



**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, June 7, 2022**

**6:00 PM**

**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. MINUTES**

- 1. MINUTES OF THE CITY COUNCIL:  
MAY 17, 2022 BUSINESS MEETING  
MAY 24, 2022 SPECIAL BUDGET WORKSHOP**

**F. PROCLAMATIONS AND PRESENTATIONS**

- 2. PROCLAMATION - TAG V. BEAR FOUNDATION RECOGNITION DAY**
- 3. PROCLAMATION - CODE ENFORCEMENT OFFICER APPRECIATION WEEK**
- 4. PRESENTATION - STORM READINESS BY FLAGLER COUNTY EMERGENCY MANAGEMENT**
- 5. PRESENTATION – CERTIFICATES TO THE 2021-2022 LITE TEAM GRADUATES**
- 6. PRESENTATION - METRONET CONSTRUCTION KICKOFF**

**G. RESOLUTIONS**

- 7. RESOLUTION 2022-XX APPROVING PIGGYBACKING THE COLLIER COUNTY CONTRACT WITH MARTIN AQUATIC DESIGN & ENGINEERING FOR AQUATIC DESIGN AND ENGINEERING SERVICES**
- 8. RESOLUTION 2022-XX CREST TOWN CENTER MULTI-FAMILY MASTER SITE PLAN, APPLICATION #5065**

**H. ORDINANCES SECOND READ**

**9. ORDINANCE 2022-XX RYAN'S LANDING REZONING - APPLICATION # 5037**

**I. APPOINTMENT**

**10. APPOINT ONE COUNCIL MEMBER TO THE OVERSIGHT COMMITTEE**

**J. CONSENT**

**11. RESOLUTION 2022-XX APPROVING THE 2022 FIND GRANT FOR THE WATERWAY CLEANUP**

**12. RESOLUTION 2022-XX APPROVING A MASTER SERVICE AGREEMENT WITH SBA EDGE FOR DATA CENTER SERVICES**

**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**

**O. ADJOURNMENT**

**13. CALENDAR AND WORKSHEET**

# City of Palm Coast, Florida Agenda Item

Agenda Date : June 7, 2022

<b>Department</b>	CITY ADMINISTRATION	<b>Amount</b>
<b>Division</b>	CITY CLERK	<b>Account</b>
		<b>#</b>
<b>Subject</b>	MINUTES OF THE CITY COUNCIL: MAY 17, 2022 BUSINESS MEETING MAY 24, 2022 SPECIAL BUDGET WORKSHOP	
<b>Presenter : Virginia Smith, City Clerk</b>		
<b>Background :</b> MINUTES OF THE CITY COUNCIL: MAY 17, 2022 BUSINESS MEETING MAY 24, 2022 SPECIAL BUDGET WORKSHOP		
<b>Recommended Action :</b> <b>APPROVE MINUTES OF THE CITY COUNCIL:</b> <b>MAY 17, 2022 BUSINESS MEETING</b> <b>MAY 24, 2022 SPECIAL BUDGET WORKSHOP</b>		

# City of Palm Coast, Florida Agenda Item

Agenda Date : June 7, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PROCLAMATION - TAG V. BEAR FOUNDATION RECOGNITION DAY	
<b>Presenter : Mayor And City Council</b>	
<b>Background :</b> The Tag V. Bear Foundation has requested City Council proclaim June 9, 2022 as Tag V. Bear Foundation Recognition Day.	
<b>Recommended Action :</b> <b>PROCLAIM JUNE 9, 2022 AS TAG V. BEAR FOUNDATION RECOGNITION DAY</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date : June 7, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PROCLAMATION - CODE ENFORCEMENT OFFICERS' APPRECIATION WEEK	
<b>Presenter : Mayor and City Council</b>	
<b>Background :</b> The City of Palm Coast would like to Proclaim the week of June 6, 2022 through June 10, 2022 as "Code Enforcement Officers' Week" in honor of the City's Code Enforcement Officers.	
<b>Recommended Action :</b> <b>PROCLAIM THE WEEK OF JUNE 6, 2022 THROUGH JUNE 10, 2022 AS CODE ENFORCEMENT OFFICERS' APPRECIATION WEEK</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date : June 7, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PRESENTATION - STORM READINESS BY FLAGLER COUNTY EMERGENCY MANAGEMENT	
<b>Presenter : Jonathan Lord, Flagler County Emergency Management</b>	
<b>Background :</b> Mr. Jonathan Lord, Flagler County Emergency Management, will present City Council on "Storm Readiness."	
<b>Recommended Action :</b> <b>FOR PRESENTATION ONLY</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date: June 7, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> PRESENTATION – CERTIFICATES TO THE 2021-2022 LITE TEAM GRADUATES	
<b>Presenter : Denise Bevan, City Manager</b>	
<b>Background :</b> Denise Bevan, City Manager will present participants of the 2021-2022 LITE Team (Leadership in Training Experience) with graduation certificates for their efforts in successfully completing their project for the year.  The LITE Team brings management and employees together to work creatively on projects not normally undertaken as routine employee functions. This year's project focused on redesigning the employee evaluation program utilized throughout the City. The newly designed program will allow for more interactions between employees and their supervisors in order to encourage constructive dialogue throughout the year and implement succession planning for the future.  This year's graduates include: <ol style="list-style-type: none"><li>1. Mark Ramirez</li><li>2. Kevin Brinkley</li><li>3. Haleigh Hand</li><li>4. Parren Flanagan</li><li>5. James T. Parker</li><li>6. Marvin Calderon</li><li>7. Monica Ayala Diaz</li></ol>	
<b>Recommended Action :</b> <b>PRESENTATION – CERTIFICATES TO THE 2021-2022 LITE TEAM GRADUATES</b>	



