



**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 Ed Danko**  
**Council Member John Fanelli III**  
**Council Member Nick Klufas**

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**Tuesday, April 19, 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 portions of the agenda at the times indicated by the Chair during the meeting.

**E. MINUTES**

- 1. MINUTES OF THE CITY COUNCIL:  
APRIL 5, 2022 BUSINESS MEETING  
APRIL 12, 2022 WORKSHOP MEETING**

**F. PRESENTATIONS AND PROCLAMATIONS**

- 2. PROCLAMATION - COMMUNITY VOLUNTEER MONTH**
- 3. PROCLAMATION - NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**
- 4. PROCLAMATION - APRIL AS SEXUAL ASSAULT AWARENESS MONTH**
- 5. PROCLAMATION - NATIONAL CRIME VICTIMS' RIGHTS WEEK APRIL 24, 2022 THROUGH APRIL 30, 2022**
- 6. PRESENTATION - VOLUNTEER FIRE FIGHTER SERVICE AWARDS**
- 7. PRESENTATION - EMPLOYEE RECOGNITION**

**G. RESOLUTIONS**

- 8. RESOLUTION 2022-XX APPROVING A WORK ORDER WITH ENGLAND-THIMS & MILLER, INC. TO PROVIDE ENGINEERING SERVICES FOR FINAL WATER QUALITY MONITORING PROGRAM IMPLEMENTATION**

**H. ORDINANCES SECOND READ**

- 9. ORDINANCE 2022-XX AMENDMENTS TO THE COMPREHENSIVE PLAN BASED ON EVALUATION AND APPRAISAL PROCESS**
- 10. ORDINANCE 2022-XX PURSUANT TO ARTICLE IV, SECTION 6 OF THE CITY OF PALM COAST CHARTER, ADOPTING AN INCREASE TO THE MAYOR AND CITY COUNCIL MEMBERS' COMPENSATION**

**I. CONSENT**

- 11. RESOLUTION 2022-XX APPROVING FLEET PURCHASES OF (2) JLG T350 TOW-PRO BOOM LIFT, (1) HYDRAULIC EXCAVATOR, AND (1) TRAILER**
- 12. RESOLUTION 2022-XX APPROVING THE PIGGYBACK OF NJPA/SOURCEWELL, STATE OF MINNESOTA CONTRACT#070121 WITH JOHNSON CONTROLS FOR THE PURCHASING OF EQUIPMENT, PARTS, INSTALLATION AND SERVICE FOR THE CITY'S HVAC AND BUILDING AUTOMATION SYSTEMS**

