



City of Palm Coast
Agenda
COUNCIL BUSINESS
MEETING

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, January 18, 2022

9:00 AM

COMMUNITY WING

City Staff

Denise Bevan, Interim City Manager

Neysa Borkert, 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.

E. MINUTES

- 1. MINUTES OF THE CITY COUNCIL:
JANUARY 4, 2022 BUSINESS MEETING
JANUARY 11, 2022 WORKSHOP MEETING**

F. PROCLAMATIONS AND PRESENTATIONS

- 2. PROCLAMATION - NATIONAL STALKING AWARENESS MONTH**
- 3. PROCLAMATION - HUMAN TRAFFICKING AWARENESS MONTH**
- 4. PRESENTATION - FLAGLER COUNTY SHERIFF'S OFFICE SAFETY AT EVENTS**
- 5. PRESENTATION - EMPLOYEE RECOGNITION**

G. ORDINANCES SECOND READ

- 6. ORDINANCE 2022-XX APPROVING THE SECURE SPACE REZONING – APPLICATION # 4901**

H. ORDINANCES FIRST READ

- 7. ORDINANCE 2022-XX AMENDING THE FUTURE LAND USE MAP DESIGNATION FOR 40.7+/- ACRES FROM RESIDENTIAL-LOW DENSITY RURAL ESTATE TO INDUSTRIAL WITH POLICY TO LIMIT DEVELOPMENT TO BORROW PITS AND COMPENSATING FLOODPLAIN STORAGE- CLINE/JTL BORROW PIT**
- 8. ORDINANCE 2022-XX AMENDING THE ZONING MAP DESIGNATION FOR 40.7+/- ACRES FROM INDUSTRIAL-PUD (FLAGLER COUNTY DESIGNATION) TO HEAVY INDUSTRIAL (IND-2) (CITY OF PALM COAST DESIGNATION)- CLINE/JTL BORROW PITS**

I. CONSENT

- 9. RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION OF THE A1A FORCEMAIN EXTENSION PROJECT**
- 10. RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR THE WASTEWATER TREATMENT FACILITY NO. 1 GENERATOR REPLACEMENT PROJECT**
- 11. RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION OF THE WILLOW WOODS WATERMAIN AND DRY LINE SEWER PROJECT**

J. PUBLIC PARTICIPATION

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

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

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

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

- 12. REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR NOVEMBER/DECEMBER 2021**

N. ADJOURNMENT

- 13. WORKSHEET**

City of Palm Coast, Florida Agenda Item

Agenda Date : January 18, 2022

| Department Item Key | Amount Account # |
|---|---------------------------------|
| Subject MINUTES OF THE CITY COUNCIL: JANUARY 4, 2021 BUSINESS MEETING JANUARY 11, 2021 WORKSHOP MEETING | |
| Presenter : Virginia Smith, City Clerk | |
| Background : MINUTES OF THE CITY COUNCIL: JANUARY 4, 2021 BUSINESS MEETING JANUARY 11, 2021 WORKSHOP MEETING | |
| Recommended Action : APPROVE MINUTES OF THE CITY COUNCIL: JANUARY 4, 2021 BUSINESS MEETING JANUARY 11, 2021 WORKSHOP MEETING | |
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City of Palm Coast, Florida Agenda Item

Agenda Date : January 18, 2022

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| Department CITY CLERK Item Key 12946 | Amount Account # |
| Subject PROCLAMATION - NATIONAL STALKING AWARENESS MONTH | |
| Presenter : | |
| Background : The Family Life Center has requested the City of Palm Coast proclaim January as National Stalking Awareness Month. Flagler County Advocate Alliance (comprised of Flagler County Sheriff's Office Victim's Advocates, Flagler Beach Police Department Victim Advocates, State Attorney's Victim Advocate Seventh Judicial Circuit Flagler, and Family Life Center) are working together to increase public understanding of this problem and mobilize community efforts to end stalking. | |
| Recommended Action : PROCLAIM JANUARY 2022 AS NATIONAL STALKING AWARENESS MONTH | |
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City of Palm Coast, Florida Agenda Item

