

CITY OF PALM COAST
COUNCIL BUSINESS MEETING
CITY HALL
160 LAKE AVENUE
PALM COAST, FL 32164
TUESDAY, MARCH 3, 2020
6:00 P.M.

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

AMENDED AGENDA

City Staff

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

Public Participation shall be in accordance with Section 286.0114 Florida Statutes.

Other matters of concern may be discussed as determined by City Council.

If you wish to obtain more information regarding the City Council's agenda, please contact the City Clerk's Office at 386-986-3713.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.

City Council Meetings are streamed live on YouTube

All pagers and cell phones are to remain OFF while City Council is in session.

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 on a 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 FOR
FEBRUARY 18, 2020 BUSINESS MEETING

F. PROCLAMATIONS/PRESENTATIONS

2. PROCLAMATION – EQUAL PAY DAY
3. PRESENTATION – APPRECIATION FOR VOLUNTEERS WHO SERVED THE CITY
OF PALM COAST DURING THE PALM COAST OPEN
4. PRESENTATION COASTAL CLOUD

G. ORDINANCES FIRST READ

5. ORDINANCE 2020-XX ESTABLISHING A TEMPORARY MORATORIUM ON
REVIEW AND CONSIDERATION OF APPLICATIONS FOR APPROVAL OF SMALL
BOX STORES

H. RESOLUTIONS

6. RESOLUTION 2020-XX APPROVING PIGGYBACKING THE NATIONAL IPA
CONTRACT WITH CATERPILLAR FOR THE PURCHASING OF HEAVY
EQUIPMENT PARTS AND SERVICES FOR CITYWIDE FLEET
7. RESOLUTION 2020-XX APPROVING PIGGYBACKING OF OMNIA PARTNERS
CONTRACT WITH AUTOZONE PARTS, INC., FOR THE PURCHASEING OF AUTO
PARTS AND SUPPLIES FOR CITY FLEET

I. OTHER BUSINESS

8. PRESENTATION OF CERTIFICATES TO THE GRADUATING STUDENTS OF THE CITY OF PALM COAST'S 48TH CLASS OF THE CITIZENS' ACADEMY CLASS

J. PUBLIC PARTICIPATION

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

9. UPDATES ON THE COVID-19 VIRUS

N. ADJOURNMENT

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
CITY CLERK

SUBJECT
MINUTES OF THE CITY COUNCIL:
FEBRUARY 18, 2020 BUSINESS MEETING

RECOMMENDED ACTION
APPROVE THE MINUTES OF FEBRUARY 18, 2020

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
CITY CLERK

SUBJECT
PROCLAMATION:
EQUAL PAY DAY

BACKGROUND:
The American Association of University Women – Flagler County has requested the City proclaim March 31, 2020 as Equal Pay Day.

RECOMMENDED ACTION
APPROVE THE MINUTES OF FEBRUARY 18, 2020

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
PARKS AND RECREATION

SUBJECT

PRESENTATION:

APPRECIATION FOR VOLUNTEERS WHO SERVED THE CITY OF PALM COAST
DURING THE PALM COAST OPENEQUAL PAY DAY

BACKGROUND:

The City would like to recognize the following volunteers who served the City of Palm Coast during the Palm Coast Open.

Palm Coast Volunteers

Gary Anderson
Kathleen Bird
Dick Clauson
Terry Ferreira
Peg Kalush
Karol Kommer
Agnes Lightfoot
Jeanne Mager
Hank Marshall
Rich McGowan
Mary McGowan
Janice McIntyre
Dal Moore
Joy Nelson
Gail Neufeld
Deborah Nicklaus
Nataylia Sout
Ron Thornton
Jim Walls
Nikki White
Donna Wormser
Pam Zimmerman
Larry Zimmerman

Ball Persons
Aaron Lieberman
Aasi Bharucha
Brenda Wang

Ivan Rybak
Maxim Persiyanov
Jack Mikutel
Morgan Price
Tadevos Mirijanyan

RECOMMENDED ACTION
PRESENT VOLUNTEERS WITH A TOKEN OF APPRECIATION FROM THE CITY OF
PALM COAST.

