CONSULTING FOR THE CITY WIDE VOIP PHONE SYSTEM IMPROVEMENTS										
Background : <u>UPDATE FROM THE APRIL 9, 2019 WORKSHOP</u> This item was heard by City Council at their April 9, 2019 workshop. There were no changes suggested to this item. <u>ORIGINAL BACKGROUND FROM THE APRIL 9, 2019 WORKSHOP</u> The City intends to replace our current office phone system with a modern, more capable, cloud-based VOIP (voice over IP) phone system. This will include all hardware, software, installation, training, and support. It also includes a monthly, recurring charge for phone service. In accordance with the City’s Purchasing Policy, City staff advertised and solicited bids for a City-wide, cloud-based, VOIP phone system. The City received fourteen (14) bids which were responsive and responsible. A diverse team of City employees selected three (3) submissions to come in and present. After presentations, the selection team selected Verteks Consulting, using a custom Mitel solution, to be awarded the contract. The notice of intent to award and project bid overview are attached to this agenda item. Cost will include a one-time fee for the purchase and set-up of equipment of \$194,219.50. The annual fee for services will be \$40,150.56. The Fiscal Year 2019 Budget includes \$250,000.00 within Capital Projects Budget. SOURCE OF FUNDS WORKSHEET FY 2019 <table><tr><td>Capital Projects Fund 43000099-064000-99011</td><td>\$250,000.00</td></tr><tr><td>Total Expended/Encumbered to Date.....</td><td>\$ 0.00</td></tr><tr><td>Pending Work Orders/Contracts.....</td><td><u>\$234,370.06</u></td></tr><tr><td>Balance.....</td><td>\$ 15,629.94</td></tr></table>				Capital Projects Fund 43000099-064000-99011	\$250,000.00	Total Expended/Encumbered to Date.....	\$ 0.00	Pending Work Orders/Contracts.....	<u>\$234,370.06</u>	Balance.....	\$ 15,629.94
Capital Projects Fund 43000099-064000-99011	\$250,000.00										
Total Expended/Encumbered to Date.....	\$ 0.00										
Pending Work Orders/Contracts.....	<u>\$234,370.06</u>										
Balance.....	\$ 15,629.94										
Recommended Action : Adopt Resolution 2019-XX approving a Master Service Agreement with Verteks consulting for the City Wide VOIP phone system improvements.											

RESOLUTION 2019 - _____
CONTRACT WITH VERTEKS CONSULTING
FOR CITY-WIDE VOIP PHONE SYSTEM

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AUTHORIZING A CONTRACT WITH VERTECKS CONSULTING; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Verteks Consulting, has expressed a desire to provide contractual services for city-wide VoIP phone system upgrade to the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast desires to approve a contract with Verteks Consulting for city-wide phone system upgrade.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA AS FOLLOWS:

SECTION 1. APPROVAL OF CONTRACT. The City Council of the City of Palm Coast hereby approves a contract with Verteks consulting for city-wide VoIP phone system upgrade, as attached hereto and incorporated herein by reference as Exhibit "A."

SECTION 2. AUTHORIZATION TO EXECUTE. The City Manager, or designee, is hereby authorized to execute the necessary documents.

SECTION 3. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 16th day, April 2019.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA A. SMITH, CITY CLERK

Attachment: Engagement Letter

Approved as to form and legality

William E. Reischmann, Jr., Esq.
City Attorney



RFP-IT-19-21 - City Wide VoIP Phone System

Project Overview

Project Details	
Reference ID	RFP-IT-19-21
Project Name	City Wide VoIP Phone System
Project Owner	Kelly Downey
Project Type	RFP
Department	Procurement
Budget	\$0.00 - \$0.00
Project Description	This Request for Proposal is issued for the purpose of engaging a highly qualified company or individual(s) that can provide a city wide enterprise VoIP telecommunications system. This system will replace the current, locally installed, VoIP system and must be capable of meeting future needs.



Open Date	Dec 12, 2018 8:00 AM EST
Intent to Bid Due	Jan 24, 2019 2:00 PM EST
Close Date	Jan 24, 2019 2:00 PM EST

Awarded Suppliers	Reason	Score
Verteks Consulting		87.33 pts

Seal status

Requested Information	Unsealed on	Unsealed by
Proposal	Jan 24, 2019 2:02 PM EST	Kelly Downey
Forms 1, 2, 3, & 4	Jan 24, 2019 2:02 PM EST	Kelly Downey
Addendum # 1	Jan 24, 2019 2:02 PM EST	Kelly Downey
Addendum # 2	Jan 24, 2019 2:02 PM EST	Kelly Downey



Addendum # 3	Jan 24, 2019 2:02 PM EST	Kelly Downey
Addendum # 4	Jan 24, 2019 2:02 PM EST	Kelly Downey
Addendum # 5	Jan 24, 2019 2:02 PM EST	Kelly Downey
Addendum # 6	Jan 24, 2019 2:02 PM EST	Kelly Downey
Addendum # 7	Jan 24, 2019 2:02 PM EST	Kelly Downey

Conflict of Interest

Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: * has direct or indirect financial interest in the award of the contract to any proponent; * is currently employed by, or is a consultant to or under contract to a proponent; * is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, * has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.