Agenda Date : January 18, 2022

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|--|---|
| Department CITY CLERK Item Key 12945 | Amount Account # |
| Subject PROCLAMATION – HUMAN TRAFFICKING AWARENESS MONTH | |
| Presenter : | |
| Background : The Family Life Center has requested the City of Palm Coast proclaim January 2022 as Human Trafficking Awareness Month. Human Trafficking Awareness Day is observed on January 11 in municipalities across the country in order to educate the public and raise awareness about human trafficking. Flagler County Advocates Alliance (comprised of Flagler County Sheriff's Office Victim's Advocates, Flagler Beach Police Department Victim Advocate, State Attorney's Victim Advocate Seventh Judicial Circuit Flagler, and Family Life Center) are working together to increase public understanding of this problem and mobilize community efforts to end Human Trafficking. | |
| Recommended Action : PROCLAIM JANUARY 2022 AS HUMAN TRAFFICKING AWARENESS MONTH | |
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City of Palm Coast, Florida Agenda Item

Agenda Date : January 18, 2022

| Department Item Key | Amount Account # |
|---|---------------------------------|
| Subject PRESENTATION - FLAGLER COUNTY SHERIFF'S OFFICE SAFETY AT EVENTS | |
| Presenter : FLAGLER COUNTY SHERIFF'S OFFICE | |
| Background : The Flagler County Sheriff's Office will present to Council on safety at events. | |
| Recommended Action : FOR PRESENTATION ONLY. | |
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City of Palm Coast, Florida Agenda Item

Agenda Date: January 18, 2022

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|-----------------------------|---|----------------------|
| Department | COMMUNICATIONS & MARKETING | Amount |
| Item Key | 12922 | Account # |
| Subject | PRESENTATION - EMPLOYEE RECOGNITION | |
| Presenter: | BRITTANY KERSHAW, PUBLIC INFORMATION & ENGAGEMENT DIRECTOR | |
| Background: | A presentation for City Council highlighting employee recognitions. | |
| Recommended Action : | PRESENTATION PURPOSES ONLY | |
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City of Palm Coast, Florida Agenda Item

Agenda Date: January 18, 2022

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|---|---------------------------------|
| Department PLANNING Item Key 12975 | Amount Account |
| Subject ORDINANCE 2022-XX APPROVING THE SECURE SPACE REZONING – APPLICATION # 4901 | |
| Presenter: Bill Hoover, Senior Planner, AICP | |
| Background: THIS IS A QUASI-JUDICIAL ITEM. PLEASE REMEMBER TO DISCLOSE ANY EX-PARTE COMMUNITCATIONS. <u>UPDATE FROM THE JANUARY 4, 2022 BUSINESS MEETING.</u> This item was heard by City Council at their January 4, 2022 Business Meeting. There were no changes suggested to this item. <u>ORIGINAL BACKGROUND FROM THE JANUARY 4, 2022 BUSINESS MEETING.</u> Jay Livingston, Attorney on behalf of the owner OKR Investors, LLC, is requesting a rezoning on 23.33 +/- acres of land located on the west side of Old Kings Road about one-half mile north of the intersection between Old Kings Road and Town Center Boulevard, from the General Office (OFC-2) Zoning District to the General Commercial (COM-2) Zoning District. On December 26, 2018, OKR Investors, LLC purchased eight parcels located on the west side of Old Kings Road extending from just north of the intersection between Old Kings Road and Town Center Boulevard to approximately two-third miles to the north of that intersection. On November 25, 2019, one parcel located at 3830 Old Kings Road was sold off to a sister LLC and developed for the Gold Choice Assisted Living Facility (ALF) that opened in the second quarter of 2021. On February 28, 2021, Attorney Jay Livingston on behalf of OKR Investors, LLC submitted a rezoning petition on six of the seven remaining parcels owned by OKR Investors, LLC with the intention to develop the Old Kings Gardens residential community. The rezoning was from General Office (OFC-2) and General Commercial (COM-2) to the Duplex (DPX) Zoning District. This project was recommended for denial to the City Council by the Planning and Land Development Regulation Board (PLDRB) on April 21, 2021 and the applicant decided not to move forward and find another use for the land. OKR Investors, LLC wants to rezone the two parcels in order to develop a self-storage facility that would include covered RV and boat storage spaces. Since the COM-2 Zoning District does not allow self-storage facilities as a permitted use OKR Investors, LLC has also applied for a companion petition requesting the PLDRB approve a Special Exception allowing self-storage facilities. | |

