



City of Palm Coast

Agenda

COUNCIL BUSINESS

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

Mayor David Alfin
Vice Mayor Eddie Branquinho
Council Member Victor Barbosa
Council Member Ed Danko
Council Member Nick Klufas

Tuesday, October 19, 2021

9:00 AM

COMMUNITY WING

City Staff

Denise Bevan, Interim 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 at <https://www.youtube.com/user/PalmCoastGovTV/live>.
- 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. And pursuant to the City Council's Meeting Policies and Procedures:

- (1) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (2) The Public may provide comments to the City Council relative to matters not on the agenda at the times indicated in this Agenda. Following any comments from the public, there may be discussion by the City Council.
- (3) When addressing the City Council on specific, enumerated Agenda items, speakers shall:
 - (a) direct all comments to the Mayor;
 - (b) make their comments concise and to the point;
 - (c) not speak more than once on the same subject;
 - (d) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;
 - (e) obey the orders of the Mayor or the City Council; and

(f) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.

(4) Any person who becomes disorderly or who fails to confine his or her comments to the identified subject or business, shall be cautioned by the Mayor and thereafter must conclude his or her remarks on the subject within the remaining designated time limit.

Any speaker failing to comply, as cautioned, shall be barred from making any additional comments during the meeting and may be removed, as necessary, for the remainder of the meeting.

Members of the public may make comments during the public comment portion of the meeting. Please be advised that public comment will only be permitted during the public comment portions of the agenda at the times indicated by the Chair during the meeting.

E. MINUTES

- 1. MINUTES OF THE CITY COUNCIL:
OCTOBER 5, 2021 BUSINESS MEETING
OCTOBER 12, 2021 WORKSHOP**

F. PRESENTATIONS AND PROCLAMATIONS

- 2. PROCLAMATION - ARTERIOVENOUS MALFORMATION AWARENESS MONTH**
- 3. PROCLAMATION - MOBILITY WEEK OCTOBER 29, 2021 THROUGH NOVEMBER 5, 2021**
- 4. PRESENTATION - EMPLOYEE RECOGNITION**
- 5. PRESENTATION - NORTHEAST FLORIDA COVID-19 ECONOMIC RECOVERY PLAN**

G. ORDINANCES SECOND READ

- 6. ORDINANCE 2021-XX AMENDING THE FUTURE LAND USE MAP DESIGNATION FOR 108+/- ACRES OF PROPERTY FROM MIXED USE TO RESIDENTIAL AND A SITE SPECIFIC POLICY TO LIMIT DEVELOPMENT ON THE 108+/-PARCEL TO 295 DWELLING UNITS**
- 7. ORDINANCE FLAGLER VILLAGE REZONING - APPLICATION # 4743**

H. ORDINANCES FIRST READ

- 8. ORDINANCE 2021-XX AMENDING THE FUTURE LAND USE MAP DESIGNATION FOR 37.7+/- ACRES FROM MIXED USE AND UNDESIGNATED TO RESIDENTIAL AND ADDING A SITE SPECIFIC POLICY TO LIMIT DEVELOPMENT ON THE SUBJECT PROPERTY TO 3 DWELLING UNITS/ACRE**

9. **ORDINANCE 2021-XX AMENDING THE ZONING MAP DESIGNATION FOR 239.6+/- ACRES FROM SINGLE-FAMILY RESIDENTIAL-1, GENERAL COMMERCIAL (COM-2, PUBLIC/SEMIPUBLIC (PSP) TO MASTER PLANNED DEVELOPMENT (MPD)**

I. RESOLUTIONS

10. **RESOLUTION 2021-XX APPROVING THE SEMINOLE PALMS IMPACT FEE PREPAYMENT, CITATION BOULEVARD EXTENSION AND LAND EXCHANGE AGREEMENT**
11. **RESOLUTION 2021-XX APPROVING THE FINAL PLAT FOR THE GABLES AT TOWN CENTER (AR #4828)**

J. CONSENT

12. **RESOLUTION 2021-XX APPROVING A WORK ORDER WITH ENGLAND-THIMS & MILLER INC., FOR DESIGN SERVICES RELATED TO THE WHITEVIEW PARKWAY IMPROVEMENT PROJECT**
13. **RESOLUTION 2021-XX APPROVING THE COLLECTIVE BARGAINING AGREEMENT WITH IAFF LOCAL 4807 FOR OCTOBER 1, 2021 - SEPTEMBER 30, 2024**
14. **RESOLUTION 2021 -XX APPROVING A WORK ORDER WITH GAI CONSULTANTS FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF THE EDUCTOR (PNEUMATIC EJECTOR) STATION REHABILITATION FOR STATIONS AU-3 & AU-5 PROJECT**
15. **RESOLUTION 2021-XX APPROVING PIGGYBACKING THE GSA CONTRACT #GS-35F-0251U WITH TT FASTER LLC (DBA FASTER ASSET SOLUTIONS) FOR FLEET MANAGEMENT SOFTWARE AND SUPPORT SERVICES**
16. **RESOLUTION 2021-XX APPROVING PIGGYBACKING THE SOURCEWELL – STATE OF MINNESOTA 031121-TTC CONTRACT WITH THE TORO COMPANY (WESCO TURF DISTBUTOR) FOR THE PURCHASE OF TORO MOWER PARTS**
17. **RESOLUTION 2021-XX APPROVING PIGGYBACKING THE SOURCEWELL STATE OF MINNESOTA AND SAMSARA INC., CONTRACT#020221 FOR FLEET AND EQUIPMENT GPS MONITORING SERVICES**
18. **RESOLUTION 2021-XX APPROVING A CONTRACT WITH ESRI TO PURCHASE AN ENTERPRISE AGREEMENT FOR ESRI SOFTWARE**
19. **RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES TO THE ENTERPRISE RESOURCE PLATFORM (ERP) UPDATE**

- 20. RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES FOR SCADA NETWORK SECURITY PHASE II**
- 21. RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES TO THE MICROSOFT 365 IMPLEMENTATION**
- 22. RESOLUTION 2021-XX APPROVING A WORK ORDER WITH AQUATIC MANAGEMENT PLUS, LLC FOR WEED CONTROL OF THE FRESHWATER STORMWATER DRAINAGE SYSTEM**

K. OTHER BUSINESS

- 23. PRESENT CERTIFICATES TO GRADUATING STUDENTS OF THE CITY OF PALM COAST'S CITIZENS ACADEMY CLASS**

L. PUBLIC PARTICIPATION

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

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

- 24. DISCUSSION - CITY MANAGER SEARCH**

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

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

- 25. REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR SEPTEMBER 2021**

P. ADJOURNMENT

- 26. WORKSHEET**

City of Palm Coast, Florida Agenda Item

Agenda Date : October 19, 2021

Department Item Key	Amount Account #
Subject MINUTES OF THE CITY COUNCIL: OCTOBER 5, 2021 BUSINESS MEETING OCTOBER 12, 2021 WORKSHOP	
Presenter :	
Background :	
Recommended Action : APPROVE THE MINUTES OF THE CITY COUNCIL: OCTOBER 5, 2021 BUSINESS MEETING OCTOBER 12, 2021 WORKSHOP	

City of Palm Coast, Florida Agenda Item

Agenda Date : October 19, 2021

Department Item Key	Amount Account #
Subject PROCLAMATION - ARTERIOVENOUS MALFORMATION AWARENESS MONTH	
Presenter :	
Background : The Arteriovenous Malformation Advocacy Group of Palm Coast requested the City proclaim October as Arteriovenous Malformation Awareness Month.	
Recommended Action : PRESENT PROCLAMATION FOR ARTERIOVENOUS MALFORMATION AWARENESS MONTH	