Name	Date Signed	Has a Conflict of Interest?
Kelly Downey	Jan 24, 2019 2:03 PM EST	No
Mirnali Crimi	Jan 29, 2019 8:12 AM EST	No
Chuck Burkhart	Jan 24, 2019 3:14 PM EST	No
Mark Aiello	Feb 06, 2019 12:21 PM EST	No

Project Criteria

Criteria	Points	Description
Forms 1, 2, 3, & 4	Pass/Fail	Forms 1, 2, 3, & 4
Table of Contents	Pass/Fail	Table of Contents
Project Understanding and Proposal	25 pts	Project Understanding and Proposal (0 - 25 points)
Experience with Similar Projects	20 pts	Experience with Similar Projects, Technical Capability, and Qualifications (0 - 20 points)



Project Innovation	15 pts	Project Innovation (0 - 15 points)
Project Team	25 pts	Project Team (0 - 25 points)
Proposal Cost/Price	15 pts	Proposal Cost/Price (0 - 15 points)
Addenda	Pass/Fail	Addendum's 1 - 7
Total	100 pts	

Scoring Summary

Active Submissions

	Total	Forms 1, 2, 3, & 4	Table of Contents	Project Understanding and Proposal	Experience with Similar Projects
Supplier	/ 100 pts	Pass/Fail	Pass/Fail	/ 25 pts	/ 20 pts
Verteks Consulting	87.33 pts	Pass	Pass	22.33 pts	20 pts



	Total	Forms 1, 2, 3, & 4	Table of Contents	Project Understanding and Proposal	Experience with Similar Projects
Supplier	/ 100 pts	Pass/Fail	Pass/Fail	/ 25 pts	/ 20 pts
Converged Networks	86.67 pts	Pass	Pass	21.33 pts	18 pts
Powernet (dba Maxis360)	81.67 pts	Pass	Pass	21.67 pts	20 pts
Centurylink	79.33 pts	Pass	Pass	19 pts	18 pts
Vertical Communications	79 pts	Pass	Pass	19.33 pts	16.67 pts
Ambit Solutions	78 pts	Pass	Pass	20 pts	19.33 pts
Encore Technology Group	70 pts	Pass	Pass	15 pts	11.67 pts
SRMS Network Technologies	67 pts	Pass	Pass	16.67 pts	13.33 pts
Virtual Business Management	32.67 pts	Pass	Pass	5 pts	11.67 pts



	Total	Forms 1, 2, 3, & 4	Table of Contents	Project Understanding and Proposal	Experience with Similar Projects
Supplier	/ 100 pts	Pass/Fail	Pass/Fail	/ 25 pts	/ 20 pts
Solutions					
Windstream	18.33 pts	Fail	Pass	3.333 pts	5 pts
REAL Mobile, Inc.	17.67 pts	Pass	Pass	6.667 pts	3.333 pts
ITsavvy LLC	8.667 pts	Fail	Pass	1.667 pts	2.667 pts
Cytranet	4.333 pts	Pass	Fail	0 pts	3.333 pts

	Project Innovation	Project Team	Proposal Cost/Price	Addenda
Supplier	/ 15 pts	/ 25 pts	/ 15 pts	Pass/Fail
Verteks Consulting	15 pts	21.33 pts	8.667 pts	Pass
Converged Networks	13 pts	21 pts	13.33 pts	Pass



	Project Innovation	Project Team	Proposal Cost/Price	Addenda
Supplier	/ 15 pts	/ 25 pts	/ 15 pts	Pass/Fail
Powernet (dba Maxis360)	13.33 pts	19.67 pts	7 pts	Pass
Centurylink	14.33 pts	21.67 pts	6.333 pts	Pass
Vertical Communications	11 pts	20 pts	12 pts	Pass
Ambit Solutions	10.33 pts	13.33 pts	15 pts	Pass
Encore Technology Group	9.333 pts	19.33 pts	14.67 pts	Pass
SRMS Network Technologies	13 pts	20 pts	4 pts	Pass
Virtual Business Management Solutions	9.667 pts	1.667 pts	4.667 pts	Pass
Windstream	3 pts	4 pts	3 pts	Pass