Public Participation: A neighborhood information meeting was held on December 8, 2021 starting at 5:30 PM at the Community Center. Eighteen persons from the public attended this meeting as well as the applicant's team and two City staff members. The applicant erected two City provided signs along Old Kings Road and the City has run news ads about two weeks prior to each public hearing.

Planning and Land Development Regulation Board (PLDRB):

The PLDRB public hearing was held at 5:30 PM on December 15, 2021. Six persons from the public spoke against this project and one person spoke for this project. The PLDRB found this project in compliance with the Comprehensive Plan and recommended approval to City Council by a 6 – 0 vote.

Recommended Action:

The Planning and Land Development Regulation Board recommended approval to City Council of Secure Space Application No. 4901 to rezone 23.33 +/- acres from the General Office (OFC-2) Zoning District to the General Commercial (COM-2) Zoning District.

City of Palm Coast, Florida Agenda Item

Agenda Date : January 18, 2022

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| Department PLANNING Item Key 12972 | Amount Account # |
| Subject ORDINANCE 2021-XX AMENDING THE FUTURE LAND USE MAP DESIGNATION FOR 40.7+/- ACRES FROM RESIDENTIAL-LOW DENSITY RURAL ESTATE TO INDUSTRIAL WITH POLICY TO LIMIT DEVELOPMENT TO BORROW PITS AND COMPENSATING FLOODPLAIN STORAGE- CLINE/JTL BORROW PIT | |
| Presenter : Jose Papa | |
| Background: THIS IS A LEGISLATIVE MATTER. The subject area is approximately 40.7 acres located 1.5 miles south of State Road 100 on the westside of Seminole Woods Blvd. The application is a proposed FLUM amendment to change the current Flagler County designation of Residential-Low Density Rural Estate to City designation of Industrial along with a site specific policy to limit development on the properties to borrow pits and compensating floodplain storage. There is a companion zoning map amendment to change the subject parcels' designation from Industrial-PUD (Flagler County) to Industrial-2 (IND-2) (City of Palm Coast). 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. The analysis indicates that there will be a reduction on the demand for public facilities and infrastructure. This reduction is due to a policy that will limit development on the subject properties to a borrow pit. The policy will prohibit other Industrial development (storage, mini-warehouse, or light manufacturing) which will likely create a higher demand on public facilities and infrastructure.• Compatibility with surrounding land uses. The proposed FLUM designations are generally consistent with the surrounding properties. Completion of the borrow pit activities will create an appropriate buffer between Flagler County Airport and the residential uses located south of the subject property. | |
| Planning and Land Development Regulation Board (PLDRB) Public Hearing The PLDRB held a public hearing on December 15, 2021 to review and hear public comments on the proposed FLUM amendment. There were no public comments and the PLDRB unanimously recommended that City Council approve the proposed amendment. | |

Recommended Action: The Planning and Land Development Regulation Board (PLDRB) finds Application #4904 consistent with the Comprehensive Plan and recommend that City Council approve the FLUM amendment from Flagler County designation of Residential-Low Density Rural Estate to City designation of Industrial. As well as a site specific policy to limit development on the properties to borrow pits and compensating floodplain storage- Cline/JTL Borrow Pit.

