



# City of Palm Coast Agenda COUNCIL WORKSHOP

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

**Mayor David Alfin**  
**Vice Mayor Eddie Branquinho**  
**Council Member Ed Danko**  
**Council Member John Fanelli III**  
**Council Member Nick Klufas**

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**Tuesday, October 11, 2022**

**9:00 AM**

**COMMUNITY WING**

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## City Staff

**Denise Bevan, 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 and Section 286.26, Florida Statutes, persons needing a reasonable accommodation to participate in any of these proceedings or meeting 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>.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while Council is in session.
- Any person who decides to appeal any decision of the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

## **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 PRESENTATIONS**

- 1 RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE FLAGLER COUNTY LAW ENFORCEMENT IMPACT FEE**
- 2 RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE EMERGENCY MEDICAL SERVICES IMPACT FEE**
- 3 RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE FLAGLER COUNTY LIBRARY IMPACT FEE**
- 4 RESOLUTION 2022-XX APPROVING A MASTER SERVICES AGREEMENT WITH SPORTS FACILITIES COMPANIES FOR THE SPORTS COMPLEX FEASIBILITY STUDY**
- 5 RESOLUTION 2022-XX APPROVING THE CULTURAL ARTS GRANTS FOR THE FISCAL YEAR 2022-2023**

**F PUBLIC PARTICIPATION**

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

**G DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA**

**H DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**

**I DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**

**J ADJOURNMENT**

## 6 AGENDA WORKSHEET AND CALENDAR

# City of Palm Coast, Florida Agenda Item

Agenda Date: October 11, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject</b>	RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE FLAGLER COUNTY LAW ENFORCEMENT IMPACT FEE	
<b>Presenter: Jason DeLorenzo, Chief of Staff</b>		
<p><b>Background:</b>            On December 6, 2021, Flagler County adopted Ordinance 2021-09, known as the Comprehensive Impact Fee Ordinance. The ordinance includes the adoption of an impact fee to fund the capital costs related to the provision of law enforcement services.</p> <p>The County, through funding to the Flagler County Sheriff, has a responsibility to provide law enforcement services within both the unincorporated and incorporated areas of the County. Additional capital facilities and equipment provided by the County that are used for calls for service for the prevention of criminal violations and the apprehension of criminals are necessary to maintain the standard of service currently provided.</p> <p>The ordinance concludes that future growth should contribute its fair share to the cost of improvements and additions to the law enforcement system that are required to accommodate the impact generated by such growth.</p> <p>The ordinance requests that each municipality consider an interlocal agreement for the purpose of collecting such fees: “The Law Enforcement Impact Fees shall be imposed in all unincorporated areas of the County and within all municipalities that consent to the imposition of the law enforcement impact fees within their municipal boundaries”.</p> <p>The adopted impact fee for a single-family home is \$218 per dwelling unit. A complete schedule of fees is included in Section 17-62 of the ordinance.</p>		
<p><b>Recommended Action:</b>  <b>ADOPT RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE FLAGLER COUNTY LAW ENFORCEMENT IMPACT FEE</b></p>		

# City of Palm Coast, Florida Agenda Item

Agenda Date: October 11, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject</b>	RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE EMERGENCY MEDICAL SERVICES IMPACT FEE	
<b>Presenter: Jason DeLorenzo, Chief of Staff</b>		
<p><b>Background:</b>            On December 6, 2021, Flagler County adopted Ordinance 2021-09, known as the Comprehensive Impact Fee Ordinance. The ordinance includes the adoption of an impact fee to fund the capital costs related to the additions to the Emergency Medical Services.</p> <p>Development necessitated by the growth contemplated in the Flagler County Comprehensive Plan and the Emergency Medical Services Impact Fee Study will require improvements and additions to the Emergency Medical Services System to accommodate the new development generated by such growth and to maintain the standards of service provided by the Emergency Medical Services System.</p> <p>Future growth should contribute its fair share to the cost of improvements and additions to the law enforcement system that are required to accommodate the impact generated by such growth.</p> <p>The ordinance requests that each municipality consider an interlocal agreement for the purpose of collecting such fees: "The Emergency Medical Services Impact Fees shall be imposed in all unincorporated areas of the County and within all municipalities that consent to the imposition of the law enforcement impact fees within their municipal boundaries".</p> <p>The adopted impact fee for a single-family home is \$62 per dwelling unit. A complete schedule of fees is included in Section 17-82 of the ordinance.</p>		
<p><b>Recommended Action:</b>  <b>ADOPT RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE FLAGLER COUNTY EMERGENCY MEDICAL SERVICES IMPACT FEE</b></p>		

