

CITY OF PALM COAST
NOTICE OF VIRTUAL PUBLIC MEETING

Notice is hereby given that the City of Palm Coast will hold a virtual public meeting at 6 p.m. Tuesday, April 7, 2020. The virtual meeting agenda is shown below.

Due to the current threat of COVID-19, the City Council will not be meeting in person; rather, the meeting will be held via a virtual meeting. Pursuant to [Governor DeSantis' Executive Order Number 20-69](#), issued on March 20, 2020, "Local government bodies may utilize communications media technology (CMT), such as telephonic and video conferencing, as provided in Section 120.54(5)(b)2. Florida Statutes."

This meeting will be video and audio recorded, as usual. To view or listen to the meeting recording after the meeting, please visit the City's [website](#). The audio and video will be posted in accordance with City policy.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation for this proceeding should contact the City Clerk by Monday, April 20, 2020 by noon.

INSTRUCTIONS FOR LISTENING AND PROVIDING PUBLIC COMMENT:
April 21, 2020 CITY OF PALM COAST VIRTUAL COUNCIL MEETING

The April 21, 2020 City of Palm Coast virtual Council meeting will be an audio conference conducted electronically (or "virtually") via the ZOOM platform with the ability to dial in via telephone. The meeting will NOT be held in the Community Wing of City Hall.

Members of the public may listen and make comments during the public comment portion of the meeting by dialing:

386-223-1690

Once in the meeting, you will press *9 to raise your hand, you will be unmuted during public comments only.

Please be advised that public comment will only be permitted during the public comment portions of the agenda. All Council Policy and Procedures will remain in full force and effect during this public hearing.

Should you experience any difficulty connecting to the meeting, please call 386-986-2391. There will be technicians available to assist you. If you do not reach a technician, please leave a message and they will get back to you as soon as possible.

CITY OF PALM COAST
COUNCIL BUSINESS MEETING
VIRTUAL MEETING
PALM COAST, FL 32164
TUESDAY, APRIL 21, 2020
9:00 A.M.

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

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.

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. PRESENTATION
 - 1. DISCUSSION AND UPDATES ON COVID-19

E. 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.

F. MINUTES

2. MINUTES OF THE CITY COUNCIL FOR
APRIL 7, 2020 BUSINESS MEETING
APRIL 14, 2020 WORKSHOP MEETING

G. RESOLUTIONS

3. RESOLUTION 2020-XX APPROVING THE NECESSARY UPGRADES TO THE FIBERNET INFRASTRUCTURE PROJECT, INLCUDING MONTHLY SERVICE FEES FOR BANDWIDTH

H. CONSENT

4. RESOLUTION 2020-XX APPROVING A PIGGYBACK CONTRACT ALONG WITH AUTHORIZING THE USE OF BUDGETED CONTINGENCY FUNDS FOR THE PURCHASE OF EQUIPMENT/VEHICLES FOR THE ENHANCEMENT OF THE STORMWATER PROGRAM
5. RESOLUTION 2020-XX APPROVING PIGGYBACKING THE FLORIDA SHERIFFS ASSOCIATION CONTRACT WITH TRADEWINDS POWER CORP FOR THE PURCHASE OF A 200 KW GENERATOR PACKAGE
6. RESOLUTION 2020-XX APPROVING PIGGYBACKING THE OMNIA PARTNERS CONTRACT WITH LOWE'S HOME CENTERS, LLC FOR THE PURCHASE MATERIALS AND PRODUCTS FOR CITYWIDE USE
7. RESOLUTION 2020-XX APPROVING INTERLOCAL AGREEMENT WITH GRAND HAVEN CDD FOR CODE ENFORCEMENT SERVICES

8. RESOLUTION 2020-XX APPROVING A CONTRACT FOR ANIMAL SHELTER SERVICES WITH FLAGLER HUMANE SOCIETY, INC

9. RESOLUTION 2020-XX APPROVING MASTER SERVICE AGREEMENT WITH TRI-COUNTY BOBCAT FOR CITY-WIDE TREE SERVICES

10. RESOLUTION 2020-XX APPROVING A CONTINUING SERVICES CONTRACT FOR GRANT COMPLIANCE ASSISTANCE SERVICES

I. PUBLIC PARTICIPATION

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

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

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

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

M. ADJOURNMENT

ITEM SUMMARIES

RESOLUTION 2020-XX APPROVING THE NECESSARY UPGRADES TO THE FIBERNET INFRASTRUCTURE PROJECT, INCLUDING MONTHLY SERVICE FEES FOR INTERNET BANDWIDTH

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item. However, Council requested to be presented with a business plan at a future Council meeting.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

City Council's priority to encourage investment in the City's downtown and targeted areas will be assisted with this FiberNet Infrastructure project. The upgrades to the City's FiberNet infrastructure is crucial to attracting potential education partners to the Innovation District that aligns with the City's vision. Staff is continually evaluating our existing FiberNet program and service offerings. The upgrades being requested will expand opportunities in the Innovation District that could prove to be advantageous to the potential MedNex partners as well as the possibility in attracting more innovative businesses to the area.