City of Palm Coast, Florida Agenda Item

Agenda Date : January 18, 2022

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| Department | PLANNING | Amount |
| Item Key | 12973 | Account |
| | | # |
| Subject | ORDINANCE 2022-XX AMENDING THE ZONING MAP DESIGNATION FOR 40.7+/- ACRES FROM INDUSTRIAL-PUD (FLAGLER COUNTY DESIGNATION) TO HEAVY INDUSTRIAL (IND-2) (CITY OF PALM COAST DESIGNATION) – CLINE/JTL BORROW PITS | |
| Presenter : | Jose Papa | |
| Background: | <p>THIS IS A QUASI-JUDICIAL MATTER. PLEASE REMEMBER TO DISCLOSE ANY EX-PARTE COMMUNICATIONS.</p> <p>This subject area is approximately 40.7 acres located approximately 1.5 miles south of State Road 100 on the westside of Seminole Woods Blvd. The proposed amendment will amend the zoning designation of the area from Industrial-PUD (Flagler County designation) to Heavy Industrial (IND-2).</p> <p>This item is a companion application to a proposed Comprehensive Plan Amendment to change the designation of the subject area from Residential-Low Density Rural Estate to Industrial, there is also a site specific policy to limit development to borrow pits and compensating floodplain storage.</p> <p>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:</p> <ul style="list-style-type: none">- the proposed rezoning is not in conflict or contrary to the public interest, the expansion of industrial zoned areas adjacent to the Flagler County airport is appropriate and in the long run the borrow pit site has the potential to enhance the buffer between the airport and the residential areas south of the Iroquois Waterway,- the proposed rezoning is consistent with the Comprehensive Plan, the proposed rezoning and will not have a negative impact on public infrastructure and services,- 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 to the north, west, and east. The residential uses will be buffered by the Iroquois Waterway and at the end of the borrow pit operations, an open space area will be provided between the airport uses and the residential uses to the south of the subject properties, | |

- the proposed rezoning will have a positive impact on the economy, in addition to providing potential employment opportunities, the fill material extracted from the site is a crucial component for one of the City's leading employment sector, the construction industry, and
- the rezoning furthers a legitimate public purpose by providing for an expansion of Industrial areas adjacent to the airport, providing a crucial construction material for the local building industry, as well as in the long-term enhancing the buffer between the Airport and the surrounding residential areas

Planning and Land Development Regulation Board (PLDRB) Public Hearing

The PLDRB held a public hearing on December 15 to review and hear public comments on the proposed zoning map amendment. There were no public comments and the PLDRB unanimously recommended that City Council approve the proposed amendment.

Recommended Action: The Planning and Land Development Regulation Board finds Application #4903 consistent with the Comprehensive Plan and recommends that City Council APPROVE Application #4903, a proposed zoning map amendment from Industrial-PUD (Flagler County designation) to Heavy Industrial (IND-2) (City of Palm Coast designation)-CLINE/JTL BORROW PITS