City of Palm Coast, Florida Agenda Item

Agenda Date : OCTOBER 12, 2021

Department	CITY CLERK	Amount
Item Key		Account
		#
Subject	PROCLAMATION - MOBILITY WEEK OCTOBER 29, 2021 THROUGH NOVEMBER 5, 2021	
Presenter : James Hirst, Parks and Recreation		
Background : The state of Florida is celebrating its sixth annual statewide Mobility Week from October 29 through November 5, 2021. Mobility Week is a celebration of making smart, efficient, and safe multimodal transportation choices. During Mobility Week, cities, counties, and transportation partner agencies host events to promote transportation choices, highlight transportation achievements, and roll out new initiatives or policies. Over 400 events have been held over the past 5 years throughout the state of Florida. As a Mobility Week Partner, the City of Palm Coast Parks & Recreation is offering events to educate our residents on the City’s transportation network, provide updates on related capital projects, as well as provide information on walking, biking, and transit safety. Residents and City staff are also encouraged to participate in the Love to Ride Challenge, which encourages riders to pedal on throughout the month of November to earn points and qualify for prizes. You can sign up for the Love to Ride Challenge at lovetoride.net .		
Recommended Action : PROCLAIM OCTOBER 29, 2021 THROUGH NOVEMBER 5, 2021 AS MOBILITY WEEK		

City of Palm Coast, Florida Agenda Item

Agenda Date : October 19, 2021

Department Item Key		Amount Account #
Subject PRESENTATION - EMPLOYEE RECOGNITION		
Presenter : Renina Fuller, HR Director		
Background : A presentation for City Council highlighting employee recognitions.		
Recommended Action : PRESENTATION PURPOSES ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date : October 19, 2021

Department Item Key	Amount Account #
Subject	PRESENTATION - NORTHEAST FLORIDA COVID-19 ECONOMIC RECOVERY PLAN
Presenter : NORTHEAST FLORIDA REGIONAL COUNCIL	
Background : Mr. Sean Lahav, Resilience Coordinator from Northeast Florida Regional Council will present to City Council on the Northeast Florida COVID-19 Economic Recovery Plan.	
Recommended Action : FOR PRESENTATION ONLY.	

City of Palm Coast, Florida

Agenda Item

Agenda Date : October 19, 2021

Department	PLANNING	Amount
Item Key	11338	Account
		#
Subject	ORDINANCE 2021-XX AMENDING THE FUTURE LAND USE MAP DESIGNATION FOR 108+/- ACRES OF PROPERTY FROM MIXED USE TO RESIDENTIAL AND A SITE SPECIFIC POLICY TO LIMIT DEVELOPMENT ON THE 108+/-PARCEL TO 295 DWELLING UNITS	
Presenter : Jose Papa, Sr. Planner		
Background : UPDATE TO THE AUGUST 17, 2021 BUSINESS MEETING This item was heard by City Council at their August 17, 2021 Business Meeting. There were no changes suggested to this item. ORIGINAL BACKGROUND FROM THE AUGUST 17, 2021 BUSINESS MEETING The application is for a large-scale Future Land Use Map (FLUM) amendment for a 108 +/- acre subject area located at the northeast corner of Belle Terre Blvd. and Citation Blvd. At the time of the City's incorporation in 1999, the subject parcel was designated as a combination of Mixed Use-Low Density, High Density Residential (8-10 d.u/acre), and Agriculture & Timberlands. The City's initial FLUM adopted in 2004 designated the parcel as Mixed Use with a Neighborhood Scale Village Center overlay. In 2005, the subject parcel was entitled for 312 condominium units, 50 townhouse units, 84 single-family lots as part of the Citation Estates Planned Unit Development (PUD). An adjacent 15.6+/-acre parcel was entitled for 135,000 sq. ft. as part of the PUD. That parcel is not part of this proposed FLUM amendment. In 2010, the Citation Estates PUD was amended to adjust the residential entitlements on the property to 445 dwelling units in the form of 287 multi-family units, 86 single-family units, 72 townhouse units, and along with 108 assisted living facility beds. This proposed amendment is to change the Future Land Use Map (FLUM) designation of an approximately 108+/- acre parcel from Mixed Use to Residential. Additionally, staff recommends that a note be added to the FLUM to limit the development on the subject parcel to 295 single-family dwelling units. There is a companion zoning map amendment for the subject parcel to change the zoning designation from Planned Unit Development (PUD) to Single-Family Residential-1 (SFR-1). The proposed amendment was reviewed for the following: <ul style="list-style-type: none">• Analysis of the proposed amendment's impacts on public facilities and infrastructure. With a proposed cap on the subject property of 295 single-family units,		

there is a reduction on the demand for public infrastructure and public services.

- **Impacts on the environmental/cultural resources.** There are no significant impacts on the environmental/cultural resources of the subject property. The site is appropriate for residential development.
- **Compatibility with surrounding land uses.** The proposed FLUM designations are generally consistent with the surrounding properties, which are primarily composed of Residential.

Finally the proposed amendment is consistent with comprehensive plan policies regarding:

- **Directing development where existing infrastructure is available.**

Public Process

As required by the Land Development Code, a neighborhood meeting is to be hosted by the applicant on July 13, 2021. Staff will provide a summary of the neighborhood meeting during the public hearing.

PLDRB Public Hearing

The PLDRB held a public hearing on the subject item on July 21, 2021. A resident from the adjacent neighborhood expressed concern with the development's potential impact on stormwater/flooding. The engineer for the applicant provided a response to the resident's concern. The PLDRB voted 6-0 to recommend approval of the proposed FLUM amendment.

Recommended Action:

The Planning and Land Development Regulation Board (PLDRB) find Application #4766 consistent with the Comprehensive Plan and recommend that City Council approve Application #4766, a FLUM amendment from Mixed Use to Residential, along with a site specific policy to limit development on the subject property to 295 dwelling units.

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	PLANNING	Amount
Item Key	11337	Account
		#
Subject	ORDINANCE FLAGLER VILLAGE REZONING - APPLICATION # 4743	
Presenter:	Jose Papa, SENIOR PLANNER	
Background:	<p>This is a quasi-judicial item. Please remember to disclose any ex-parte communications.</p> <p>UPDATE TO THE AUGUST 17, 2021 BUSINESS MEETING This item was heard by City Council at their August 17, 2021 Business Meeting. There were no changes suggested to this item.</p> <p>ORIGINAL BACKGROUND FROM THE AUGUST 17, 2021 BUSINESS MEETING Nico Chami of MAS Development Corp (as contracted purchaser and intended developer) is proposing to rezone 108.2 +/- acres of vacant land located in the northeast quadrant of Belle Terre Boulevard and Citation Boulevard from the Master Planned Development (MPD) District to the Single-Family Residential -1 (SFR-1) Zoning District.</p> <p>The subject property along with the adjoining 15.6 +/- acre parcel directly at the NE corner of Belle Terre Boulevard and Citation Boulevard were jointly rezoned to the Citation Estates Planned Unit Development (PUD) by the City Council in March 2005 via Ordinance No. 2005-12. The 15.6 +/- acre parcel owned by Miral Corporation was allowed to have COM-2 uses while the 108.2 +/- acre subject property owned by Fourth Dimension Development, LLC was approved for a total of 446 units (312 residential condominiums, 50 townhome lots and 84 single-family homes).</p> <p>On December 1, 2015, the City Council approved an amendment to the MPD. By this time there was a new owner for the 108.2 +/- residential portion of the MPD (subject property). This amendment allowed 287 multi-family homes, 72 town homes, 86 single-family lots and an assisted living facility for up to 108 beds. The 15.6 +/- acre neighboring commercial tract retained its COM-2 uses.</p> <p>MAS Development Corp. as contracted purchaser wants to modify the property's Future Land Use Map (FLUM) designation from Mixed Use to Residential (via a separate FLUM Amendment application) and modify the property's zoning from Master Planned Development (MPD) to Single-Family Residential – 1 (SFR-1) in order to develop a single-family homes community. The SFR-1 Zoning District allows for a minimum 50' wide and 6,000 sq. ft. lots but does not limit the number of units in a project which is normally done in the MPD and PUD Development Agreement. However, in this case the number of units would be limited by the applicant's FLUM Amendment to the Residential designation. The proposals would reduce the number of multi-family units from 287 to 0, townhomes from 72 to 0, and the number of ALF beds from 108 to 0 while increasing the single-family units from 86 to 295. This would equate to a reduction in homes from 445 to 295 (150 less) and eliminate the 108 ALF beds.</p>	

Public Participation: The developer notified neighboring property owners within 300 feet of the project via standard USPS mail of an upcoming neighborhood meeting that was held on July 13, 2021 at 5:30 P.M. at the Hilton Garden Inn nearby SR 100 and Town Center Boulevard. About seven persons from the public, the developer's team and two City staff members attended this meeting.