Currently, the City's FiberNet program has been providing data services to the Flagler County Schools for more than 11 years. During that time, it has generated approximately \$186,000 in annual operational revenue. Until January 2019, these funds were utilized to support the City's internal IT operations. Under the new contract with the Flagler County Schools operation annual revenue will increase to approximately \$204,000. Staff is currently working with Flagler Schools to finalize the contract to be brought to Council for consideration.

The current equipment & infrastructure is well beyond its useful life and stopped receiving updates and support several years ago. The existing equipment is not capable of delivering the level of service requested by the Flagler County Schools in the recent Data Transmission Services RFP. The proposed Juniper enterprise grade routers and core switches will provide scalable high-speed Internet capacity and Security Firewalls that will provide protection for the City of Palm Coast infrastructure, Flagler County Schools and all downstream FiberNet customers. To receive the best pricing, the City of Palm Coast will be utilizing a negotiated contract between GSA and a select number of approved Juniper Networks distributors. The City of Palm Coast has been receiving (3) 1 GB connections for Internet Transit from Joytel Wireless Communications since April 30, 2015 in exchange for dark fiber utilization at (4) locations within city limits. To meet the increased need for the City of Palm Coast, Flagler County Schools and FiberNet, the team posted a Request for Quotation (RFQ) with the following requirements:

- Colo #1- (1) 10 GB IP Transit; (1) 10 GB IP Transport
- Colo #2 (1) 10 GB IP Transit; (1) 10 GB IP
- Transport GoRack JAX (peering)
- Carrier and Path diversity is required

The City received (3) quotes for the requested services. Our current local carrier, Joytel Wireless Communications was the lowest price at \$4,150 per month or \$49,800 per year. The funds needed to complete this project are available in the IT CIP and FiberNet as approved in the FY2020 budget, which includes but is not limited to infrastructure upgrades and monthly services fees for internet bandwidth. The annual budget amount for FY 2020 is \$245,000.00.

The cost distribution for this project is as follows: FiberNet \$93,745.95; IT Services CIP \$93,745.95. The new infrastructure and equipment will serve as a foundation for replacing the City's legacy and end of life equipment through a phased approach and provide an added layer of security.

RESOLUTION 2020-XX APPROVING A PIGGYBACK CONTRACT ALONG WITH AUTHORIZING THE USE OF BUDGETED CONTINGENCY FUNDS FOR THE PURCHASE OF EQUIPMENT/VEHICLES FOR THE ENHANCEMENT OF THE STORMWATER PROGRAM

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

During the budget process Council approved a loan in the amount of \$1,229,148 for the purchase of equipment for the Stormwater Division. A portion of the funds (\$153,000) was set aside in a contingency fund to be used for the creation of the Stormwater Ditch Spraying Program. The Stormwater department has since reprioritized their equipment and program needs and is requesting permission to re-appropriate budgeted contingency funds along with the additional cost savings funds (\$58,914.20) from previously purchased items. Staff identified the following reprioritized purchases: miscellaneous equipment attachments, wheel loader and message boards.

Authorizing these purchases provides support to Stormwater Department staff engaged in managing our Stormwater infrastructure through the following operations. These purchases support City Council's priority "1.2.1.8 Ensure that all infrastructure is a priority regarding maintenance and performance"

City staff recommends piggybacking the Sourcewell Contract #040319-CEC with Clark Equipment dba Bobcat Company for the purchase of a flail-mower attachment for our Bobcat E50 excavator, a flail-mower attachment for our Bobcat E85 excavator, and a stump-grinder attachment for our Bobcat T870 track loader. All three items will support our ditch maintenance/ditch projects crews as well as our two inmate work crews. Historically, this type of equipment had to be rented, which presents obstacles in both availability, operational condition, and ability to quickly repair. City Staff estimates that the City will expend approximately \$23,660.74 for the equipment attachments.