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
CITY CLERK

SUBJECT
PRESENTATION:
COASTAL CLOUD

BACKGROUND:

RECOMMENDED ACTION:
FOR PRESENTATION ONLY

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
PLANNING

SUBJECT
ORDINANCE 2020-XX ESTABLISHING A TEMPORARY MORATORIUM ON
REVIEW AND CONSIDERATION OF APPLICATIONS FOR APPROVAL OF
SMALL BOX DISCOUNT STORES

BACKGROUND:

Planning and Land Development Regulation Board (PLDRB) Meeting
On February 19, 2020, the Planning and Land Development Regulation Board (PLDRB) held a public hearing and recommended by a 4-3 vote that City Council approve a moratorium on small box discount stores.

At the January 7, 2020 business meeting, City Council requested staff look into regulating small box stores in the City of Palm Coast. There have been numerous concerns from residents regarding the influx of small box stores. These uses may not be appropriate in all nonresidential zoning districts and may negatively impact the public health, safety and welfare.

These types of uses in other locations in Florida have been known to contribute to a lower food environment index and may contribute to other harmful secondary impacts on the surrounding properties. They may also contribute to so-called “food deserts” as defined by the Centers for Disease Control and Prevention (CDC). Although there is no standard definition, food deserts are generally considered to be “places where residents don’t have access to affordable nutritious foods like fruits, vegetables, and whole grains”.

At a City Council Special Business Meeting on January 14, 2020, the City Council passed Resolution # 2020-16, “legislation in progress” to inform the public of potential changes to the City of Palm Coast Land Development Code regarding regulation of small box discount stores.

The resolution established a 120 day period for the City to complete a study and adopt regulations as appropriate and necessary to regulate small box discount stores. This proposed ordinance establishes the 120-day moratorium on small box discount stores, which are defined for the purpose of the ordinance only, as:

A retail store that is 16,000 sq. ft. or less in size, which offers for sale a variety of convenience shopping goods and continuously offers the majority of the items in their inventory for sale at a price lower than traditional retail stores. Small box discount store

does not include a pharmacy, does not sell gasoline or diesel fuel, or specialty items and food items as a primary product (i.e., greeting cards, consignment, meats, seafood, cheese, or oils and vinegars).

Also included in the ordinance are the following:

The PLDRB shall review the need for amendments to the Comprehensive Plan and/or Land Development Code prior to the end of the moratorium.

One time extension of the moratorium for 30-days.

Exemptions for development of small box discount store which have a building permit and approved site plans, have submitted building permit applications before effective date of the proposed ordinance, or redevelopment/remodeling of existing store at less than fifty (50%) of its assessed value.

RECOMMENDED ACTION:

THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD RECOMMENDS BY A 4-3 VOTE THAT CITY COUNCIL APPROVE A MORATORIUM ON SMALL BOX DISCOUNT STORES.

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
PUBLIC WORKS FLEET DIVISION

AMOUNT: \$30,000.00
ACCOUNT: 65010071-052000 AND 65010071-046000

SUBJECT
RESOLUTION 2020-XX APPROVING PIGGYBACKING THE NATIONAL IPA
CONTRACT WITH CATERPILLAR FOR THE PURCHASING OF HEAVY EQUIPMENT
PARTS AND SERVICES FOR CITYWIDE FLEET

BACKGROUND:

The City of Palm Coast Public Works Fleet Division is responsible for the day to day operation and maintenance of citywide fleet. Staff is seeking approval to piggyback the National IPA Contract with Caterpillar Inc., for the purchase of heavy equipment parts and services.

This agreement will provide for the purchase of heavy equipment parts and services required for the day to day operation and maintenance of the citywide fleet. Staff is estimating an annual cost of \$30,000.00 for the purchase of heavy equipment parts and services on an as-needed basis. We have utilized this agreement in the past and this renewal will allow us to continue a proven relationship based on competitive pricing and a high level of customer service. City staff will purchase under this contract using budgeted funds approved by City Council. This fiscal year, the City will expend approximately \$30,000.

National IPA is a cooperative purchasing organization that reduces procurement costs by leveraging the volume of participating agencies nationwide. All National IPA agreements are competitively solicited, publicly awarded, and administered by a public agency/governmental entity. By using the national cooperative contract awarded to Caterpillar, the department can immediately leverage the competitively awarded contract prices without the need to go out for a time-consuming formal bid, wait for the bids to come back and abstract the bids. Using the national cooperative, we can save a significant amount of time compared to the typically lengthy process while still leveraging the best value of a competitively awarded agreement.