The developer erected City provided signs along Belle Terre Boulevard and Citation Boulevard, notifying the general public of all three public hearings at least 14 days prior to those hearing dates. City staff has discussed the project with several residents living to the north of the site.

Planning and Land Development Regulation Board: The Planning and Land Development Regulation Board (PLDRB) meeting was held at 5:30 PM on July 21, 2021. Several neighbors spoke and mentioned concerns with this project. The PLDRB found this project in compliance with the Comprehensive Plan and Land Development Code and recommended approval to City Council by a 6 – 0 vote.

Recommended Action:

The Planning and Land Development Regulation Board determined the proposed rezoning (Application No. 4743) was consistent with the proposed Comprehensive Plan Amendment and recommended approval to City Council to rezone 108.2 +/- acres from Master Planned Development (MPD) to the Single-Family Residential-1 (SFR-1) Zoning District.

City of Palm Coast, Florida

Agenda Item

Agenda Date : October 19, 2021

Department	PLANNING	Amount
Item Key	12122	Account
		#
Subject	ORDINANCE 2021-XX AMENDING THE FUTURE LAND USE MAP DESIGNATION POLICY TO LIMIT DEVELOPMENT ON THE SUBJECT PROPERTY TO 3 DWELLING UNITS/ACRE FOR 37.7+/- ACRES FROM MIXED USE AND UNDESIGNATED TO RESIDENTIAL AND ADDING A SITE SPECIFIC	
Presenter : Jose Papa, Sr. Planner		
Background : The subject area is an approximately 37.7 +/- acre site located 1.6 miles south of State Road 100 on the west side of Seminole Woods Blvd. The application is a proposed FLUM amendment to designate the subject property from Mixed Use to Residential FLUM designation with a specific policy to limit development to 3 dwelling units/acre. The properties currently have a designation of Mixed Use with a portion of the 37.7+/- acres identified as canal as part of the Iroquois Waterway (approximately 7.4 acres -- these 7.4 acres are part of the maintenance access to the canal and is not part of the waterway itself). There is a companion zoning map amendment for the subject parcel to change the current designation of Single-Family Residential (SFR-1), General Commercial (COM-2), and Public/Semipublic (PSP) to Master Planned Development (MPD).		
The proposed amendment was reviewed for the following:		
<ul style="list-style-type: none">• Public Facilities Impact/Availability. Consistent with the required analysis to compare the proposed land use designation with the existing land use designation, staff conducted a maximum potential development analysis for public facilities and infrastructure. The proposed amendment will limit development on the property to 3 dwelling units/acre compared to 15 dwelling units/acre under the existing FLUM designation. The reduction in potential density leads to a reduction in the impact on public infrastructure and services.• Impacts on the environmental/cultural resources. There are no additional environmental impacts on the subject parcel since the amendment will not increase the potential developable area of the site. Staff's review of the environmental report also concludes that the proposed FLUM change will not negatively impact the function of a Special Flood Hazard Area (SFHA) as compensatory storage will be required.• Compatibility with surrounding land uses. The proposed FLUM designations are generally consistent with the surrounding properties.		
Finally the proposed amendment was reviewed and found to be consistent with comprehensive plan policies regarding:		
<ul style="list-style-type: none">• Not disproportionately increasing the cost or maintenance of public infrastructure,		

- Directing development where existing infrastructure is available,
- Promoting diversity in housing opportunities (variety of lot sizes with community amenities such as sidewalks, and private recreational amenities), and
- Designating urban densities only in areas that have sufficient or planned capacity for water and sewer.

Neighborhood Meeting

As required by the Land Development Code, a neighborhood meeting was hosted by the applicant. There were no members of the public at the neighborhood meeting.

Planning and Land Development Regulation Board (PLDRB) Public Hearing

The PLDRB held a public hearing on September 15, 2021 to review and hear public comments on the application. There were no comments from the public and the PLDRB unanimously recommended approval of the application.

Recommended Action :

The Planning and Land Development Regulation Board (PLDRB) finds Application #4817 consistent with the Comprehensive Plan and recommends that City Council approve Application #4817, a FLUM amendment from Mixed Use to Residential along with a policy to limit density on the subject property to 3 dwelling units/acre.

City of Palm Coast, Florida

Agenda Item

Agenda Date : October 19, 2021

Department	PLANNING	Amount
Item Key	12123	Account
		#
Subject	ORDINANCE 2021-XX AMENDING THE ZONING MAP DESIGNATION FOR 239.6+/- ACRES FROM SINGLE-FAMILY RESIDENTIAL-1, GENERAL COMMERCIAL (COM-2, PUBLIC/SEMIPUBLIC (PSP) TO MASTER PLANNED DEVELOPMENT (MPD)	
Presenter : Jose Papa, Sr. Planner		
Background : This is a Quasi-Judicial Item. Please remember to disclose any ex-parte communications at the meeting. This subject parcel is an approximately 239.6 acre parcel located approximately 1.6 miles south of State Road 100 on the west side of Seminole Woods Blvd. The proposed amendment will amend the zoning designation from Single Family Residential-1 (SFR-1), General Commercial (COM-2), and Public/Semipublic (PSP) to Master Planned Development (MPD) including a Development Agreement (DA) to govern permitted uses and development standards within the project to be commonly known as Seminole Palms. This application is a companion application to a proposed Comprehensive Plan Amendment to change approximately 37.7+/- acres of land from Mixed Use and undesignated to Residential along with a site specific policy to limit development to 3 dwelling units/acre. The proposed Master Planned Development (MPD)-Development Agreement (DA) proposes to permit a total of 529 single family homes (451 detached and 78 attached fee-simple units). The project will have a minimum single family detached lot size of 40'X120' or 4,800 sq. ft. The townhome units are proposed on 2,000 sq. ft. lots. The development standards (setbacks, height, parking requirements, etc.) are comparable to those established for a typical single-family lot in Palm Coast. Staff analyzed the proposed rezoning based on the criteria in the City of Palm Coast Land Development Code. In summary, staff makes the following findings: <ul style="list-style-type: none">- the proposed rezoning is not in conflict or contrary to the public interest, the creation of a Master Planned Development allows the development to provide different housing types without significant impact to the surrounding area,- the proposed rezoning is consistent with the Comprehensive Plan, the proposed rezoning will reduce impacts on public infrastructure and services, is located in an area served by existing utilities, and provides an opportunity to diversify the housing stock in the City,- the proposed rezoning is consistent with the surrounding land uses and does not cause		

a nuisance or threat to the general welfare and safety of the public. The proposed MPD is generally consistent with the development pattern with the residential uses to the east and south,

- the proposed rezoning will not create additional impact on the environment since the site was already previously designated for single-family and commercial development under the current zoning district, and
- the proposed amendment will not relieve the development of needing to meet all other applicable local, state, & federal permitting requirements

Public Meetings

Neighborhood Meeting

As required by the Land Development Code, a neighborhood meeting was hosted by the applicant. There were no members of the public at the neighborhood meeting.

Planning and Land Development Regulation Board (PLDRB) Public Hearing

The PLDRB held a public hearing on September 15, 2021 to review and hear public comments on the application. There were no comments from the public and the PLDRB unanimously recommended approval of the application.