# City of Palm Coast, Florida Agenda Item

Agenda Date : June 7, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>		<b>Account #</b>
<b>Subject</b>	PRESENTATION - METRONET CONSTRUCTION KICKOFF	
<b>Presenter :</b>	Kris Smith, Governmental Affairs Director, Metronet	
<b>Background :</b>	Metronet will provide a presentation on their construction schedule and customer service model.	
<b>Recommended Action :</b>	FOR PRESENTATION ONLY	

# City of Palm Coast, Florida Agenda Item

Agenda Date: June 7, 2022

<b>Department</b>	CONSTRUCTION MANAGEMENT & ENGINEERING	<b>Amount</b>
<b>Division</b>		<b>Account #</b>
<b>Subject</b>	RESOLUTION 2022-XX APPROVING PIGGYBACKING THE COLLIER COUNTY CONTRACT WITH MARTIN AQUATIC DESIGN & ENGINEERING FOR AQUATIC DESIGN AND ENGINEERING SERVICES ON AN AS NEEDED BASIS	
<b>Presenter: Carl Cote, Stormwater &amp; Engineering Director</b>		
<b>Background :</b>		
<b>This item is for standard operations.</b>		
<p>On April 12, 2022 City staff specialized legal representative, Mr. Trevor B. Arnold of Gray Robinson, P.A. presented Council with an update on the Splash Pad located at Holland Park.</p> <p>City staff and legal representative will provide City Council with a status update regarding the Splash Pad located at Holland Park.</p> <p>City staff is recommending piggybacking the Collier County Contract (#18-7432-Aq) with Martin Aquatic Design &amp; Engineering, through 06/04/2025 for professional aquatic design and engineering services.</p> <p>Piggybacking existing competitively bid contracts is advantageous since the pricing is generally better than what the City could obtain on its own, and the City does not incur the expense and delay of soliciting a bid.</p> <p>Since the underlying contract is an agreement of fees &amp; services, City staff will negotiate a scope and fee on an as-needed basis per Florida Statute 287.055 'Consultants' Competitive Negotiation Act' for projects per budgeted funds appropriated by City Council.</p>		
<b>Recommended Action :</b>		
<b>ADOPT RESOLUTION 2022-XX APPROVING PIGGYBACKING THE COLLIER COUNTY CONTRACT WITH MARTIN AQUATIC DESIGN &amp; ENGINEERING FOR AQUATIC DESIGN AND ENGINEERING SERVICES</b>		

# City of Palm Coast, Florida Agenda Item

Agenda Date: June 7, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject</b>	RESOLUTION 2022-XX CREST TOWN CENTER MULTI-FAMILY MASTER SITE PLAN, APPLICATION #5065	
<b>Presenter: Jordan Myers, Environmental Planner, CFM</b>		
<b>Background:</b>  <b>This item is a Quasi-Judicial item.</b>  The applicant has submitted an application (AR#5065) for a Master Site Plan for Crest Town Center Multi-family, a proposed 251-unit multi-family community located on 10.20 +/- acres along the south side of Brookhaven Drive. The property is part of the Town Center Development of Regional Impact and Master Planned Development.  The applicant has submitted a Master Site Plan for 251 units across five buildings. Two of the buildings will be two-story, two of the buildings will be three-story, and one building will be four-story. There will be a pool courtyard and amenity area inside the center of the four-story building. In addition, there will be an athletic lawn, observation deck for the lake, and a kayak launch into the lake.  Since the number of units is above the 100-unit threshold, the Master Site Plan is considered a "Major" (Tier 3) development, requiring review and recommendation by the Planning and Land Development Regulation Board (PLDRB) followed by review and final determination by the City Council. If the City Council approves the Master Site Plan, the applicant will follow with a Technical Site Plan application that will require administrative review of detailed engineering drawings. The Master Site Plan process recognizes that up to 25% cumulative design change may be allowed after further engineering.  The PLDRB heard this item on May 18, 2022 and voted 5-0 to recommend approval to City Council.		
<b>Recommended Action:</b> <b>THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD RECOMMEND THAT CITY COUNCIL DETERMINE THE PROPOSED MASTER SITE PLAN IS IN COMPLIANCE WITH THE COMPREHENSIVE PLAN AND APPROVE APPLICATION #5065, CREST TOWN CENTER MULTI-FAMILY A MASTER SITE PLAN FOR 251 UNITS SO THE DEVELOPER MAY APPLY FOR A TECHNICAL SITE PLAN</b>		