City staff is recommending piggybacking the Florida Sheriff's Association Contract (Bid#FSA18-VEH16.0 Specification #33, 3.0 CU. Yd. Wheel Loader with Options). The City estimates it will expend approximately \$156,582 under this piggyback contract. Currently, the department does not have a wheel loader in its' fleet; in the past, staff relied on the Public Works department to provide this piece of equipment since the department was operating out of the same facility. In addition, our enhanced Stormwater plan increased the number of projects to be performed in house and additional staff was added to the department.

A wheel loader is essential to the functions of Stormwater & Engineering department including: Loading aggregate, dirt, and debris into their dump trucks to be used on swale, pipe, and ditch projects.

Loading swale dirt into the screener for processing.

Providing a forklift for the Stormwater facility to load and unload palliated material.

As front-line hurricane response equipment to clear City roadways of vegetation and debris.

Staff is requesting approval to piggyback off of the Florida Sheriffs Association contract (Bid #FSA-19-VEH-17.0 Heavy trucks & Equipment) to purchase (2) Ver-Mac Message boards. City staff estimates that they will expend approximately \$30,744.68 for the purchase of these signs.

Currently our department does not have message boards in our fleet and we are finding that the message boards we could borrow from other departments are often being utilized for other purposes including special events, traffic control studies, speed control studies, MOT for Public Works field staff, and other public notification purposes.

These message boards will satisfy the current needs including:

- (1) Informing our residents and the public about ongoing Stormwater improvement projects that may affect traffic flow on our City streets.
- (2) Providing MOT support to our Stormwater maintenance crews as required by FDOT. Staff has obtained quotes for the wheel loader and message boards-pricing comparison is as follows:

Wheel loader: List price is \$228,492; SourceWell contract price is \$173,654; FL Sheriff's price is \$156,582; no additional bids for this particular wheel loader were received from solicitation by the City. Piggybacking the FL Sheriff contract represents a cost savings of \$71,910 when compared to list price and a cost savings of \$17,072 when compared to the Sourcewell contract.

Message Boards: List price is \$15,833.51 each (3% over FL Sheriff contract price); FL Sheriff Contract price is \$15,372.34 each; one additional bid was received from AATC for \$16,445.00 each. Piggybacking the FL Sheriff contract represents a cost savings of \$451.17 each when compared to list price, and a cost savings of \$1,072.66 each when compared to AATC price via bid.

RESOLUTION 2020-XX APPROVING PIGGYBACKING THE FLORIDA SHERIFFS ASSOCIATION CONTRACT WITH TRADEWINDS POWER CORP FOR THE PURCHASE OF A 200 KW GENERATOR PACKAGE

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

As part of the City Council's goals and objectives to ensure all infrastructure is a priority regarding maintenance and performance, the Utility Department has identified the need to replace the existing 1996 Cummings 150KW generator located at Pump Station 24-2. Pump Station 24-2 was upgraded in 2019 to include an additional 47HP pump to increase pumping capacity. There are currently three 47HP pumps at this station. The existing generator, purchased over 20 years ago, will only run two pumps and will not allow the efficient operation of all three 47HP pumps. The proposed new Tradewinds 200KW generator is larger than the existing and will allow the station to run all pumps as needed during high flow situations. This will help to keep the central sewer system in this area evacuated during high flow situations as in heavy rain and storm events and reduce the possibility of sanitary sewer overflows.

Staff anticipates sending the existing 20+ year old generator to auction. Tradewinds Power Corp is one of four approved generators in the Utility Standards and is the choice of staff based on prior history and performance. The cost to replace the generator also includes all electrical connections, install, and startup.

City staff is recommending that City Council approve piggybacking the Florida Sheriffs Association Contract #FSA19-VEH 17.0 Specification #105 with Tradewinds Power Corp through September 30, 2020 for the purchase of a 200 KW generator. Piggybacking existing competitively bid contracts is advantageous since the pricing is generally better than what the City could obtain on its own and the City does not incur the expense and delay of soliciting a bid. This is an emergency generator and the maintenance costs are comparable with the existing generator.

The Fiscal Year 2020 Budget includes available funding in the City's Utility R&R (Renewals and Replacements) budget to purchase a 200KW generator. City staff estimates that the City will expend \$75,322.00 under this piggyback contract.

RESOLUTION 2020-XX APPROVING PIGGYBACKING THE OMNIA PARTNERS CONTRACT WITH LOWE'S HOME CENTERS, LLC FOR THE PURCHASE MATERIALS AND PRODUCTS FOR CITYWIDE USE

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

City staff will need to purchase materials and products for various projects citywide on an as needed basis. These purchases support City Council's priority "1.2.1.8 Ensure that all infrastructure is a priority regarding maintenance and performance".