	Project Innovation	Project Team	Proposal Cost/Price	Addenda
Supplier	/ 15 pts	/ 25 pts	/ 15 pts	Pass/Fail
REAL Mobile, Inc.	3.333 pts	1.667 pts	2.667 pts	Fail
ITsavvy LLC	1.667 pts	1 pts	1.667 pts	Pass
Cytranet	0 pts	0 pts	1 pts	Fail



Administrative Services & Economic Development
Central Services Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

NOTICE OF INTENT TO AWARD

Project: City Wide VoIP Phone System - RFP-IT-19-21

Date: 2/27/2019

Appeal Deadline: Appeals must be Filed by 5:00 PM on 3/4/2019

Firm	Points
Verteks Consulting Ocala, FL	87.33
Converged Networks Charleston, SC	86.67
Powernet (dba Maxis360) Altamonte Springs, FL	81.67
Centurylink Jacksonville, FL	79.33
Vertical Communications Rosewell, GA	79
Ambit Solutions Hoover, AL	78
Encore Technology Group Greenville, SC	70
SRMS Network Technologies King of Prussia, PA	67
Virtual Business Management Tampa, FL	32.67
Windstream Tampa, FL	Non Responsive
REAL Mobile, Inc. North Lauderdale, FL	Non Responsive
ITsavvy LLC Addison, IL	Non Responsive



city of PALM COAST

Administrative Services & Economic Development
Central Services Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

Cytranet Mobile, AL	Non Responsive
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The intent of the City of Palm Coast is to award City Wide VoIP Phone System to Verteks Consulting.

Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.

A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfalgout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.



City of Palm Coast, Florida

Agenda Item

Agenda Date: 04/16/2019

Department Item Key	CITY CLERK	Amount Account
Subject	RESOLUTION 2019-XX AUTHORIZING THE CITY MANAGER TO EXECUTE THE EAST FLAGLER MOSQUITO CONTROL DISTRICT LOW LEVEL FLIGHTS AUTHORIZATION	
Background : <u>UPDATE FROM THE APRIL 9, 2019 WORKSHOP</u> This item was heard by City Council at their April 9, 2019 workshop. There were no changes suggested to this item.		
<u>ORIGINAL BACKGROUND FROM THE APRIL 9, 2019 WORKSHOP</u> Each year, the East Flagler Mosquito Control District (EFMCD) requests authorization to fly over congested areas in compliance with Federal Aviation Administration requirements. The Citizens of the City of Palm Coast pay for mosquito control services through property taxes, with a portion of this payment covering aerial operations. To provide the service in a timely fashion, without contacting each local government prior to each operation, the EFMCD requires a signed authorization that is in effect for one year. This authorization has become a formality over the years. The authorization permits the district to perform low-level flights (500 feet) for mosquito control. The primary use for the aircraft is the control of developing mosquitos away from congested areas in and around wetlands. The EFMCD does not apply control materials over congested areas unless the need arises. The EFMCD, consulting with health officials, is solely responsible for determining need, which is driven by an extraordinary nuisance or an impending health threat. The requested authorization allows the EFMCD to take the necessary action when the need is officially determined. Public Notice will be published monthly, beginning in March, and ending in October, to provide ongoing public awareness about aerial spray operations and contact information.		
Recommended Action : Adopt Resolution 2019-XX authorizing the City Manager to execute the East Flagler Mosquito Control District Low Level Flights Authorization.		

RESOLUTION 2019-____
MOSQUITO CONTROL FLYOVER SPRAYING

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, RECOGNIZES THE EAST FLAGLER MOSQUITO CONTROL SERVICE DISTRICT, IN THE EXERCISE OF ITS PUBLIC HEALTH AND SAFETY RESPONSIBILITIES, TO FLY AT LOW LEVELS (500 FEET) OVER CONGESTED AREAS IN CONNECTION WITH ITS OPERATION; AUTHORIZING THE CITY MANAGER TO EXECUTE THIS AUTHORIZATION; PROVIDING FOR SEVERABILITY, PROVIDING FOR CONFLICTS, PROVIDING FOR IMPLEMENTING ACTIONS, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the East Flagler Mosquito Control Service District provides mosquito control for the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast understands the importance of mosquito control; and

WHEREAS, the City Council of the City of Palm Coast desires to continue with the services of East Flagler Mosquito Control Service District for the above referenced services.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA:

SECTION 1. APPROVAL OF FLYOVER SPRAYING. The City Council hereby approves the terms and conditions for flyover spraying in congested areas within the City of Palm Coast with East Flagler Mosquito Control Service District as attached hereto and incorporated herein by reference as Exhibit "A."

SECTION 2. AUTHORIZATION TO EXECUTE. The City Manager or designee is hereby authorized to execute the Authorization Form as depicted in Exhibit "A."