This contract supports our City Council's goals to ensure that our high-value vehicle and equipment fleet is maintained in a safe and operable manner. The Public Works Department recommends approving this resolution for the continued support of this council priority.

RECOMMENDED ACTION:

ADOPT RESOLUTION 2020-XX APPROVING PIGGYBACKING OF NATIONAL IPA CONTRACT WITH CATERPILLAR FOR THE PURCHASING OF HEAVY EQUIPMENT PARTS AND SERVICES FOR CITYWIDE FLEET

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
STREETS AND DRAINAGE

SUBJECT

RESOLUTION 2020-XX APPROVING PIGGYBACKING OF OMNIA PARTNERS, PUBLIC SECTOR CONTRACT BID/REFERENCE# R170201 WITH AUTOZONE PARTS, INC., FOR THE PURCHASING OF AUTO PARTS AND SUPPLIES FOR THE CITY'S FLEET

BACKGROUND:

The City of Palm Coast Public Works Fleet Division is responsible for automotive parts and supplies for citywide fleet. Staff is seeking approval to piggyback the OMNIA Partners Public Sector Contract pricing with AutoZone Parts, Inc. for automotive parts and supplies.

This agreement will provide for the purchase of parts and supplies required for the day to day operation and maintenance of the City wide fleet. Staff is estimating an annual cost of \$30,000.00 for the purchase of parts and supplies on an as-needed basis. The use of this contract will allow us to take advantage of exclusive and competitive pricing and a high level of customer service and profitability. We have utilized this agreement in the past and this renewal will allow us to continue a proven relationship based on competitive pricing and a high level of customer service. City staff will purchase under this contract using budgeted funds approved by City Council. It is anticipated that the City will expend approximately \$30,000 +/-.

OMNIA Partners Public Sector contract is a cooperative purchasing organization that reduces procurement costs by leveraging the volume of participating agencies nationwide. U.S. Communities and National IPA, both wholly-owned subsidiaries have come together as OMNIA Partners, Public Sector. All OMNIA Partners agreements are competitively solicited, publicly awarded, and administered by a public agency/governmental entity. By using the national cooperative contract awarded to AutoZone, the department can immediately leverage the competitively awarded contract prices without the need to go out for a time-consuming formal bid, wait for the bids to come back and abstract the bids. Using the national cooperative, we can save a significant amount of time compared to the typically lengthy process while still leveraging the best value of a competitively awarded agreement.

This contract supports our City Council's goals to ensure that our high-value vehicle and equipment fleet is maintained in a safe and operable manner. The Public Works Department recommends approving this resolution for the continued support of this council priority.

RECOMMENDED ACTION:

ADOPT RESOLUTION 2020-XX APPROVING USE OF OMNIA PARTNERS PUBLIC SECTOR CONTRACT PRICING WITH AUTOZONE PARTS, INC. FOR THE PURCHASING OF AUTO PARTS AND SUPPLIES FOR THE CITYWIDE FLEET

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
CITY CLERK

SUBJECT

PRESENTATION OF CERTIFICATES TO THE GRADUATING STUDENTS OF THE
CITY OF PALM COAST'S 48TH CLASS OF THE CITIZENS' ACADEMY
CLASS

BACKGROUND:

The members of the 48th Citizens' Academy Class are graduating today. The Citizens' Academy was created to educate residents about the operation of our City government during the last five Monday evenings from 6:00 p.m. to 9:00 p.m., at which time, City Departments discussed operations relating to their department. In order to fully understand the function of each department, as it relates to the City, students were encouraged to ask questions during these sessions. Students are required to attend all classes in order to graduate and receive a certificate

RECOMMENDED ACTION:

PRESENT CERTIFICATES TO THE GRADUATING STUDENTS OF THE CITY OF
PALM COAST'S 48TH CITIZENS ACADEMY CLASS

CITY COUNCIL MEETING
MARCH 3, 2020
6:00 P.M.

DEPARTMENT
CITY CLERK

SUBJECT
UPDATES TO THE COVID -19 VIRUS

BACKGROUND:
Chief Forte and Captain Ascone will provide an update on the Covid-19 virus.

RECOMMENDED ACTION:
FOR PRESENTATION ONLY