**J. OTHER BUSINESS**

- 13. APPOINTMENT TO FILL A VACANCY ON THE BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE (BEAC)**

**K. PUBLIC PARTICIPATION**

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

**L. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA**

**M. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**

**N. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**

- 14. REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR MARCH 2022**

**O. ADJOURNMENT**

- 15. WORKSHEET**

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b> CITY ADMINISTRATION	<b>Amount</b>
<b>Division</b>	<b>Account</b>
	<b>#</b>
<b>Subject</b> MINUTES OF THE CITY COUNCIL: APRIL 5, 2022 BUSINESS MEETING APRIL 12, 2022 WORKSHOP MEETING	
<b>Presenter : Virginia Smith, City Clerk</b>	
<b>Background :</b>	
<b>Recommended Action :</b> <b>APPROVE MINUTES OF THE CITY COUNCIL:</b> <b>APRIL 5, 2022 BUSINESS MEETING</b> <b>APRIL 12, 2022 WORKSHOP MEETING</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date: April 19, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PROCLAMATION – COMMUNITY VOLUNTEER MONTH	
<b>Presenter: Mayor and City Council</b>	
<b>Background:</b> The Palm Coast City Council will present a proclamation to the volunteers of the City of Palm Coast Boards and Committees as well as the Volunteer Firefighters for Palm Coast. April is both Florida Volunteer Month and National Volunteer Week (from April 17-23). The City of Palm Coast has over 70 volunteers who deserve special recognition for their contributions to the City. These volunteers assist our firefighters and fire police and serve as members of our Code Enforcement Board, Planning and Land Development Review Board, Volunteer Fire Fighter Pension Board, and the Beautification and Environment Advisory Committee.	
<b>Recommended Action :</b> <b>PROCLAMATION- COMMUNITY VOLUNTEER MONTH</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PROCLAMATION - NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK	
<b>Presenter : Mayor and City Council</b>	
<b>Background :</b> The Flagler County Sheriff's Office has requested the City proclaim the week of April 10, 2022 through April 16, 2022 as National Public Safety Telecommunicators Week.	
<b>Recommended Action :</b> <b>PROCLAIM APRIL 10, 2022 THROUGH APRIL 16, 2022 AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PROCLAMATION - APRIL AS SEXUAL ASSAULT AWARENESS MONTH	
<b>Presenter : Mayor and City Council</b>	
<b>Background :</b> The Flagler County Advocate Alliance and Flagler Sexual Assault Response Team (comprised of Victim Advocates and Representatives from Bunnell Police Department, Family Life Center, Flagler Beach Police Department, Flagler County Sheriff's Office and the Office of the State Attorney, Seventh Judicial Circuit, Flagler Fire Rescue, AdventHealth Palm Coast, and many more) is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim responders, and working for a better future for all victims and survivors  The Family Life Center has requested the City proclaim April as Sexual Assault Awareness month.	
<b>Recommended Action :</b> <b>PROCLAIM APRIL AS SEXUAL ASSAULT AWARENESS MONTH</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PROCLAMATION - NATIONAL CRIME VICTIMS' RIGHTS WEEK	
<b>Presenter : Mayor and City Council</b>	
<b>Background :</b> 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) and the Victim's Service Coalition of the 7th Judicial Circuit are working together to support and protect the rights of victims of crime.  The Family Life Center has requested the City proclaim April 24, 2022 through April 30, 2022 as National Crime Victims' Rights week.	
<b>Recommended Action :</b> <b>PROCLAIM APRIL AS NATIONAL CRIME VICTIM'S RIGHTS WEEK</b>	



# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PRESENTATION - VOLUNTEER FIRE FIGHTER SERVICE AWARDS	
<b>Presenter : Timothy Wilsey, Volunteer Fire Fighter Battalion Chief</b>	
<b>Background :</b> This item is to recognize three (3) Volunteer Fire Fighters with 30 years of service.	
<b>Recommended Action :</b> <b>FOR PRESENTATION ONLY</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date: April 19, 2022

<b>Department</b>	COMMUNICATIONS & MARKETING	<b>Amount</b>
<b>Division</b>		<b>Account #</b>
<b>Subject</b>	PRESENTATION - EMPLOYEE RECOGNITION	
<b>Presenter: Brittany Kershaw, Communications &amp; Marketing Director</b>		
<b>Background:</b> A presentation for City Council highlighting employee recognitions.		
<b>Recommended Action :</b> <b>For PRESENTATION PURPOSES ONLY</b>		