SECTION 3. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 16th day of April 2019.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit A - Authorization Form - East Flagler Mosquito Control

Approved as to form and legality:

William E. Reischmann, Jr.
City Attorney

Authorization

This authorization recognizes that the East Flagler Mosquito Control District, in the exercise of its public health and safety responsibilities, may fly at low levels (500 feet) over congested areas in connection with its operations. This authorization extends from April 16, 2019 through April 16, 2020.

Signature

Date

Print / Type Name

Title

Name of Local Government

Return to:

**East Flagler Mosquito Control District
210 Airport Executive DR
Palm Coast, FL 32164**

Please return no later than April 13, 2019.

City of Palm Coast, Florida

Agenda Item

Agenda Date : 04/16/2019

Department	Public Works	Amount	\$140,700.00
Item Key	6267	Account #	43000099-063000-66008

Subject RESOLUTION 2019-XX APPROVING A MASTER SERVICES AGREEMENT WITH LAKE JEM FARMS FOR SOD MATERIALS AND SOD INSTALLATION FOR THE INDIAN TRAIL SPORTS COMPLEX

Background :
UPDATE FROM THE APRIL 9, 2019 WORKSHOP
This item was heard by City Council at their April 9, 2019 workshop. There were no changes suggested to this item. A new source of funds follows to include the \$40,000 breakdown for additional expenses such as irrigation materials, drainage and stormwater improvements as well as miscellaneous construction expenses. This amount was included in the total amount (shown above) staff was requesting City Council to approve however it was missing from the source of funds worksheet.

SOURCE OF FUNDS WORKSHEET FY 2019

CAPITAL PROJECTS FUND 43000099-063000-66008	\$925,000.00
Total Expenses/Encumbered to date	\$230,117.39
Pending Work Orders/Contracts	\$100,700.00
Materials and Miscellaneous purchases	<u>\$ 40,000.00</u>
Balance	\$554,182.61

ORIGINAL BACKGROUND FROM THE APRIL 9, 2019 WORKSHOP
The City has included funding in the current fiscal year Capital Improvement Budget to complete field improvements for multi-use sports fields 1 & 2 at Indian Trails Sports Complex (ITSC). The ITSC complex is an existing facility located at 5455 Belle Terre Parkway and is a host site of local, regional and state lacrosse, soccer and other tournaments. The complex is also home for local recreational and competitive teams. The original complex was completed in 2005 and due to the usage and age the sod needs to be replaced. During the sod replacement, an additional underdrainage system will be added to alleviate drainage issues, allow for quicker return of field playability, and minimize damage to sod.

City staff has completed the design in-house and will complete most of the work using City staff. The City staff work will include removal of existing sod, installation of the underdrain system, modification of the irrigation system as necessary, and preparation of the area for the placement of new sod. Installation of the new sod will not be completed by City Staff.

In 2018, City Council approved a contract with Strickland Sod for sod materials and installation on an as-needed basis. However, Strickland cannot get the volume of sod required for this project. Therefore, City staff had to advertise and solicit bids for the purchase and placement of celebration sod for this project. Lake Jem Farms was the only bid received.

City staff recommends that the City Council approve a master services agreement with Lake Jem Farms of Tavares, FL. The notice of intent to award and project bid overview are attached

to this agenda item.

The contract amount for these services is \$100,700. Fiscal Year 2019 includes \$140,700.00 within the Capital Improvement Budget to be distributed as follows: \$100,700.00 for the purchase of sod materials and sod installation, \$40,000.00 for additional expenses such as irrigation materials, drainage and stormwater improvements as well as miscellaneous construction expenses.

SOURCE OF FUNDS WORKSHEET FY 2019

CAPITAL PROJECTS FUND 43000099-063000-66008	\$925,000.00
Total Expenses/Encumbered to date	\$230,117.39
Pending Work Orders/Contracts	<u>\$100,700.00</u>
Balance	\$594,182.61

Recommended Action :

Adopt Resolution 2019-XX approving a master services agreement with Lake Jem Farms for sod materials and sod installation for the Indian Trail Sports Complex.

RESOLUTION 2019-____
LAKE JEM FARMS, INC.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING A MASTER SERVICES AGREEMENT WITH LAKE JEM FARMS, INC., FOR THE INSTALLATION OF CELEBRATION SOD FOR THE INDIAN TRAILS SPORTS COMPLEX IMPROVEMENTS TO FIELDS 1&2; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID AGREEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Lake Jem Farms desires to provide celebration sod to the City of Palm Coast for improvements to Indian Trails Sports Complex Fields 1&2;

WHEREAS, the City Council of the City of Palm Coast desires to enter into a master services agreement with Lake Jem Farms for the above referenced item.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. APPROVAL OF MASTER SERVICES AGREEMENT. The City Council of the City of Palm Coast hereby approves the terms and conditions of the master services agreement with Lake Jem Farms, which is attached hereto and incorporated herein by reference as Exhibit “A.”