## City of Palm Coast, Florida Agenda Item

Agenda Date: October 11, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject</b>	RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE FLAGLER COUNTY LIBRARY IMPACT FEE	
<b>Presenter: Jason DeLorenzo, Chief of Staff</b>		
<p><b>Background:</b>            On December 6, 2021, Flagler County adopted Ordinance 2021-09, known as the Comprehensive Impact Fee Ordinance. The ordinance includes the adoption of an impact fee to fund the capital costs related to the additions to the Library Service.</p> <p>Development necessitated by the growth contemplated in the Flagler County Comprehensive Plan and the Library Impact Fee Study will require improvements and additions to the Library System to accommodate the new development generated by such growth and to maintain the standards of service provided by the Library System.</p> <p>Future growth should contribute its fair share to the cost of improvements and additions to the law enforcement system that are required to accommodate the impact generated by such growth.</p> <p>The ordinance requests that each municipality consider an interlocal agreement for the purpose of collecting such fees: "The Flagler County Library Impact Fees shall be imposed in all unincorporated areas of the County and within all municipalities that consent to the imposition of the law enforcement impact fees within their municipal boundaries".</p> <p>The adopted impact fee for a single-family home is \$268 per dwelling unit. A complete schedule of fees is included in Section 17-92 of the ordinance.</p>		
<p><b>Recommended Action :</b>  <b>ADOPT RESOLUTION 2022-XX APPROVING AN INTERLOCAL AGREEMENT FOR THE COLLECTION OF THE FLAGLER COUNTY LIBRARY IMPACT FEE</b></p>		

## City of Palm Coast, Florida Agenda Item

Agenda Date : October 11, 2022

<p><b>Department</b> CITY ADMINISTRATION <b>Division</b></p>	<p><b>Amount</b> \$113,870 <b>Account #</b> 10012103-049000</p>
<p><b>Subject</b> RESOLUTION 2022-XX APPROVING A MASTER SERVICES AGREEMENT WITH SPORTS FACILITIES COMPANIES FOR THE SPORTS COMPLEX FEASABILITY STUDY</p>	
<p><b>Presenter : Lauren Johnston, Assistant City Manager</b></p>	
<p><b>Background :</b></p> <p>Through the Strategic Action Plan, City Council identified a priority for the westward expansion.</p> <p>A5. The westward expansion is guided by master planning for smart, managed, growth. Economic development is driven by Town Center regional destination initiatives. Economic growth and community marketing are supported by competitive youth sport activity centers catering to young athletes, families, and fans from regional and distant locations.</p> <p>The Sports Complex feasibility study will determine the market demand and feasibility of developing a sports complex. The City suspects there may be a growing need for high quality venues to host regional, state-wide and even national sporting events and at the same time providing excellent facilities for resident use. The City presently has facilities that accomplish some of these same purposes and wishes to understand the impacts of a new complex on enhanced opportunities to produce economic development through visitor spending.</p> <p>In accordance with the City's Purchasing Policy, City staff advertised for a request for qualifications. The City received seven (7) responses. The evaluation team ranked the qualifications and selected Sports Facilities Companies to conduct the study.</p> <p>The agreement amount for these services is \$113,870.</p>	
<p><b>Recommended Action :</b> <b>ADOPT RESOLUTION 2022-XX APPROVING A MASTER SERVICES AGREEMENT WITH SPORTS FACILITIES COMPANIES FOR THE SPORTS COMPLEX FEASABILITY STUDY</b></p>	

# City of Palm Coast, Florida Agenda Item

Agenda Date : October 11, 2022

<b>Department</b>	PARKS AND RECREATION	<b>Amount</b>
<b>Division</b>	PARK & RECREATION	<b>Account #</b>
<b>Subject</b>	RESOLUTION 2022-XX APPROVING THE CULTURAL ARTS GRANTS FOR THE FISCAL YEAR 2022-2023	
<b>Presenter: James Hirst, Director of Parks &amp; Recreation and Katelyn Anderson, Parks &amp; Recreation Senior Staff Assistant</b>		
<b>Background:</b> The City of Palm Coast has sponsored the annual Cultural Arts Financial Assistance Matching Grant program since 2002.  The Cultural Arts organizations highlighted in our PowerPoint presentation have expressed a desire to receive grant monies from the City of Palm Coast for programs and/or events held within the City. The City of Palm Coast has supported many local organizations over the past twenty-one years by awarding Cultural Arts Grants to eligible applicants.  Thirteen applications were accepted for review for Fiscal Year 2022-2023. This year, our team of City employees met on September 16, 2022, in a public meeting with the applicants. The committee reviewed the thirteen applications to make sure they met the qualifications of the rubric and received a passing score. Attached is the recommendation for Council consideration.  The applications are available in the City Clerk's office.		
<b>Recommended Action :</b> <b>ADOPT RESOLUTION 2022-XX APPROVING THE CULTURAL ARTS GRANTS FOR A TOTAL OF \$39,000.00 FOR THE FISCAL YEAR 2022-2023</b>		