# City of Palm Coast, Florida Agenda Item

Agenda Date: April 19, 2022

<b>Department</b>	CONSTRUCTION MANAGEMENT & ENGINEERING	<b>Amount</b>	\$112,193.00
<b>Division</b>	STORMWATER	<b>Account</b>	# 54205509-031000
<b>Subject</b>	RESOLUTION 2022-XX APPROVING A WORK ORDER WITH ENGLAND-THIMS & MILLER, INC. TO PROVIDE ENGINEERING SERVICES FOR FINAL WATER QUALITY MONITORING PROGRAM IMPLEMENTATION		
<b>Presenter : Carmelo Morales, Stormwater Design &amp; Construction Engineer</b>			
<b>Background :</b>			
<b>COUNCIL PRIORITY:</b> <b>This item is for Standard Operations.</b>			
<p>On August 18, 2020, Council approved a work order with England-Thims &amp; Miller to develop a Citywide water quality monitoring strategy that would direct a long-term vision for a future monitoring program and be a prioritization tool for identification of watersheds of the highest priority. The development of a monitoring plan was intended to be an extension of the water quality monitoring strategy and provide specific guidance for the City regarding monitoring locations and approaches. The development of the Plan included a desktop survey to select potential monitoring locations within the four highest priority watersheds and a field investigation of those locations to finalize the site selection and appropriate data collection approaches for the four sites.</p>			
<p>A pilot water quality monitoring station was installed in the Lehigh Canal watershed, which was one of the four priority watersheds identified in the water quality monitoring strategy. The project included a retrofit of the City's R-1 station to a new Campbell Scientific data collection platform, the installation of real-time water quality sensors, a secondary stage measurement sensor and rainfall gage, and the development of dashboards to visualize data and control the R-1 actuator. Based on the results of this initial pilot project, the City would like to continue data collection at the R-1 station and install a new water quality station in another of the priority watersheds, the Matanzas River watershed.</p>			
<p>Under the existing contract (RFSQ-CD-19-70), staff negotiated a scope and fee not-to-exceed \$112,193.00 with England-Thims &amp; Miller. City staff has determined that the cost of services are reasonable and fair and are consistent with these types of services for a project of this size and scope.</p>			
<p>Funds for this project have been budgeted for out of FY 2022 Stormwater Engineering account.</p>			

**SOURCE OF FUNDS WORKSHEET FY 2022**

SW Engineering- Professional Services 54205509-031000	\$ 175,000.00
Total Expended/Encumbered to Date.....	53,769.40
Pending Work Orders/Contracts.....	0
Current (WO/Contract).....	\$ 112,193.00
<b>Balance</b> .....	<b>\$ 9,037.60</b>

**Recommended Action :**

**ADOPT RESOLUTION 2022-XX APPROVING A WORK ORDER WITH ENGLAND-THIMS & MILLER, INC. TO PROVIDE ENGINEERING SERVICES FOR FINAL WATER QUALITY MONITORING PROGRAM IMPLEMENTATION**

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject</b>	ORDINANCE 2022-XX AMENDMENTS TO THE COMPREHENSIVE PLAN BASED ON EVALUATION AND APPRAISAL PROCESS	
<b>Presenter : Jose Papa, Sr. Planner</b>		
<p><b>Background:</b> <b>THIS IS A LEGISLATIVE MATTER.</b></p> <p><b><u>UPDATE FROM THE FEBRUARY 1, 2022 BUSINESS MEETING</u></b></p> <p>This item was heard by City Council at their February 1, 2022 Business Meeting. There were no changes suggested to this item. After 1<sup>st</sup> reading, the proposed amendments were sent to the Department of Economic Opportunity and other state agencies including the Dept. of Transportation, the Water Management District, the Regional Council, the Dept. of Environmental Protection). The agencies were provided 60 days to provide any objections, recommendations, or comments on the proposed amendments. The review agencies did not provide any recommendations for changes.</p> <p><b><u>ORIGINAL BACKGROUND FROM THE FEBRUARY 1, 2022 BUSINESS MEETING</u></b></p> <p>Florida Statutes requires each municipality to submit and have an approved Comprehensive Plan. As stated in Florida Statutes, “the comprehensive plan shall provide the principles, guidelines, standards, and strategies for the orderly and balanced future economic, social, physical, environmental, and fiscal development” ... of a community. A Comprehensive Plan contains the goals, objectives, and policies that describe how the local government’s programs, activities, and land development regulations will be initiated, modified, or continued to implement the comprehensive plan in a consistent manner. The plan shall establish meaningful and predictable standards for the use and development of land and provide meaningful guidelines for the content of more detailed land development and use regulations. Additionally, the Comprehensive Plan includes a map series which includes the Future Land Use Map (FLUM). The FLUM is a general depiction of the potential uses for a parcel of land in the City and provides the basis for the more detailed zoning map.</p> <p>The City of Palm Coast adopted its first Comprehensive Plan in 2004. In addition to site specific Future Land Use Map amendments, the City also adopted amendments as follows:</p> <ul style="list-style-type: none"> <li>• 2010 - Major update of the Comprehensive Plan to move timeframe from 2020 to 2035,</li> <li>• 2015 – Evaluation and Appraisal Based Amendment, and</li> <li>• 2018 - Update of the Water Supply Plan (Infrastructure Element, and Capital Improvements Element).</li> </ul>		