SECTION 2. AUTHORIZATION TO EXECUTE. The City Manager, or designee, is hereby authorized to execute the necessary documents.

SECTION 3. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable, and if any phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

SECTION 5. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 16th day of April 2019.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit A – Master services agreement with Strickland Sod Farm Inc. for sod materials and sod installation

Approved as to form and legality

William E. Reischmann, Jr., Esq.
City Attorney



ITB-PW-19-46 - Invitation to Bid (ITB) for Celebration Sod (265,000 square feet) installed on ITSC fields 1 & 2

Project Overview

Project Details	
Reference ID	ITB-PW-19-46
Project Name	Invitation to Bid (ITB) for Celebration Sod (265,000 square feet) installed on ITSC fields 1 & 2
Project Owner	Jesse Scott
Project Type	ITB
Department	Procurement
Current Spend	\$106000.00
Target Savings	5%
Budget	\$0.00 - \$0.00
Project Description	This Invitation to Bid is issued for the purpose of soliciting proposals from qualified vendors to provide celebration rolled sod and Installed for fields 1 & 2 at ITSC.
Open Date	Mar 06, 2019 8:00 AM EST
Intent to Bid Due	Mar 21, 2019 1:00 PM EDT
Close Date	Mar 21, 2019 2:00 PM EDT



Awarded Suppliers	Reason	Score
Lake Jem Farms		100 pts

Seal status

Requested Information	Unsealed on	Unsealed by
Required Forms (Price Schedule, References, Forms 1 - 4)	Mar 21, 2019 2:08 PM EDT	Jesse Scott

Conflict of Interest

Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: * has direct or indirect financial interest in the award of the contract to any proponent; * is currently employed by, or is a consultant to or under contract to a proponent; * is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, * has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
Fred Vitagliano	Mar 21, 2019 2:27 PM EDT	No
Arthur Strojny	Mar 21, 2019 2:48 PM EDT	No
Jesse Scott	Mar 21, 2019 2:11 PM EDT	No



Dennis Redican Jr	Mar 21, 2019 3:02 PM EDT	No
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Opportunity Intent to Bid

Count: 3 of 3

Name	Vendors	Intent to Bid	Date Signed	Reason
Angie Strickland	Strickland Sod Farm, Inc.	Yes	Mar 06, 2019 12:24 PM EST	
Michelle Garretson	Lake Jem Farms	Yes	Mar 08, 2019 4:38 PM EST	
Johnathan Roberson	Johnathan S Roberson Tree Service LLC	Yes	Mar 19, 2019 8:39 PM EDT	



Project Criteria

Criteria	Points	Description
Required Forms	Pass/Fail	Completed as Requested
Price Schedule	100 pts	Admin review and logged total price
Required forms and Price schedule	Pass/Fail	Completed as requested and price seems reasonable
Total	100 pts	



Scoring Summary

Active Submissions

	Total	Required Forms	Price Schedule	Required forms and Price schedule
Supplier	/ 100 pts	Pass/Fail	/ 100 pts	Pass/Fail
Lake Jem Farms	100 pts	Pass	100 pts (\$100,700.00)	Pass



Administrative Services & Economic Development
Central Services Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

NOTICE OF INTENT TO AWARD

Project: ITB-PW-19-46 - Invitation to Bid (ITB) for Celebration Sod (265,000 Square feet) installed on ITSC Fields 1 & 2.

Date: 3/22/2019

Appeal Deadline: Appeals must be filed by 5:00 PM on 3/26/2019

Firm	Bid
Lake Jem Farms. Tavares, FL	\$100,700.00

The intent of the City of Palm Coast is to award ITB-PW-19-46 to Lake Jem Farms.

Cc: Contract Coordinator, Project Manager, ASSED Director, Department Director

Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.

A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfaigout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.

City of Palm Coast, Florida

Agenda Item

Agenda Date: 04/16/2019

Department	PUBLIC WORKS	Amount	\$45,000.00
Item Key	6244	Account	
Subject	RESOLUTION 2019-XX APPROVING ONE-YEAR PRICE AGREEMENTS WITH ENVIRONMENTAL LAND SERVICES (ELS) AND LCD OF FLAGLER INC. FOR DEBRIS DISPOSAL SERVICES		
Background : <u>UPDATE FROM THE APRIL 9, 2019 WORKSHOP</u> This item was heard by City Council at their April 9, 2019 workshop. There were no changes suggested to this item. Staff has provided a price per ton comparison chart from 2017 to present, which is attached to this item. <u>ORIGINAL BACKGROUND FROM THE APRIL 9, 2019 WORKSHOP</u> The Public Works Department is responsible for maintaining City property and rights-of-way, and needs to lawfully dispose of debris generated from these maintenance activities on an as-needed basis. City staff advertised and solicited bids for debris disposal in accordance with the City's Purchasing Policy. City staff recommends that the City Council approve one-year price agreements with Environmental Land Services (ELS) and LCD of Flagler Inc. The notice of intent to award and project bid overview are attached to this agenda item. Since these are price agreements, City staff will use on an as-needed basis using budgeted funds appropriated by City Council. The Fiscal Year 2019 budget includes \$45,000.00 within several public works divisions.			
Recommended Action : Adopt Resolution 2018-XX approving one-year price agreements with Environmental Land Services (ELS) and LCD of Flagler Inc., for debris disposal services.			