Recommended Action:

The Planning and Land Development Regulation Board finds Application #4818 consistent with the Comprehensive Plan and recommends that City Council APPROVE Application #4818, a proposed zoning map amendment from Single Family Residential-1 (SFR-1), General Commercial (COM-2), and Public/Semipublic (PSP) to Master Planned Development (MPD)

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	PLANNING	Amount
Item Key	12137	Account
		#
Subject	RESOLUTION 2021-XX APPROVING THE SEMINOLE PALMS IMPACT FEE PREPAYMENT, CITATION BOULEVARD EXTENSION AND LAND EXCHANGE AGREEMENT	
Presenter: Jason DeLorenzo, Chief Development Officer		
Background: UPDATE FROM THE OCTOBER 12, 2021 WORKSHOP This item was heard by City Council at their October 12, 2021 Workshop. There were no changes suggested to this item.		
ORIGINAL BACKGROUND FROM THE OCTOBER 12, 2021 WORKSHOP This Impact Fee Prepayment, Citation Boulevard Extension and Land Exchange Agreement is a legislative item.		
On September 7, 2021 City Council provided authorization to join a rezoning application to Master Planned Development and Future Land Use Amendment for a project known as Seminole Palms. Located on Seminole Woods Boulevard, adjacent to the Iroquois Waterway just south of the Flagler County Airport, the project encompasses five parcels (two owned by the City) totaling approximately 240 acres.		
As presented to City Council on September 7, 2021, the extension of Citation Boulevard, connecting Belle Terre to Seminole Woods has a significant positive public impact on fire service, utilities and traffic. As presented to City Council last year, a need for two fire stations south of SR100 are identified in the 2020-2029 Palm Coast Fire Department Station Location Study; one on Belle Terre Boulevard and another on Seminole Woods Boulevard. The study did not contemplate Citation connecting the two north / south arterials. When the opportunity to extend Citation was presented to the Fire Department, they determined they would be able to serve both southern areas of the City with one station located on Seminole Woods. The property required for the station is already in inventory. The reduction of one fire station has a significant long-term financial benefit to the citizens of Palm Coast.		
The attached Seminole Palms Impact Fee Prepayment, Citation Blvd. Extension and Land Exchange Agreement (Agreement) between Kolter Group Acquisitions LLC and the City of Palm Coast provides the instrument to complete land exchanges, rights-of-way acquisition, stormwater capacity improvements, and other arrangements to facilitate the extension of Citation Blvd. from Belle Terre Boulevard to Seminole Woods Boulevard.		
The following are main components and conditions of the Agreement:		
<u>Land Exchange Conditions</u>		

- Appraisals
- Closing Date – 30 days after City approval of construction plans for Citation Blvd. Extension but in no event before approval of preliminary plat for Seminole Palms
- Closing costs to be borne by each party – developer on land to be conveyed to City, and City on land to be conveyed to developer.

Specific Conditions

- Utility – Developer responsible for installation of utilities caused by developing Seminole Palms. Any “upsizing” requested by City shall be City or utility provider’s responsibility. Separate Utility Agreements
- Transportation
 - Developer to convey land for Citation Extension
 - Roadway to consider pedestrian and transit
 - The Developer shall be responsible for the costs of the Seminole Woods Boulevard Improvements to the extent those improvements would be required for the development of Seminole Palms under the ULDC. Same condition for City.
 - Impact Fees will pay for road
 - Developer will pre-pay impact fees by assuming costs of design, engineering, and permitting, and construction up to an amount that is equal to one hundred percent (100%) of the Transportation Impact Fees. No additional fees will be due from developer.
 - All costs required for the Citation Extension that exceed the Transportation Impact Fees shall be the responsibility of the City.
 - Road design will be submitted at same time as design for Phase I of Seminole Palms.
 - City will seek competitive bid for construction of roadway.
 - Within ninety (90) days of the final approval of the preliminary plat for the first phase of SEMINOLE PALMS, the Developer shall prepay fifty percent (50%) of the balance of the Transportation Impact Fees that will be due for all phases of SEMINOLE PALMS after deducting any amounts already expended by the Developer for the design, engineering and permitting of the Citation Extension. The Developer shall provide all invoices and proof of payment for the design, engineering and permitting of the Citation Extension to support the deduction from the Transportation Impact Fees.
 - The remaining balance of the Transportation Impact Fees shall be paid to the City within thirty (30) days of the installation of the road base for the Citation Extension.
 - Transportation Impact Fees prepaid by the Developer shall be earmarked to be used solely for construction of the Citation Extension. The City will use the Transportation Impact Fees and additional City funds to pay for the Citation Extension.
- **Stormwater, Floodplain Compensation and Canal Improvements**
 - Developer shall be permitted to connect the floodplain compensation ponds to the canal (Iroquois Waterway)
 - If opportunity for additional floodplain compensation storage and the need to import additional fill dirt for the SEMINOLE PALMS project or the Citation

Extension project then the Developer will, where possible, upsize the proposed ponds that will be connected to the canal to increase the flood storage capacity for the City

- The Developer shall provide the City an easement or easements for access to the canal, at a location mutually agreed to by the City and the Developer, for maintenance purposes only.

- **Impact Fee Credits**

- Water and sewer utility impact fee or cost in aid of construction credits for the water, reuse and sewer utility improvements installed as part of the Citation Extension.
 - Water and sewer utility impact fee or cost in aid of construction credits for any upgrades or upsizing to the water, reuse and sewer utilities to allow the system to service more than the capacity required for the SEMINOLE PALMS project.
- Before the developer can move forward with the Seminole Palms project and the design of the Citation Extension, it must confirm that the flood elevation on the property is 24.7 feet or lower.
- Duration of Agreement – 10 years from effective date, may be extended mutually

Approval of this resolution will allow the City and Kolter Group Acquisitions LLC to move forward and complete all the necessary work to extend Citation Blvd.

Recommended Action:

ADOPT RESOLUTION 2021-XX APPROVING THE SEMINOLE PALMS IMPACT FEE PREPAYMENT, CITATION BOULDEVARD EXTENSION AND LAND EXCHANGE AGREEMENT

City of Palm Coast, Florida Agenda Item

Agenda Date: October 19, 2021

Department	PLANNING	Amount
Item Key	12245	Account
		#
Subject	RESOLUTION 2021-XX APPROVING THE FINAL PLAT FOR THE GABLES AT TOWN CENTER (AR #4828)	
Presenter: Ray Tyner, Deputy Chief Development Officer		
Background: This final plat for the Gables is a quasi-judicial matter. The application, submitted by the owner/applicant, Payzen PC, LLC, proposes to plat and subdivide approximately 124.70 acres of land into 208 single family residential lots and 7 tracts. The Gables at Town Center is located north of the terminus of Lake Avenue approximately 975 feet west of the intersection of Lake Avenue and Town Center Blvd. The Future Land Use Map is DRI-Town Residential and the Official Zoning is Town Center Master Planned Development (MPD). The Applicant was issued a site development permit on January 11, 2021 in accordance with the approved construction plans filed with the approved preliminary plat. Prior to plat execution, the applicant will be required to provide a performance surety bond of 120% of the infrastructure cost in the amount of \$3,123,212.83. The project meets the technical requirements of the City Code and Florida Statutes, Chapter 177 FS.		
Recommended Action: ADOPT RESOLUTION 2021-XX APPROVING THE FINAL PLAT AND AUTHORIZING THE MAYOR TO EXECUTE THE PLAT AND STAFF TO ISSUE A FINAL PLAT DEVELOPMENT ORDER FOR APPLICATION #4828		