## **Proposed Amendments based on Evaluation and Appraisal of the Comprehensive Plan**

The proposed amendments are initiated based on the Evaluation and Appraisal of the Comprehensive Plan as outlined in Florida Statutes.

### **The Evaluation and Appraisal of the Comprehensive Plan Process (Chapter 163.3191)**

1. Every seven years, the City must determine whether the need exists to amend the comprehensive plan to reflect changes in state requirements since the last time the comprehensive plan was updated. **The last Evaluation and Appraisal Update to the Comprehensive Plan was in 2015.**
2. Notify the state land planning agency by letter of this determination. **The DEO received the City's Evaluation and Appraisal letter on February 10, 2021.**
3. If the local government determines amendments to the comprehensive plan are necessary, the local government shall prepare and transmit the proposed amendments to the State Land Planning Agency within one year of such determination. **The City's amendments are due on February 10, 2022.**
4. Failure to submit proposed amendments within one year of notification may not amend its comprehensive plan until it complies with the requirements. **City staff proposes adoption of the Evaluation and Appraisal Amendments by April 2022.**
5. The evaluation and appraisal should address **changes in state requirements** since the last update of the comprehensive plan and **update the plan based on changes to local conditions.**

In order to meet the requirements of Chapter 163.3191, City staff reviewed the Comprehensive Plan to identify amendments required due to changes in state statutes since 2015 (the time of the last Evaluation and Appraisal Update), as well as necessary updates (changes to dates or references). These amendments are summarized below.

### **Amendments Due to Changes in State Statutes**

**No amendments necessary.** In 2021, the Florida Legislature passed legislation requiring all Comprehensive Plans to include a Private Property Rights Element. The City adopted this element on September 2021. Other changes to Florida Statutes since 2016 do not require an amendment to the Comprehensive Plan.

### **Amendments to Update References (Housekeeping Items):**

A review of the comprehensive plan revealed some outdated references to documents associated with capital improvements. As a result, staff proposes to update dates and references to documents and projects in the following elements of the Comprehensive Plan.

- Public Recreation and Open Space – the proposed amendment will update the inventory of Recreation facilities, and the list of short-range (5-years and less), mid-range (6-10 years), and long-range (10+ years) park projects based on the capital improvements plan as reviewed and adopted annually by City Council.
- Capital Improvements – the proposed amendment will update reference to the most

recently adopted School District Work Plan (FY 21/22). This most recent work plan includes proposed capacity improvements through addition of seats at Matanzas High School, the construction of a new Middle School, and planning for a new High School.

- Public School Facilities – update language to cite most recent School District Work Plan

At the January 19, 2022, Planning and Land Development Regulation Board meeting, these amendments were approved by a vote of 6 to 0. No comments were received from the Board nor the public.

**Recommended Action :**  
**ADOPT ORDINANCE 2022-XX AMENDMENTS TO THE COMPREHENSIVE PLAN BASED ON EVALUATION AND APPRAISAL PROCESS**