RESOLUTION 2019-____
DEBRIS DISPOSAL SERVICES

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING THE PRICE AGREEMENT WITH ENVIRONMENTAL LAND SERVICES (ELS) AND LCD OF FLAGLER INC., FOR DEBRIS DISPOSAL SERVICES; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID AGREEMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Environmental Land Services of Flagler County, Inc. (ELS) and LCD of Flagler Inc., (LCD) have expressed a desire to provide debris disposal services to the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast desires to enter into a price agreement with ELS and LCD for the above referenced items.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. APPROVAL OF PRICE AGREEMENTS. The City Council of the City of Palm Coast hereby approves the terms and conditions of the price agreements with ELS and LCD which is attached hereto and incorporated herein by reference as Exhibit "A."

SECTION 2. AUTHORIZATION TO EXECUTE. The City Manager, or designee, is hereby authorized to execute the necessary documents.

SECTION 3. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable, and if any phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

SECTION 5. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 16th day of April 2019.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit "A" – Price agreement with Environmental Land Services (ELS) and LCD of Flagler Inc.,for Debris Disposal Services

Approved as to form and legality

William E. Reischmann, Jr., Esq.
City Attorney



RFQ-PW-19-39 - Debris Disposal Services

Project Overview

Project Details	
Reference ID	RFQ-PW-19-39
Project Name	Debris Disposal Services
Project Owner	Kelly Downey
Project Type	RFQ
Department	Procurement
Budget	\$0.00 - \$0.00
Project Description	This Request for Quote (RFQ) is issued for the purpose of establishing a one-year contract with a vendor(s) for Debris Disposal Services to lawfully dispose of debris from public property and public rights-of-way. The City of Palm Coast is soliciting quotes on behalf of the Public Works Department.
Open Date	Feb 13, 2019 10:30 AM EST
Intent to Bid Due	Mar 13, 2019 2:00 PM EDT
Close Date	Mar 13, 2019 2:00 PM EDT

Awarded Suppliers	Reason	Score
LCD of Flagler, Inc.		100 pts
Environmental Land Services, Inc		13.46 pts



Seal status

Requested Information	Unsealed on	Unsealed by
Price Schedule	Mar 13, 2019 2:00 PM EDT	Kelly Downey
References, Forms 1, 2, 3 & 4	Mar 13, 2019 2:00 PM EDT	Kelly Downey

Conflict of Interest

Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: * has direct or indirect financial interest in the award of the contract to any proponent; * is currently employed by, or is a consultant to or under contract to a proponent; * is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, * has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
Kelly Downey	Mar 13, 2019 2:01 PM EDT	No
Arthur Strojny	Mar 13, 2019 2:24 PM EDT	No
andy hyatt	Mar 13, 2019 3:02 PM EDT	No
CJ Johnston	Mar 13, 2019 2:12 PM EDT	No



Project Criteria

Criteria	Points	Description
References, Forms 1, 2, & 3	Pass/Fail	References, Forms 1, 2, & 3
Pricing	100 pts	Price Schedule
Technical Review	Pass/Fail	Technical Review
Total	100 pts	

Scoring Summary

Active Submissions

	Total	References, Forms 1, 2, & 3	Pricing	Technical Review
Supplier	/ 100 pts	Pass/Fail	/ 100 pts	Pass/Fail
LCD of Flagler, Inc.	100 pts	Pass	100 pts (\$7)	Pass
Environmental Land Services, Inc	13.46 pts	Pass	13.46 pts (\$52)	Pass



Administrative Services & Economic Development
Central Services Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

NOTICE OF INTENT TO AWARD

Project: RFQ-PW-19-39 - Debris Disposal Services

Date: 3/18/2019

Appeal Deadline: Appeals must be filed by 5:00 PM on 3/21/2019

Firm	Debris Type	Bid
LCD of Flagler Bunnell, FL	Vegetative Waste	\$7.00 per Cubic Yard
	Construction & Demolition (C & D)	N/A
	Clean Concrete	\$0.00
	Pressure Treated Wood	N/A
	Misc. Non-Hazardous Debris	N/A
Environmental Land Services Bunnell, FL	Vegetative Waste	\$52.00 per ton
	Construction & Demolition (C & D)	\$52.00 per ton
	Clean Concrete	\$0.00
	Pressure Treated Wood	\$52.00 per ton
	Misc. Non-Hazardous Debris	\$52.00 per ton



city of PALM COAST

Administrative Services & Economic Development
Central Services Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