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	STORMWATER	Amount	\$130,059.00
Item Key	11565	Account	# 21097011-063000-54420
Subject	RESOLUTION 2021-XX APPROVING A WORK ORDER WITH ENGLAND-THIMS & MILLER INC., FOR DESIGN SERVICES RELATED TO THE WHITEVIEW PARKWAY IMPROVEMENT PROJECT		
Presenter : Carl Cote			
Background : <u>UPDATE FROM THE OCTOBER 12, 2021 WORKSHOP</u> This item was heard by City Council at their October 12, 2021 Workshop. There were no changes suggested to this item. The PowerPoint presentation is available in the City Clerk's office. <u>UPDATE TO THE SEPTEMBER 7, 2021 BUSINESS MEETING.</u> This item was heard by City Council at their September 7, 2021 Business Meeting. City Council requested additional information on this item. The Scope of Work includes a public meeting to present the findings of the study as well as a presentation of the study to City Council. If determined feasible and recommended to proceed, then ETM will be given approval for engineering services to provide a final design for construction of the improvements without reducing the existing roadway down to two lanes. Staff is requesting to fund only the feasibility study, in the amount of \$130,059 with ETM. <u>ORIGINAL BACKGROUND FROM THE SEPTEMBER 7, 2021 BUSINESS MEETING.</u> One of City Council objectives is to continue to enhance safety improvements at intersections and along roadways. The Whiteview Pkwy Corridor Safety improvement is designed to improve safety for both motorists and non-motorists as well as improve traffic operations along the entire corridor. Within the corridor, the segment between Wood Aspen Ln. and Rolling Sands Dr. was ranked in the top 10 for crash severity as reported in the River to Sea TPO's 2017 Crash Analysis. The proposed project will improve safety along this segment by addressing the turning movement conflicts created by the proximity of three intersections along the corridor (Rolling Sands Dr. Wood Aspen Dr., and Woodbury Dr.). The proposed design will provide access movement improvements that eliminates turning conflict by an access management plan to eliminate certain turning movements along this stretch of the White View Pkwy Corridor. In addition to the access management improvements described above, the proposed project will add either right or left--turn lanes as recommended by the completed corridor study. These improvements are intended to reduce the number of rear end collisions as well as improve traffic flow. These improvements are consistent with addressing the findings of the 2012 Florida Strategic Highway Safety Plan which identifies Intersection Crashes as an Emphasis Area. Finally, the project proposes the addition of street lighting along the entire corridor as well as the extension of the multi-purpose path system that currently ends at White Mill that will be extended to the west to provide a connection to Rolling Sands and Wood Ash Lane. The lighting provides additional safety benefit by improving visibility along the corridor for both motorists and			

bicyclists, while the multi-purpose path improves safety by creating a dedicated separate facility for bicyclists and pedestrian users of the corridor.

- April 11, 2017, City Staff presented the project to City Council.
- January 31, 2018, a neighborhood meeting was held.
- May, 24 2018 and June 28, 2018, staff presented the project concept and discussed the project with the Beautification and Environmental Advisory Committee.
- August 7, 2018 City Council Approved a Work Order with England-Thims & Miller Inc. (ETM) to complete the design of the project.

The City submitted an application to FDOT/TPO to seek funding for the construction of the improvements. It is currently ranked #4 on the TPO List of Prioritized Traffic Operations, Safety, and Local Initiatives Projects. City staff has had numerous discussions regarding this project for potential upcoming funding opportunities.

The previously completed design plans for Whiteview Parkway included: reducing the existing 4-lane roadway down to 2-lanes (road diet), an extension of the multi-use path from Whitemill Drive to US-1, intersection improvements, and drainage improvements associated with the roadway and path construction. Due to feedback received, ongoing development will occur along and adjacent to the corridor, as well as the potential extension of Whiteview Parkway to the west to accommodate future development to the west of the railroad tracks. It has been determined that the design should be updated to seek a modified design to not reduce the existing roadway down from 4-lanes to 2-lanes. The City negotiated and obtained a scope and fee proposed with ETM to provide services that consists of a preliminary engineering analysis to determine the feasibility of constructing the multi-use path without reducing the existing roadway down to two lanes. Services will include preliminary roadway and path design, preliminary drainage design, coordination with COPC and SJRWMD staff, and preparation of plans to the 15% design level. Upon completion of the preliminary engineering analysis a determination will be made as to whether it is feasible to proceed with the final design, permitting and final plans preparation. If determined to be feasible, then ETM will then proceed with engineering services to provide a final design for construction of the improvements without reducing the existing roadway down to two lanes.

Under the existing contract (RFSQ-CD-19-70), staff negotiated a scope and fee not-to-exceed \$382,702.00 with England, Thims & Miller, Inc. City staff has determined that the cost for engineering services are reasonable and fair and are consistent with these types of services for a project of this size and scope.

SOURCE OF FUNDS WORKSHEET FY 21

Transportation Impact Fee 21097011-063000-54420	\$	30,000.00
Total Expended/Encumbered to Date.....	\$	0
Pending Work Orders/Contracts.....	\$	0
Current (WO/Contract).....	\$	30,000.00
Balance.....	\$	0

SOURCE OF FUNDS WORKSHEET FY 22

Transportation Impact Fee 21097011-063000-54420	\$	385,000.00
Total Expended/Encumbered to Date.....	\$	0
Pending Work Orders/Contracts.....	\$	0

Current (WO/Contract).....	\$ 352,705.00
Balance.....	\$ 32,295.00

Recommended Action :
ADOPT RESOLUTION 2021-XX APPROVING A WORK ORDER WITH ENGLAND-THIMS & MILLER INC., FOR DESIGN SERVICES RELATED TO THE WHITEVIEW PARKWAY IMPROVEMENT PROJECT

City of Palm Coast, Florida

Agenda Item

Agenda Date : OCTOBER 19, 2021

Department Item Key	Amount Account #
Subject RESOLUTION 2021-XX APPROVING THE COLLECTIVE BARGAINING AGREEMENT WITH IAFF LOCAL 4807 FOR OCTOBER 1, 2021 - SEPTEMBER 30, 2024	
Presenter : RENINA FULLER, HR DIRECTOR	
<p>Background : This item is for standard operations.</p> <p>UPDATE FROM THE OCTOBER 12, 2021 WORKSHOP This item was heard by City Council at their October 12, 2021 Workshop. There were no changes suggested to this item.</p> <p>ORIGINAL BACKGROUND FROM THE OCTOBER 12, 2021 WORKSHOP In February 2011, the employees of the City of Palm Coast Fire Department held an election to certify the International Association of Fire Fighters Local 4807 ("Union") as the exclusive bargaining unit for Lieutenants, Fire-Paramedics and Fire-EMTs. Shortly thereafter, the representatives of the City of Palm Coast Administration ("City") entered into negotiations regarding the initial Collective Bargaining Agreement ("CBA") between the City and the Union</p> <p>The City and the Union have worked diligently to agree upon a successor, three-year contract covering Fiscal Years 2021 through 2024. As a result of the negotiations, the City and the Union have reached an agreement on the successor contract. This successor contract includes a three (3) year wage article providing the same merit and across-the-board increases as for all other employees. Other alterations to the previous agreement include:</p> <ul style="list-style-type: none">• Collective bargaining unit employees have the annual opportunity to donate 6 hours of their annual leave to the Union Pool leave and receive an exemption from Union Dues for the payroll when the donation is made.• Bargaining unit employees are permitted to attend monthly scheduled Union Meetings so long as it does not disrupt normal operations.• Bargaining Unit Employees being promoted to a higher position with higher salary, the employee shall receive minimum for the new salary, up to 5% increase to his/her existing salary or with Department head approval up to the first quartile within the pay range. If the employee is promoted within 6 months of their evaluation, they shall receive their annual evaluation merit increase and the promotion pay.• The additional opportunities for a \$.25 (twenty-five cent) per hour incentive for the performance of specified ancillary duties.• In addition to the Holiday 11.2 hours paid at their regular rate of pay, the employee working any of the three (3) specified holidays will receive an additional 11.2 hours of leave added to their vacation leave accrual.	

- The City has agreed to engage a consultant to estimate the financial impact for the Fire division to transition to the Chapter 175 State Retirement Program.
- Bargaining unit employees that are deployed will receive payment for travel time to and from the deployment activation site.

There are no other significant changes proposed in this contract. The proposed contract was presented for ratification by the membership on September 23-25, 2021 and was ratified on September 27, 2021.