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b>	MAYOR AND CITY COUNCIL	<b>Amount</b>
<b>Division</b>	CITY CLERK	<b>Account #</b>
<b>Subject</b>	ORDINANCE 2022-XX PURSUANT TO ARTICLE IV, SECTION 6 OF THE CITY OF PALM COAST CHARTER, ADOPTING AN INCREASE TO THE MAYOR AND CITY COUNCIL MEMBERS' COMPENSATION	
<b>Presenter : Mayor David Alfin</b>		
<b>Background :</b> <b><u>UPDATE FROM THE APRIL 5, 2022 BUSINESS MEETING</u></b> This item was heard by City Council at their April 5, 2022 Business Meeting. There were no changes suggested to this item. However, at the April 12, 2022 Workshop, City Council held a lengthy discussion on the amount of the proposed increase. The proposed Ordinance was revised, as shown through track changes, leaving a blank in the amount of the increase for Council's consideration.  <b><u>ORIGINAL BACKGROUND FROM THE APRIL 5, 2022 BUSINESS MEETING</u></b> On February 15, 2022, Mayor Alfin requested and received Council concurrence to amend the Council's compensation by Ordinance. Council requested the City Attorney draft the proposed Ordinance and the City Clerk to place on an agenda.  The City of Palm Coast incorporated in December 1999. The initial City Charter and the amended Charter in 2002 provided for the "City Council; Composition, Qualifications for Office including Compensation and Expenses." Section 6a of the initial Charter stated "The Council and Mayor shall receive compensation as established by ordinance..." As such the Council's compensation has been amended by Ordinance in 2003 and in 2007 to provide for equitable adjustments.  The demands upon the City Council result in a large amount of time to be devoted toward fulfilling responsibilities and duties to the City and such activities preclude these public officials from engaging in other activities and endeavors.  The City Council of the City of Palm Coast has reviewed the salaries of the mayors and city councils and commissions of various comparable municipalities located in the State of Florida along with the salaries of local officials in Flagler County. The Council has concluded that the compensation of the Mayor and the members of the City Council of the City of Palm Coast merit an adjustment and that the current compensation structure is disproportionate to the time and effort required for such public service to the City of Palm Coast.  This proposed increase in Council compensation is to ensure that public officials are not required to have undue costs and financial burdens cast upon them as a result of public service. It is, further, recognized that some reasonable level of compensation to public officials will		



encourage those who might not otherwise be able to participate in local government to participate and expand the potential pool of candidates for City office. The proposed Ordinance would set the Mayor's compensation at \$46,470 and \$44,670 for City Council's compensation.

**Recommended Action :**

**FOR COUNCIL CONSIDERATION ADOPT ORDINANCE 2022-XX PURSUANT TO ARTICLE IV, SECTION 6 OF THE CITY OF PALM COAST CHARTER, ADOPTING AN INCREASE TO THE MAYOR AND CITY COUNCIL MEMBERS' COMPENSATION**

# City of Palm Coast, Florida Agenda Item

Agenda Date: April 19, 2022

<b>Department</b>	PUBLIC WORKS	<b>Amount</b>	\$133,150.00
<b>Division</b>	FLEET	<b>Account #</b>	65010071-064000, 54019090-064000
<b>Subject</b>	RESOLUTION 2022-XX APPROVING FLEET PURCHASES OF (2) JLG T350 TOW-PRO BOOM LIFT, (1) HYDRAULIC EXCAVATOR, AND (1) TRAILER		
<b>Presenter: Matt Mancill, Public Works Director</b>			
<p><b>Background :</b>  <b>This item is for standard operations.</b></p> <p>The City of Palm Coast Public Works Fleet Division has identified the need to purchase two (2) JLG T350 Tow-Pro Boom Lift and the Utility Distribution Division identified the need to purchase one (1) hydraulic excavator and one (1) trailer.</p> <p>The Fleet Division intended to purchase a Genie TZ-34 for the Parks &amp; Recreation Department, which was approved in the 2022 budget (NE-2-22) for \$33,805. Staff has been advised the item will not be available until late 2023 or early 2024 due to availability issues. Staff conducted research and has located another manufacturer that can deliver a different brand in October of this year. The JLG T350 has specs that compare closely to the Genie and provides a cost savings of a few hundred dollars less. Staff will cancel the current PO # 20220010 for \$32,182 and replace it with the current quote for \$33,354. Staff would also request a second lift (asset number 1914) due to the one we currently own being totaled in an auto accident, we received \$25,000 from the insurance claim.</p> <p>The Utility Water Distribution Division desires to purchase (1) a new caterpillar 304 Hydraulic Excavator along with a new Town-master TC-14D Drop Deck Trailer. The Utility's Water Distribution Division is responsible for installing new water service meters and constructing water services at a rate of approximately 200 per month.</p> <p>This excavator will give the opportunity to be more productive excavating in areas that are normally done manually with a shovel. The excavator will be assigned to the third construction crew that responds to working in tight areas, heavily rooted areas, and situations where it is difficult to maneuver and where we have concerns of potentially damaging driveways. We have a backlog of post hydrants that need to be converted to blow-offs and using this equipment will allow for better productivity with less labor-intensive costs.</p>			
<b>SOURCE OF FUNDS WORKSHEET FY 2022</b>			
<b>MACHINERY &amp; EQUIPMENT OVER \$5K 65010071-064000</b>			<b>\$ 5,225,620.00</b>
<b>Total Expended/Encumbered to Date.....</b>			<b>5,116,070.78</b>
<b>Cancellation of PO 20220010.....</b>			<b>32,182.00</b>
<b>Current (WO/Contract).....</b>			<b>66,708.00</b>
<b>Balance.....</b>			<b>\$ 75,023.22</b>