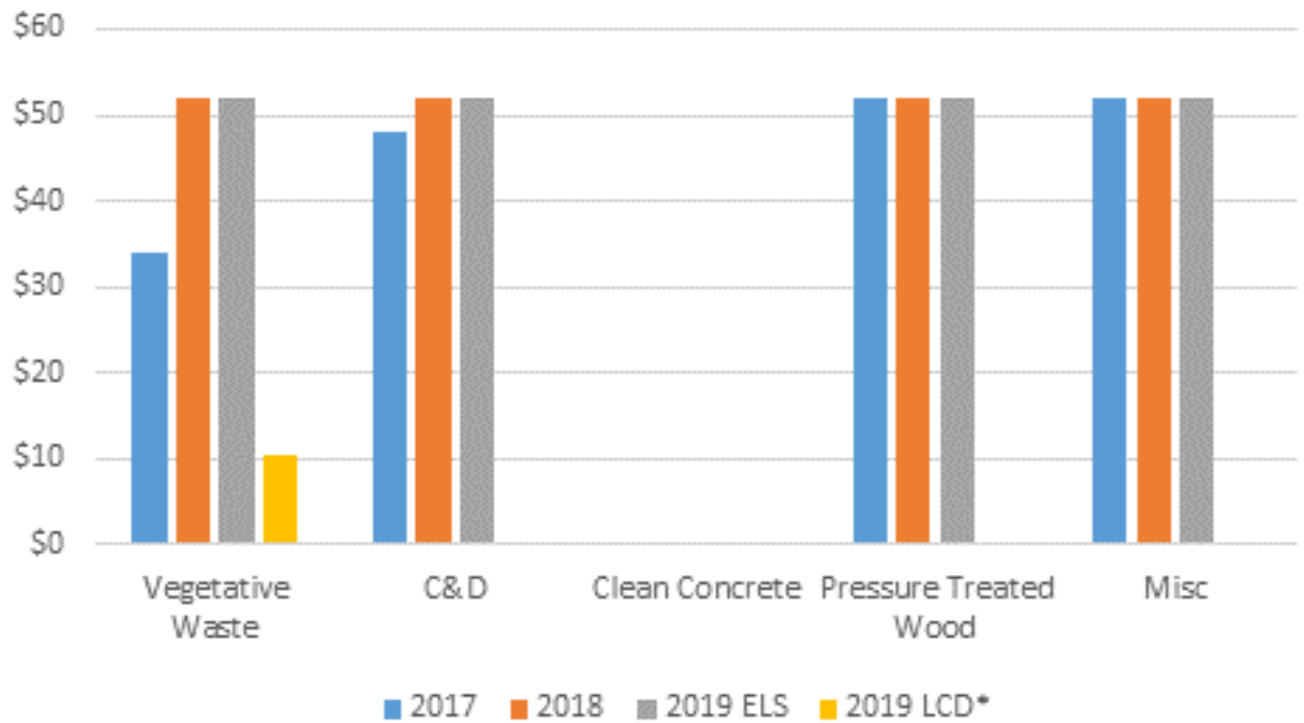
The intent of the City of Palm Coast is to award RFQ-PW-19-39 to LCD of Flagler and Environmental Land Services.

Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.

A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfaigout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.



Price Per Ton Comparison



* \$7/CY Conversion to per/ton Estimate

City of Palm Coast, Florida Agenda Item

Agenda Date :04/16/2019

Department	CITY CLERK	Amount
Item Key		Account
Subject	CALENDAR/WORKSHEET	
Background :		
Recommended Action :		