Recommended Action :

ADOPT RESOLUTION 2021-XX APPROVING THE COLLECTIVE BARGAINING AGREEMENT WITH IAFF LOCAL 4807

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	STORMWATER	Amount	\$245,200.00
Item Key	12268	Account	54029082-063000-85003
Subject	RESOLUTION 2021-XX APPROVING A WORK ORDER WITH GAI CONSULTANTS FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF THE EDUCTOR (PNEUMATIC EJECTOR) STATION REHABILITATION FOR STATIONS AU-3 & AU-5 PROJECT		
Presenter : Alex Blake			
Background :			
COUNCIL PRIORITY: D. Service Delivery and Efficiency			
4.) Continue to implement water and wastewater utility improvements to harden facilities to mitigate the impacts of flooding and other hazards.			
City staff tasked GAI Consultants to evaluate older lift stations and prioritize them for repair or replacement. The lift stations use pneumatic ejector pumps, called educators, an older technology requiring upgrades. City staff and GAI decided to rehabilitate two lift stations each year.			
GAI recently completed the design for the first set of lift stations, BU-6 on Fischer Lane, and BB-1, on Florida Park Drive. The improvement project is planned to begin construction this Fiscal Year. The next two on the priority list are AU-3, on Cooper Lane, and AU-5, on Courtney Place. The remainder of the lift stations recommended for repair and replacement in the report shall be upgraded accordingly.			
Staff recommends retaining GAI Consultants for engineering services for the design and construction of the rehabilitation for stations AU-3 and AU-5 project. Under the existing contract (RFQ-CD-19-12), staff negotiated a scope and fee not-to-exceed \$245,200.00. City staff has determined that the cost for these services are reasonable and fair and are consistent with these types of services for a project of this size and scope. Funds for this project are budgeted in the Utility 5-year Capital Plan.			
SOURCE OF FUNDS WORKSHEET FY 2022			
Impr-Lift Station Replacement 54029082-063000-85003			\$ 2,380,000.00
Total Expended/Encumbered to Date.....			\$ 68,053.80
Pending Work Orders/Contracts.....			\$ 0
Current (WO/Contract).....			\$ 245,200.00
Balance.....			\$ 2,066,746.20
Recommended Action :			
ADOPT RESOLUTION 2021 -XX APPROVING A WORK ORDER WITH GAI CONSULTANTS FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION OF THE EDUCTOR (PNEUMATIC EJECTOR) STATION REHABILITATION FOR STATIONS AU-3 & AU-5 PROJECT			

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	FLEET	Amount	Over \$30,000.00
Item Key	12263	Account #	65010071-091525
Subject	RESOLUTION 2021-XX APPROVING PIGGYBACKING THE GSA CONTRACT #GS-35F-0251U WITH TT FASTER LLC (DBA FASTER ASSET SOLUTIONS) FOR FLEET MANAGEMENT SOFTWARE AND SUPPORT SERVICES		
Presenter : Matt Mancill, Director			
Background: COUNCIL PRIORITY: D(11)This item will support the council priority to evaluate the city fleet for electrification of vehicles.			
The Public Works Fleet Division is seeking approval to piggyback the GSA Contract #GS-35F-0251U for the purchase of Fleet management software.			
Web cloud-based access, user-friendly interface, powerful analytics and reports, equipment tracking, preventative maintenance tracking, asset inventory, work orders and scheduling interface, vehicle history, acquisition and vehicle disposal management, all cost analysis associated with owning and operating our fleet of vehicles, and integration with other City utilized software products such as FuelMaster (fuel management software), Samsara, Inc. (GPS), Munis (financial software).			
The Public Works Fleet Division has evaluated and identified FASTER Asset Solutions as the platform to purchase and implement as our new Fleet management system for an integrated analytics platform. This software program would replace the current antiquated program of Vinity Soft and enable substantial improvements in the efficiency and effectiveness of the fleet assets; resulting in cost savings to the City and a high level of customer service. In addition, the analytics will advance our capability to make data driven decisions towards the council goal of electrification of the city fleet.			
The FASTER system is considered the best-of-breed fleet management solution in the United States, used successfully by numerous private and public sector fleet departments nationwide.			
City staff is recommending piggybacking the GSA Contract #GS-35F-0251U for the purchase of Fleet software licenses, maintenance, and support services.			
SOURCE OF FUNDS WORKSHEET FY 2022 – FLEET FUND TRANSFER TO ITC FUND- 65010071-091525			
Recommended Action : ADOPT RESOLUTION 2021-XX APPROVING PIGGYBACKING THE GSA CONTRACT #GS-35F-0251U WITH TT FASTER DBA FASTER ASSET SOLUTIONS FOR FLEET MANAGEMENT SOFTWARE AND SUPPORT SERVICES			

City of Palm Coast, Florida

Agenda Item

Agenda Date : October 19, 2021

Department	FLEET	Amount	Over \$30,000.00
Item Key	12100	Account #	65010071-052000
Subject	RESOLUTION 2021-XX APPROVING PIGGYBACKING THE SOURCEWELL – STATE OF MINNESOTA 031121-TTC CONTRACT WITH THE TORO COMPANY (WESCO TURF DISTBUTOR) FOR THE PURCHASE OF TORO MOWER PARTS		
Presenter : Matt Mancill, Director			
Background : This item is for standard operations. The City of Palm Coast Public Works Fleet Division is seeking approval to piggyback the Sourcewell State of Minnesota Contract #031121-TTC pricing with Wesco Turf, Inc., for the purchase of Toro mower parts. This agreement will provide for the purchase of Toro mower parts required for the day to day operation and maintenance of Citywide equipment. Staff is estimating an annual cost of over \$30,000.00. City of Palm Coast Fleet Maintenance maintains a stock of filters, blades, and other consumables on hand to service and maintain City wide mowers. Other parts are ordered on an as needed basis. By using Toro OEM parts it ensures that the equipment is maintained to original engineering specifications and eliminates potential risks associated with non-compliance with warranty requirements. By Piggybacking the Sourcewell State of Minnesota Contract #031121-TTC with Wesco Turf, Inc., 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 piggybacked contract, 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. City staff is recommending piggybacking the Sourcewell State of Minnesota Contract #031121-TTC with Wesco Turf, Inc. through 4/30/2025 for the purchase of Toro Mower parts for all City locations. 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. Public Works Fleet Department recommends approving this resolution for the continued support of this council priority.			

SOURCE OF FUNDS WORKSHEET FY 2022

FLEET FUND OPERATING SUPP&EQUIP UNDER \$5K 65010071-052000	\$585,920.00
Total Expended/Encumbered to Date.....	\$0.00
Pending Work Orders/Contracts.....	\$0.00
Current (WO/Contract).....	\$35,000.00
Balance.....	\$550,920.00

Recommended Action :

**ADOPT RESOLUTION 2021-XX APPROVING PIGGYBACKING THE SOURCEWELL –
STATE OF MINNESOTA 031121-TTC CONTRACT WITH THE TORO COMPANY (WESCO
TURF DISTBUTOR) FOR THE PURCHASE OF TORO MOWER PARTS**