City of Palm Coast, Florida Agenda Item

Agenda Date: January 18, 2022

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|---|--|----------------|------------------------|
| Department | Utility/Engineering | Amount | \$405,834.00 |
| Item Key | 13034 | Account | #54029082-063000-95005 |
| Subject | RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION OF THE A1A FORCEMAIN EXTENSION PROJECT | | |
| Presenter : | Alex Blake | | |
| Background : | <p>COUNCIL PRIORITY: D. Service Delivery and Efficiency</p> <p>4.) Continue to implement water and wastewater utility improvements to harden facilities to mitigate the impacts of flooding and other hazards.</p> <p>The A1A Forcemain Extension project involves extension of the City's existing 12-inch sanitary sewer forcemain along A1A, from Jungle Hut Rd to Mala Compra Rd, approximately 2.3 miles and smaller forcemain sections along Mala Compra Rd, approximately 0.5 miles, in order to serve the Flagler County Hammock Community Center. The project will provide forcemain capacity for future customer connections for County areas on the A1A peninsula that is within the City's utility service territory. Flagler County received fiscal recovery funding from the Federal issued American Rescue Plan Act 2021. The funding is allowed to be used on wastewater infrastructure. On January 4, 2022, City Council approved (Resolution#2022-10) the execution of an inter-local agreement with Flagler County, which provides for the City being responsible for the design and construction of the project and Flagler County, using its Rescue Act funds, responsible for reimbursement to the City for the project costs.</p> <p>City staff recommends retaining CPH, Inc., a continuing services engineering consultant for the City, in order to provide engineering design and construction administration of the A1A Forcemain Extension project. Under the existing contract (RFQ-CD-19-12), staff negotiated a scope and fee not-to-exceed of \$405,834.00.</p> <p>This project was not budgeted in the 5-Year Capital Improvement Plan. On January 4th City Council approved (Resolution #2022-8) a budget amendment to increase the Utility Capital Fund from funds related to the American Rescue Cares Act.</p> | | |
| SOURCE OF FUNDS WORKSHEET FY 2022 | | | |
| Util Cap Water Extension 54029082-063000-95005 | | \$ | 630,891.00 |
| Total Expenses/Encumbered to date | | \$ | 0 |
| Pending Work Orders/Contracts | | \$ | 225,057.00 |
| Current Contract | | \$ | 405,834.00 |
| Balance | | \$ | 0 |

Recommended Action :

ADOPT RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION OF THE A1A FORCEMAIN EXTENSION PROJECT

City of Palm Coast, Florida Agenda Item

Agenda Date: January 18, 2022

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| Department | UTILITY/ENGINEERING | Amount | \$223,610.00 | | | | | | | | | | | | |
| Item Key | 13034 | Account | #54029082-063000-82002 | | | | | | | | | | | | |
| Subject | RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR THE WASTEWATER TREATMENT FACILITY NO. 1 GENERATOR REPLACEMENT PROJECT | | | | | | | | | | | | | | |
| Presenter : | Alex Blake | | | | | | | | | | | | | | |
| Background : | <p>COUNCIL PRIORITY: D. Service Delivery and Efficiency</p> <p>4.) Continue to implement water and wastewater utility improvements to harden facilities to mitigate the impacts of flooding and other hazards.</p> <p>Wastewater Treatment Plant No. 1 was initially constructed in 1973 and has undergone several upgrades since that time. The plant has two primary backup generators, rated at 500kW and 1,500kW respectively, each dedicated to different groups of treatment facility equipment. The 500kW generator was installed in 1989 and is in need of replacement and upgrading. CPH is familiar with the facility, having designed a few of the upgrades.</p> <p>City staff recommends retaining CPH, Inc., a continuing services engineering consultant for the City, in order to provide engineering design and construction services for the WWTF No. 1 Generator Replacement project. Under the existing contract (RFQ-CD-19-12), staff negotiated a scope and fee not-to-exceed of \$223,610.00</p> <p>Funds for the project are budgeted in the Utility 5-Year Capital The project is in the Utility 5-Year Capital Improvement Plan.</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">SOURCE OF FUNDS WORKSHEET FY 2022</td> </tr> <tr> <td>WWTP#1 Expansion 54029082-063000-82002</td> <td style="text-align: right;">\$ 5,115,000.00</td> </tr> <tr> <td>Total Expenses/Encumbered to date</td> <td style="text-align: right;">\$ 1,478,693.05</td> </tr> <tr> <td>Pending Work Orders/Contracts</td> <td style="text-align: right;">\$ 0</td> </tr> <tr> <td>Current Contract</td> <td style="text-align: right;"><u>\$ 223,610.00</u></td> </tr> <tr> <td>Balance</td> <td style="text-align: right;">\$ 3,412,696.95</td> </tr> </table> | | | SOURCE OF FUNDS WORKSHEET FY 2022 | | WWTP#1 Expansion 54029082-063000-82002 | \$ 5,115,000.00 | Total Expenses/Encumbered to date | \$ 1,478,693.05 | Pending Work Orders/Contracts | \$ 0 | Current Contract | <u>\$ 223,610.00</u> | Balance | \$ 3,412,696.95 |
| SOURCE OF FUNDS WORKSHEET FY 2022 | | | | | | | | | | | | | | | |
| WWTP#1 Expansion 54029082-063000-82002 | \$ 5,115,000.00 | | | | | | | | | | | | | | |
| Total Expenses/Encumbered to date | \$ 1,478,693.05 | | | | | | | | | | | | | | |
| Pending Work Orders/Contracts | \$ 0 | | | | | | | | | | | | | | |
| Current Contract | <u>\$ 223,610.00</u> | | | | | | | | | | | | | | |
| Balance | \$ 3,412,696.95 | | | | | | | | | | | | | | |
| Recommended Action : | RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR THE WASTEWATER TREATMENT FACILITY NO. 1 GENERATOR REPLACEMENT PROJECT | | | | | | | | | | | | | | |