Meeting Calendar for 4/16/2019 through 5/31/2019

4/16/2019 9:00 AM

City Council
City Hall

4/17/2019 5:30 PM

Planning & Land Development Regulation Board
City Hall

4/25/2019 5:00 PM

Beautification and Environmental Advisory Committee
City Hall

4/30/2019 9:00 AM

City Council Workshop
City Hall

5/1/2019 10:00 AM

Code Enforcement Board
City Hall

5/7/2019 6:00 PM

City Council
City Hall

5/8/2019 5:00 PM

Leisure Services Advisory Committee
Palm Coast Community Center

5/10/2019 8:30 AM

Volunteer Firefighters' Pension Board
Fire Station #25



Meeting Calendar for 4/16/2019 through 5/31/2019

5/14/2019 9:00 AM

City Council Workshop
City Hall

5/15/2019 5:30 PM

Planning & Land Development Regulation Board
City Hall

5/21/2019 9:00 AM

City Council
City Hall

5/23/2019 5:00 PM

Beautification and Environmental Advisory Committee
City Hall

5/28/2019 9:00 AM

City Council Workshop
City Hall

#	File #	Item	Title	Staff
			Workshop 04/23/2019-SPECIAL TRAINING 9-2	
			Ethics/Sunshine and Public Records Training	Reischmann/Smith
			Workshop 04/30/2019	
1		Resolution	Water and Wastewater Emergency Construction Services	Adams/Ashburn
2		Resolution	Replacement of Public Water Supply Well SW-32	Adams/Roussell
3		Resolution	IT Proposed Budget Amendment	Alves/Williams
4		Presentation	Year to Date Budget Review	Alves/Williams
5		Resolution	WO WWTP Blair Castle Dr forcemain design project	Blake/Kronenberg
6		Resolution	WWTP 1 Headworks and Aeration design Project	Blake/Kronenberg
7		Presentation	RFS FiberNet Public/Private partnership	Burkhart
8		Resolution	Salesforce licensing	Burkhart
9		Resolution	PW Temporary Improvements	Cote
10		Resolution	Florida Park Drive Work Order	Cote
11		Ordinance	Grand Landings Annexation	Papa
			Business 05/7/2019	
1		Resolution	Water and Wastewater Emergency Construction Services	Adams/Ashburn
2		Resolution	Replacement of Public Water Supply Well SW-32	Adams/Roussell
3		Resolution	WO WWTP Blair Castle Dr forcemain design project	Blake/Kronenberg
4		Resolution	WWTP 1 Headworks and Aeration Project	Blake/Kronenberg
5		Resolution	PW Temporary Improvements	Cote
6		Resolution	Florida Park Drive Work Order	Cote
7		Resolution	American Village Final Plat	Hoover
8		Ordinance 1st	Matanzas Woods Retail Center – FLUM	Hoover
9		Ordinance 1st	Matanzas Woods Retail Center – Rezoning	Hoover
10		Proclamation	Kids to Park Day	Lane
11		Proclamation	National Water Safety Month	Lane
12		Ordinance 2nd	Lighthouse Harbor FLUM	Papa
13		Ordinance 2nd	Lighthouse Harbor Rezoning	Papa
14		Ordinance	Grand Landings Annexation	Papa
15		Ordinance 1st	Craig Flagler Palms – Rezoning	Papa
16		Proclamation	Employee Appreciation Month	Smith
17		Appointment	Appoint to Code Enforcement Board	Smith
			Workshop 5/14/2019	

1	Presentation	Fund Accounting and Long Term Planning	Alves/Williams
2	Ordinance	Animal Control amendment	Grossman
		Business 05/21/2019	
1	Ordinance	Animal Control amendment	Grossman
2	Ordinance 2nd	Matanzas Woods Retail Center – FLUM	Hoover
3	Ordinance 2nd	Matanzas Woods Retail Center – Rezoning	Hoover
4	Ordinance 2nd	Annexation Grand Landings	Papa
5	Ordinance 1st	FLUM Grand Landings	Papa
6	Ordinance 1st	Rezoning Grand Landings	Papa
7	Ordinance 2nd	Craig Flagler Palms – Rezoning	Papa
		Future	
1	Resolution	IA Supplemental - OKR S	Adams/Flanagan
2	Resolution	Annual Fire Inspection Fees	Alves
3	Presentation	Budget-Property Tax and Other Revenue- 6/25	Alves/Williams
4	Presentation	Proposed General Fund and TRIM Rate 7/9	Alves/Williams
5	Resolution	Proposed Millage Rate 7/16	Alves/Williams
6	Presentation	Proposed Utility, Stormwater, IT & Bldg Funds 7/30	Alves/Williams
7	Presenation	5 yr CIP 8/13	Alves/Williams
8	Presentation	Proposed Budget for all remaining funds 8/13	Alves/Willaims
9	Presentation	Proposed Budget-all funds 8/27	Alves/Williams
11	Resolution	SAP adoption	Bevan
10	Presentation	SAP Evaluation 2	Bevan
12	Presentation	SAP Evaluation 3	Bevan
13	Resolution	Permit compliance with NECGA (MOU and Conservation easement)	Bevan
14	Presentation	Council Priority Update 7/9	Bevan
15	Presentation	October 15 Council Priority Update Presentation	Bevan
16	Resolution	FEMA Generators	Blake/Kronenberg
17	Resolution	Pine Lakes Pkwy Forcemain and Lift Station Improvements	Blake/Kronenberg
18	Resolution	Equip 3 Wells and Raw Water Main, PH 3	Blake/Kronenberg