City staff purchase items on an as needed basis from Lowe's to include but not be limited to screws, nails, paint, all miscellaneous tools, hardware and wood associated with in-house City projects. The City holds a contract savings card which provides multiple discounts on a variety of items purchased in person and from their website. Each department may take advantage of this purchasing discount for any of their needs.

City staff is recommending piggybacking the Omnia Partners Contract (# R192006) with Lowe's Home Centers, LLC through 03/31/2023 for the purchase of materials and products for citywide use. Piggybacking existing competitively bid contracts is advantageous since the pricing is generally better than what the City could obtain on its own, and the City does not incur the expense and delay of soliciting a bid.

City staff will make purchases on an as-needed basis, using respective departments budgeted funds as appropriated by City Council in the Fiscal Year 2020 Budget.

RESOLUTION 2020-XX APPROVING INTERLOCAL AGREEMENT WITH GRAND HAVEN CDD FOR CODE ENFORCEMENT SERVICES

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

In March 2019, the City and Grand Haven entered into an Agreement regarding enforcement of City codes for hazardous tree(s) on property owned by the CDD. In October 2019, staff received a request from the CDD to amend the Agreement to expand the scope to also include fire mitigation enforcement services in the common areas to also be conducted by CDD agents and their staff.

This Agreement is beneficial to both parties and is allowable under State Statutes to allow the CDD additional enforcement services in their common areas. This will assist City's code enforcement to use their resources in other areas of the City. The CDD will follow the guidelines associated with wildfire mitigation in accordance with City's codes.

The Agreement also recognizes the St. John's River Water Management District's conservation easements, provides an obligation for the CDD to defend and indemnify the City, as necessary, and the Agreement is terminable upon 30 day notice.

RESOLUTION 2020-XX APPROVING A CONTRACT FOR ANIMAL SHELTER SERVICES WITH FLAGLER HUMANE SOCIETY, INC.

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

The Flagler Humane Society, Inc., has been providing animal shelter services to the City of Palm Coast. The last contract with the Flagler Humane Society, Inc., expired in 2018. City staff along with the City Attorney has negotiated the attached proposed contract for animal shelter services through September 30, 2022.

The City's Animal Control Division has been budgeting \$100,000.00 per year for the services provided by the Flagler Humane Society, Inc.

RESOLUTION 2020-XX MASTER SERVICE AGREEMENT WITH TRI- COUNTY BOBCAT SERVICES, INC., FOR CITY WIDE TREE SERVICES

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

The Code Enforcement Division is responsible for making sure all City Codes of Ordinances are followed by all property owners. There is a need for contractors to perform various tree services for the City including services necessary for tree removal on those properties where property owners do not comply with City Code.

The Master Service Agreement with our current provider has expired. In accordance with the City's Purchasing Policy, City staff advertised and solicited bids for City-wide tree services on an as needed basis. The City received two (2) bids which were responsive and responsible. The project bid overview and notice of intent to award are attached. Staff recommends City Council approve a master service agreement with Tri-County Bobcat Services, Inc. for a three (3) year term with two (2) one (1) year renewals for city-wide tree services.

City staff will purchase these services on an as-needed basis using budgeted funds as appropriated by City Council. The Fiscal Year 2020 Budget includes funds to purchase these services on an as needed basis.

RESOLUTION 2020-XX APPROVING A CONTINUING SERVICES CONTRACT FOR GRANT COMPLIANCE ASSISTANCE SERVICES

UPDATED BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This item was heard by the City Council at the April 14, 2020 Workshop. There were no changes suggested to this item.

ORIGINAL BACKGROUND FROM THE APRIL 14, 2020 WORKSHOP

This continuing services contract is to assist the City with grant compliance, grant monitoring, and administrative services. Previously, continuing services consultants have provided the City with assistance on the Community Development Block Grant funds, as well as funds from the Florida Department of Transportation. Funds are allocated in the CDBG grant for administrative services, such as these services.

This continuing services contract is for 3 years with 2 (two) 1-year renewal option. The City received 4 responses to the bid request which was issued on January 8, 2020. After review and ranking by the selection committee, staff is requesting to enter into a contract with the two highest ranked firms, which are:

1. Guardian Community Resource Management Inc. (Guardian)
2. Institute for Building Technology and Safety (IBTS)