City of Palm Coast, Florida Agenda Item

Agenda Date: January 18, 2022

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|---|---|
| Department Utility/Engineering Item Key 13034 | Amount \$225,057.00 Account #54029090-063000-95010 |
| Subject RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION OF THE WILLOW WOODS WATERMAIN AND DRY LINE SEWER 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. The Willow Woods residential community is located off of Old A1A, an area of the northern A1A peninsula of Flagler County, and is within the City's utility service territory. Willow Woods has 41 lots of which 24 are occupied. This community is currently not served by municipal utilities. The project involves extension of 8-inch and 6-inch watermains, approximately 4,000 ft. total, throughout the roads of the community, installing water services, fire hydrants, and dry line sewer. The City has an existing 16-inch potable watermain along A1A, from which the 8-inch watermain will be extended. Dry sewer lines will be installed for future use; when sewer pump station facilities and forcemain are available. Flagler County received fiscal recovery funding from the Federal issued American Rescue Plan Act 2021. The funding is allowed to be used on water and wastewater infrastructure. On January 4, 2022, City Council approved (Resolution#2022-10) the execution of an inter-local agreement with Flagler County, which provides for the City being responsible for the design and construction of the project and Flagler County, using its Rescue Act funds, responsible for reimbursement to the City for the project costs. City staff recommends retaining CPH, Inc., a continuing services engineering consultant for the City, in order to provide engineering design and construction administration of the Willow Woods Watermain and Dry Line Sewer project. Under the existing contract (RFQ-CD-19-12), staff negotiated a scope and fee not-to-exceed of \$225,057.00. This project was not budgeted in the 5-Year Capital Improvement Plan. On January 4, 2021 City Council approved (Resolution #2022-8) a budget amendment to increase the Utility Capital Fund from funds related to the American Rescue Cares Act. | |

SOURCE OF FUNDS WORKSHEET FY 2022

| | | |
|---|----|-------------------|
| Util Cap Water extension 54029090-063000-95010 | \$ | 630,891.00 |
| Total Expenses/Encumbered to date | \$ | 0 |
| Pending Work Orders/Contracts | \$ | 0 |
| Current Contract | \$ | <u>225,057.00</u> |
| Balance | \$ | 405,834.00 |

Recommended Action :

RESOLUTION 2022-XX APPROVING A WORK ORDER WITH CPH, INC., FOR ENGINEERING SERVICES FOR THE DESIGN AND CONSTRUCTION ADMINISTRATION OF THE WILLOW WOODS WATERMAIN AND DRY LINE SEWER PROJECT