City of Palm Coast, Florida

Agenda Item

Agenda Date : October 19, 2021

Department FLEET Item Key 12138	Amount \$57,000.00 Account # 65010071-034000										
Subject RESOLUTION 2021-XX APPROVING PIGGYBACKING THE SOURCEWELL STATE OF MINNESOTA AND SAMSARA INC., CONTRACT#020221 FOR FLEET AND EQUIPMENT GPS MONITORING SERVICES											
Presenter : Matt Mancill, Director											
<p>Background : This item is for standard operations.</p> <p>The Public Works Fleet Division is seeking approval to piggyback the Sourcewell State of Minnesota and Samsara Inc., contract #020221 for Fleet and Equipment GPS monitoring Services.</p> <p>This agreement will provide for the replacement of our current GPS monitoring service, which has reached its end of life and will no longer have support. By switching to the Samsara platform, we will be upgrading to newer technology and hardware and a vastly improved web-based interface. This will benefit us in many ways, such as monitoring our fleet and equipment location and status in real-time, the ability to proactively spot issues such as failing batteries and engine fault codes through over-the-air vehicle diagnostics. Avoid road breakdowns and quickly identify vehicles needing service to protect vehicle health and extend vehicle lifetime. Aid in route navigation and plan routes, as well as help track citywide assets.</p> <p>Piggybacking existing competitively bid contracts is advantageous since the pricing is generally more competitive than the price we would obtain on our own. Furthermore, the City does not have to incur the expense and delay of soliciting our own bid. The Fiscal Year 2022 Fleet Budget includes available funding in the amount of \$57,000.00 for this service.</p> <p>City staff is recommending piggybacking the Sourcewell State of Minnesota and Samsara Inc., contract #020221 for Fleet and Equipment GPS monitoring services.</p>											
<p>SOURCE OF FUNDS WORKSHEET FY 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Fleet Management Budget – Contractual Services - 65010071-034000</td> <td style="text-align: right;">\$ 68,200.00</td> </tr> <tr> <td>Total Expended/Encumbered to Date.....</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Pending Work Orders/Contracts.....</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Current (WO/Contract).....</td> <td style="text-align: right;">\$ 57,000.00</td> </tr> <tr> <td>Balance.....</td> <td style="text-align: right;">\$ 11,200.00</td> </tr> </table>		Fleet Management Budget – Contractual Services - 65010071-034000	\$ 68,200.00	Total Expended/Encumbered to Date.....	\$ 0.00	Pending Work Orders/Contracts.....	\$ 0.00	Current (WO/Contract).....	\$ 57,000.00	Balance.....	\$ 11,200.00
Fleet Management Budget – Contractual Services - 65010071-034000	\$ 68,200.00										
Total Expended/Encumbered to Date.....	\$ 0.00										
Pending Work Orders/Contracts.....	\$ 0.00										
Current (WO/Contract).....	\$ 57,000.00										
Balance.....	\$ 11,200.00										
<p>Recommended Action : ADOPT RESOLUTION 2021-XX APPROVING PIGGYBACKING THE SOURCEWELL STATE OF MINNESOTA AND SAMSARA INC., CONTRACT#020221 FOR FLEET AND EQUIPMENT GPS MONITORING SERVICES</p>											

City of Palm Coast, Florida

Agenda Item

Agenda Date : October 19, 2021

Department	Information Technology	Amount	\$165,000
Item Key	11773	Account #	65052525-051020
Subject	RESOLUTION 2021-XX APPROVING A CONTRACT WITH ESRI TO PURCHASE AN ENTERPRISE AGREEMENT FOR ESRI SOFTWARE		
Presenter : Doug Akins, Director of Information Technology			
<p>Background :</p> <p>D. Service Delivery and Efficiency:</p> <p>16) Seek GIS Professional certification for staff to enhance skill set and enhance the utilization of data.</p> <p>GIS plays an important role in maintaining, analyzing and collecting geographical data for the City. City Council recently adopted a priority of certification for GIS staff, underscoring the importance of GIS' function within the City.</p> <p>GIS is responsible for mapping the City of Palm Coast utilizing advanced, geographical data software. The software is utilized for various functions throughout the City including mapping of the Stormwater and Utility networks, disaster preparation and response, right-of-ways and easements, and more. The City of Palm Coast has maintained a GIS division within the IT Department since 2004, and has utilized Esri software, a sole source provider, since then.</p> <p>Esri has been the industry standard for GIS for governments, including the State of Florida since well before 2004. Esri, as an owner and manufacturer, provides software maintenance (technical support plus Esri software updates/upgrades) for Esri products.</p> <p>This contract is to provide license to Esri software, including maintenance, according to the terms of the Enterprise Agreement (EA) for the term of the agreement. The contract with the vendor is for a period of 3 years, an expected contract value of \$165,000 with expected annual costs of \$55,000.</p> <p>The existing Enterprise Agreement contract with Esri expires on November 26, 2021. The first payment for this contract will be in FY22 and funds for this were approved in the FY22 budget.</p>			
SOURCE OF FUNDS WORKSHEET FY 2022			
Information Technology Fund – Internal – Software 65052525-0521020			\$ 1,354,570
Total Expended/Encumbered to Date.....			\$
Pending Work Orders/Contracts.....			\$
Current (WO/Contract).....			\$ 55,000
Balance.....			\$ 1,299,570
Recommended Action :			
ADOPT RESOLUTION 2021-XX APPROVING A CONTRACT WITH ESRI TO PURCHASE AN ENTERPRISE AGREEMENT FOR GIS SOFTWARE			

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	Information Technology	Amount	\$910,000 (not to exceed)
Item Key		Account #	65052525-051020-99080 65052525-064000-99080 54029000-034000-99080
Subject	RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES TO THE ENTERPRISE RESOURCE PLATFORM (ERP) UPDATE		
Presenter : Doug Akins, Director of Information Technology			
Background: COUNCIL PRIORITY: D. Service Delivery and Efficiency: 13) Conduct a cost-benefit analysis regarding implementation and ongoing maintenance of existing and proposed platform(s) (Enterprise Resource Platform).			
UPDATE FROM THE OCTOBER 12, 2021 WORKSHOP This item was heard by City Council at their October 12, 2021 Workshop. There were no changes suggested to this item. The PowerPoint presentation is available in the City Clerk's office.			
ORIGINAL BACKGROUND FROM THE OCTOBER 12, 2021 WORKSHOP The City of Palm Coast currently operates on version 11.3 of Tyler Technology's Munis product. Version 11 was released by Tyler on January of 2016 and the City upgraded its system on August of that year. Since that time, the Munis system hasn't been upgraded or invested in. The City is at a critical point where it is necessary the City upgrade our software in order to continue to receive support. Utility Billing runs on Tyler's Utility Billing (UB Classic) module which is no longer being developed or invested in by Tyler. Tyler is moving all their customers to the new module, Utility Billing Customer Information System (UBCIS). In December 2020, the City began working with Government Finance Officers Association (GFOA) for an ERP and Business Process review. Over the course of several months, GFOA analyzed most of the major business processes of the City including, but not limited to, Finance, HR and Community Development processes. GFOA provided several recommendations on how these processes should be improved. There are several areas, in Human Resources especially, where there is a crucial lack of adequate software support. As a result, many cumbersome workarounds have been put in place to accommodate for the lack of software support. Implementing software solutions, and standardizing the business processes will go a long way in supporting the staff. This modernization project not only advances the product version, but also moves the City from an on-premises deployment to a cloud, or software as a service (SaaS), deployment. Being on Tyler's SaaS environment has several advantages. One of the most important is the ability to easily stay on the most current version of the product, avoiding the current situation the City is experiencing. It also offloads the management of the server, infrastructure, back-end maintenance and security. Another benefit is the high availability of accessing the system. The City will be able to access MUNIS from anywhere there is an internet connection. This is a large project that will span multiple years and constitute a large effort by City staff. The first phase of the project will be upgrading our Munis environment to the 2019 version while			

moving to their SaaS platform (Software as a Service, i.e. Cloud). The second phase of the project will involve migrating Utility from UB Classic to UBCIS, while concurrently implementing some foundational modules for future business process improvements. Phases three through five are all focused on implementing modules and changes related to business process improvements. Phase six would be another upgrade to the latest version of Munis.

An estimated breakdown of project cost and source of funds worksheet is listed below.