**SOURCE OF FUNDS WORKSHEET FY 2022**

<b>Machinery &amp; Equipment Over \$5K 54019090 064000</b>	<b>\$ 85,000.00</b>
<b>Total Expended/Encumbered to Date.....</b>	<b>17,820.00</b>
<b>Pending Work Orders/Contracts.....</b>	<b>0.00</b>
<b>Current (WO/Contract).....</b>	<b>66,442.00</b>
<b>Balance.....</b>	<b>\$ 738.00</b>

**Recommended Action :**

**ADOPT RESOLUTION 2022-XX APPROVING FLEET PURCHASES OF (2) JLG T350 TOW-PRO BOOM LIFT, (1) HYDRAULIC EXCAVATOR, AND (1) TRAILER**

# City of Palm Coast, Florida Agenda Item

Agenda Date: April 19, 2022

<b>Department</b>	PUBLIC WORKS	<b>Amount</b>	\$ Over 50,000.00
<b>Division</b>	FACILITIES	<b>Account #</b>	
<b>Subject</b>	RESOLUTION 2022-XX APPROVING THE PIGGYBACK OF NJPA/SOURCEWELL, STATE OF MINNESOTA CONTRACT #070121 WITH JOHNSON CONTROLS FOR THE PURCHASING OF EQUIPMENT, PARTS, INSTALLATION AND SERVICE FOR THE CITY'S HVAC AND BUILDING AUTOMATION SYSTEMS		
<b>Presenter : Matt Mancill, Public Works Director</b>			
<p><b>Background:</b>  <b>This item is for standard operations.</b></p> <p>The City of Palm Coast Public Works Facilities Division is seeking authorization to Piggyback the NJPA/Sourcwell, State of Minnesota Contract #070121 with Johnson Controls Inc., for the purchasing of equipment, parts, installation, and services related to Citywide HVAC and building automation systems. The use of this contract will allow us to take advantage of exclusive and competitive pricing for the purchase of HVAC equipment, parts, and service required for the day to day operation of the City's HVAC systems.</p> <p>By Piggybacking the NJPA/Sourcwell contract awarded to Johnson Controls 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.</p> <p>For Fiscal year 2022, staff budgeted \$30,000 - For maintenance, equipment, parts, and service on an as-needed basis relating to mechanical components and \$50,000 – For parts and service on an as-needed basis for HVAC Controls.</p> <p>Spending under the renewal terms of this piggyback will be within the amount appropriated in the approved budget.</p> <p>City staff is recommending the awarding of this contract to support and leverage the City's financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses.</p>			

The Fiscal Year 2022 Budget includes available funding appropriated by City Council for the services listed in this Agreement. This contract will also be available for other departments to utilize as well.

**SOURCE OF FUNDS WORKSHEET FY 2022**

FAC Other Contractual Svcs 65035012-34000	\$578,025.00
Total Expended/Encumbered to Date.....	381,226.89
Pending Work Orders/Contracts.....	0.00
Current (WO/Contract).....	30,000.00
<b>Balance</b> .....	<b>\$166,798.11</b>

**Recommended Action :**

**ADOPT RESOLUTION 2022-XX APPROVING THE PIGGYBACK OF NJPA/SOURCEWELL STATE OF MINNESOTA CONTRACT #070121 WITH JOHNSON CONTROLS FOR THE PURCHASING OF EQUIPMENT, PARTS, INSTALLATION AND SERVICE FOR THE CITY'S HVAC AND BUILDING AUTOMATION SYSTEMS**

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b>	CITY ADMINISTRATION	<b>Amount</b>
<b>Division</b>	CITY CLERK	<b>Account #</b>
<b>Subject</b>	APPOINTMENTS TO THE BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE (BEAC)	
<b>Presenter : Virginia Smith, City Clerk</b>		
<b>Background :</b>		
<p>The City of Palm Coast's Beautification and Environmental Advisory Committee was created under Resolution 2006-07.</p>		
<p>Section 2.(b). The Committee shall be constituted of a total of five (5) voting members with one (1) member being appointed by the Mayor and each member of City Council from the City Council district represented, if practicable. All Committee members must be registered voters and residents of the City of Palm Coast. Each member shall serve terms of four (4) years, but the City Council may develop a program of uniform appointment and reappointment for all appointed bodies providing for uniform appointment dates, staggered terms and related matters.</p>		
<p>Section 2.(c). The objectives of the Committee shall be to identify issues within the City of Palm Coast relating to the beautification, scenic beauty, natural resource conservation, aesthetic enhancements, environmental protection and other related matters and to evaluate and consider activities, methods, projects and programs that could be implemented within the City to address the matters considered by the Committee and the issues studied by the Committee. The Committee may make recommendations to the Planning and Land Development Regulation Board with regard to Comprehensive Plan amendments and land development regulations involving its areas of review.</p>		
<p>The term for the five members of the Beautification and Environmental Advisory Committee (BEAC) expire on May 1, 2022. The regular members of the committee are: Mr. Robert Knapp, Mr. Edward Beier, Mr. Glenn Partelow, Ms. Robbyn Mackler, and Mr. Jeffrey Seib.</p>		
<p>Staff advertised in various ways on multiple occasions, including reaching out to the past Citizen's Academy graduates, advertising in the media, on social media sites, as well as the City's website.</p>		
<p>District information has been verified by the City Clerk's office. Staff has performed the necessary background screening.</p>		

The Mayor and City Council will each appoint one member to the Committee.

Mr. Robert Branin	District 1
Mr. Charles Doak	District 4
Ms. Sabrina Rinaldi	District 4
Mr. Kevin Saint	District 1
Mr. Jeffrey Seib*	District 4
Mr. Ronald Silvers	District 4
Ms. Mary Vasilevsky	District 4
Mr. Joseph Wright Jr	District 4

\*Mr. Jeffrey Seib has served two consecutive terms. This appointment would require a four-fifths (4/5) vote of Council to reappoint Mr. Seib to a third term.

**Recommended Action :**

**CITY COUNCIL TO APPOINT FIVE (5) MEMBERS TO THE BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE (BEAC)**

# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b> FINANCIAL SERVICES <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR MARCH 2022	
<b>Presenter : Denise Bevan, City Manager</b>	
<b>Background :</b> Attached is a list of all emergency and sole source purchases for March 2022, 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).	
<b>Recommended Action :</b> <b>FOR REPORTING ONLY - VIA CITY MANAGER COMMENTS</b>	



# City of Palm Coast, Florida Agenda Item

Agenda Date : April 19, 2022

<b>Department</b> CITY ADMINISTRATION	<b>Amount</b>
<b>Division</b>	<b>Account</b>
	<b>#</b>
<b>Subject</b> WORKSHEET	
<b>Presenter : Virginia Smith, City Clerk</b>	
<b>Background :</b>	
<b>Recommended Action :</b>	