ESTIMATED PROJECT COST

Munis Core Upgrade/SaaS Migration.....	\$350,000.00
Utility Billing Upgrade.....	\$200,000.00
ERP Modernization.....	\$360,000.00

SOURCE OF FUNDS WORKSHEET FY 2022

IT INTERNAL MUNIS ANNUAL MAINTENANCE	65052525-051020-99080	\$	160,000.00
IT INTERNAL CAPITAL ERP UPGRADE	65052525-064000-99080	\$	550,000.00
UTILITY CAPITAL ERP UPGRADE	54029000-034000-99080	\$	200,000.00
Total Expended/Encumbered to Date.....		\$	0,000.00
Pending Work Orders/Contracts.....		\$	0.00
Current Project.....		\$	<u>910,000.00</u>
Balance.....		\$	0,000.00

Recommended Action :

ADOPT RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES TO THE ENTERPRISE RESOURCE PLATFORM (ERP) UPDATE

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	Information Technology	Amount	\$350,000 (not to exceed)
Item Key	11772	Account #	54029000-034000-89002
Subject	RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES FOR SCADA NETWORK SECURITY PHASE II		
Presenter : Doug Akins, Director of Information Technology			
Background:			
COUNCIL PRIORITY:			
D. Service Delivery and Efficiency:			
6) Continue to improve communication infrastructure and ensure redundancy as part of basic infrastructure needs.			
UPDATE FROM THE OCTOBER 12, 2021 WORKSHOP			
This item was heard by City Council at their October 12, 2021 Workshop. There were no changes suggested to this item.			
ORIGINAL BACKGROUND FROM THE OCTOBER 12, 2021 WORKSHOP			
In a recent cybersecurity incident in Oldsmar, Florida, hackers were able to gain access to a system and briefly change the levels of sodium hydroxide (lye) being added to the water. This has brought national attention to the seriousness of cybersecurity around critical infrastructure, like water utilities.			
The recommended practice around this type of critical infrastructure is to place utilities on its own network, completely isolated from other networks. The City decided to create and maintain a segregated network for all Utility SCADA systems. Access to this environment will be limited to approved Utility and IT staff.			
Phase II of this project includes additional discovery of SCADA systems that exist on the network and need to be converted to be compliant with the existing Rockwell system.			
The costs outlined below include the fiber work and hardware needed to create a new network (servers, storage, switches, firewalls, etc.). Pricing also includes the licenses needed for the SCADA software and licensing for other systems needed for backup and virtualization on the new network, as well as other related expenses such as electrical and low-voltage work.			
Primarily existing contracts (CDW-G, SHI, and Dell) will be used. Rockwell is the City's existing SCADA software provider. Lumina Group Inc., will also be providing low voltage work.			
An estimated breakdown of Phase II project cost and source of Funds worksheet is listed below.			
ESTIMATED PROJECT COST			
SCADA..... \$ 200,000.00			
Fiber..... \$ 10,000.00			
Misc. Systems..... \$ 50,000.00			
Contingency.....\$ 90,000.00			
SOURCE OF FUNDS WORKSHEET FY 2022			
TREATMENT FACILITIES SCADA UPGRADES 54029000-034000-89002 \$ 350,000.00			
Total Expended/Encumbered to Date..... \$ 0,000.00			
Pending Work Orders/Contracts..... \$ 0.00			
Current Project.....\$ 350,000.00			
Balance..... \$ 0,000.00			

Recommended Action :

ADOPT RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES FOR SCADA NETWORK SECURITY PHASE II

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	Information Technology	Amount	\$250,000 (not to exceed)
Item Key	11771	Account #	65052525-051020
Subject	RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES FOR THE MICROSOFT 365 IMPLEMENTATION		
Presenter: Doug Akins, Director of Information Technology			
Background: This is a standard operation item.			
UPDATE FROM THE OCTOBER 12, 2021 WORKSHOP This item was heard by City Council at their October 12, 2021 Workshop. There were no changes suggested to this item.			
ORIGINAL BACKGROUND FROM THE OCTOBER 12, 2021 WORKSHOP The City currently uses Microsoft Office 2016 for its office suite, and Microsoft SharePoint 2010 as the platform for its intranet.			
Microsoft Office 2016 went out of mainstream support on October 13, 2020, meaning that Office 2016 no longer receives critical updates, and will only get security updates until 2025.			
Microsoft SharePoint 2010 was considered “end of life” on April 13, 2021. That means this version of SharePoint no longer receives critical updates or security updates, and is no longer supported at all by Microsoft.			
Migrating to Office 365 will keep us on the most recent, and fully supported, version of Office and SharePoint. It provides additional functionality like the ability to collaborate on documents simultaneously, and Microsoft Teams integration.			
DSM is planned to be the implementation partner. Licensing is planned to be purchased through SHI using an existing contract.			
An estimated breakdown of project cost and source of Funds worksheet is listed below.			
ESTIMATED PROJECT COST			
Office 365 Licensing.....		\$	220,000.00
Consulting Services.....		\$	30,000.00
SOURCE OF FUNDS WORKSHEET FY 2022			
IT INTERNAL SOFTWARE AND CONSULTING 65052525-051020		\$	250,000.00
Total Expended/Encumbered to Date.....		\$	0.00
Pending Work Orders/Contracts.....		\$	0.00
Current Project.....		\$	250,000.00
Balance.....		\$	0.00
Recommended Action : ADOPT RESOLUTION 2021-XX APPROVING THE PURCHASE OF MATERIALS, EQUIPMENT, CONSULTING SERVICES AND RELATED EXPENSES FOR THE MICROSOFT 365 IMPLEMENTATION			

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 19, 2021

Department	STORMWATER	Amount	\$178,283.08
Item Key	12269	Account	# 54205511-034000-99019
Subject	RESOLUTION 2021-XX APPROVING A WORK ORDER WITH AQUATIC MANAGEMENT PLUS, LLC, FOR WEED CONTROL OF THE FRESHWATER STORMWATER DRAINAGE SYSTEM		
Presenter : Mike Peel			
Background : This item is for standard operations. City Council approved a master services contract with Aquatic Management, LLC to conduct freshwater canal spraying to control aquatic weed growth. Aquatic Management Plus, LLC. has held multiple spray contracts with the City of Palm Coast for the past 12 years. They will spray only state approved herbicides, using multiple pieces of equipment to access all work areas. City staff requested additional services from Aquatic Management Plus, LLC to address ditch spraying. This scope includes an initial and secondary treatment of all ditches within City easements and rights-of-way. Under the existing contract (RFP-CD-18-60), staff negotiated a scope and fee not-to-exceed \$178,283.08 for ditch weed control. City staff has determined that the cost for these services are reasonable and fair and are consistent with these types of services. Funds for this project have been budgeted for out of FY 2022 Stormwater Maintenance budget.			
SOURCE OF FUNDS WORKSHEET FY 2022			
Stormwater Maintenance – Weed Control 54205511-034000-99019		\$	641,600.00
Total Expended/Encumbered to Date.....		\$	456,000.00
Pending Work Orders/Contracts.....		\$	0.00
Current (WO/Contract).....		\$	178,283.08
Balance.....		\$	7,316.92
Recommended Action : ADOPT RESOLUTION 2021-XX APPROVING A WORK ORDER WITH AQUATIC MANAGEMENT PLUS, LLC FOR WEED CONTROL OF THE FRESHWATER STORMWATER DRAINAGE SYSTEM			

City of Palm Coast, Florida Agenda Item

Agenda Date :

Department	COMMUNICATIONS & MARKETING	Amount
Item Key	12101	Account #
Subject	PRESENT CERTIFICATES TO GRADUATING STUDENTS OF THE CITY OF PALM COAST'S CITIZENS ACADEMY CLASS	
Presenter :	Brittany Kershaw	
Background:	<p>The members of the 50th Citizens' Academy Class are graduating today. The Citizens' Academy was created to educate residents about the operation of our City government.</p> <p>During the last five Monday afternoons, from 1:00 to 4:00 p.m., Academy students attended classes; 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.</p>	
Recommended Action :	Present certificates to graduates.	

City of Palm Coast, Florida Agenda Item

Agenda Date : October 19, 2021

Department	CITY CLERK	Amount
Item Key	12286	Account
		#
Subject	DISCUSSION - CITY MANAGER SEARCH	
Presenter :		
Background :	The deadline to accept City Manager applications ends on October 18, 2021. Staff will present all of the applications to City Council at the business meeting on October 19, 2021.	
Recommended Action :	For Council discussion and direction.	

City of Palm Coast, Florida Agenda Item

Agenda Date: October 19, 2021

Department	FINANCIAL SERVICES	Amount
Item Key	12199	Account
		#
Subject	REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR SEPTEMBER 2021	
Presenter:	Denise Bevan, Interim City Manager	
Background:	Attached is a list of all emergency and sole source purchases for the month of September 2021 in accordance with Sec 2.25 of Chapter 2, Article 1 Division 3 of the Code of Ordinances of the City of Palm Coast (Procurement Policy).	
Recommended Action:	For reporting only – via City Manager Comments	