# City of Palm Coast, Florida Agenda Item

Agenda Date: June 7, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject</b>	ORDINANCE 2022-XX RYAN'S LANDING REZONING - APPLICATION # 5037	
<b>Presenter: Jordan Myers, Environmental Planner</b>		
<b>Background:</b> This is a Quasi-Judicial Matter.		
<b><u>UPDATE FROM THE MAY 17, 2022 BUSINESS MEETING.</u></b> This item was heard by City Council at their May 17, 2022 Business Meeting. City Council recommended the following changes to the Master Planned Development Agreement: -Age restricted community -Adding a fence/wall buffer to the development  The Agreement has been updated to reflect Council's recommendation, as shown through strikethrough for deletions and underlining for additions.		
<b><u>ORIGINAL BACKGROUND FROM THE MAY 17, 2022 BUSINESS MEETING.</u></b> Ryan's Landing LLC (as owner and intended developer) is proposing a modification to the existing Master Planned Development Agreement to rezone 27.79 +/- acres of vacant land located about 0.75 miles west of Belle Terre Parkway and 0.2 miles north of Royal Palms Parkway from the Master Planned Development (MPD) Zoning District to the Master Planned Development (MPD) Zoning District. The applicant is requesting a change from a 64 lot single-family subdivision with a 5-acre City park to a 95 lot single-family subdivision with amenities.  SeaGate Communities Inc. purchased the subject property on August 1, 2003. Due to a settlement agreement between the City and SeaGate Communities Inc. the property was zoned MPD in 2009 with an associated development agreement. The applicant now wishes to repeal and replace the existing MPD agreement with a new one. The Ryan's Landing property is 27.79 acres and in exchange for a 5-acre City park that was to be located on the property, Ryan's Landing LLC will be donating 4.5 acres of land near the Seminole Woods Neighborhood Park to the City.  The applicant's engineer has submitted a preliminary conceptual site plan of a proposed Ryan's Landing single-family subdivision. This conceptual site plan shows 95 single-family detached lots, one stormwater pond, and an amenity center in the southeast corner of the project. Based on this conceptual site plan the project would have an expected density of 3.42 units/per acre.		

The primary changes to the original agreement are as follows:

- Change from 64 SFR lots to 95 SFR lots.
- 5-acre parkland will no longer be onsite but 4.5 acres of land will be donated to the City adjoining the existing Seminole Woods Neighborhood Park.
- All outdated City and Developer obligations have been removed and the project will follow the current Land Development Code and Florida Building Code.

Public Participation: The developer notified all neighboring property owners within 300 feet of the subject property via standard USPS mail of a neighborhood meeting that was held on April 6, 2022 at 6:00 P.M. at the Palm Coast Community Center located at 305 Palm Coast Parkway NE. The developer erected City provided signs along Ryan Drive to notify the general public at least two weeks prior to each of the three public hearings. Newspaper ads are run approximately two weeks before each of the three public hearings.

**Recommended Action:**

**The Planning and Land Development Regulation Board recommend that City Council determine the proposed rezoning of Ryan's Landing (Application No. 5037) is consistent with the Comprehensive Plan and rezone 27.79 +/- acres from the Master Planned Development (MPD) Zoning District to the Master Planned Development (MPD) Zoning District**

# City of Palm Coast, Florida Agenda Item

Agenda Date : June 7, 2022

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account</b> <b>#</b>
<b>Subject</b> APPOINT A COUNCIL MEMBER TO THE OVERSIGHT COMMITTEE	
<b>Presenter :</b>	
<b>Background :</b> In May 2021, City Council appointed two Council Members as required, CM Klufas and Mayor Holland, to the Oversight Committee. With the resignation of Mayor Holland, City Council Then appointed CM Barbosa as the second Council Member to the committee.  With the resignation of CM Barbosa, City Council needs to appoint one member to the Oversight Committee.  In 2008, the City entered into an Interlocal Agreement (ILA) with the Flagler County School Board, Flagler County, & the City of Bunnell (Flagler Beach was added as a signator in 2020) to coordinate on planning for school facilities and matters related to the impacts of development on school facilities.  The ILA calls for the establishment of an Oversight Committee to be composed of 3 members from the School Board and 2 elected officials from each signator municipality. This Committee is scheduled to meet annually on the second Thursday of May to discuss matters covered in the ILA as well as any potential changes to the ILA.  The Oversight Committee has not met in recent years due to slow growth experienced in Flagler County during the economic slowdown of the 2010s. As the housing market begins to recover in Flagler County, it has become necessary for the Oversight Committee to begin their annual meeting to discuss the impacts of development on school facilities.	
<b>Recommended Action :</b> <b>APPOINT A COUNCIL MEMBER TO THE OVERSIGHT COMMITTEE</b>	

# City of Palm Coast, Florida Agenda Item

Agenda Date: June 7, 2022

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING	<b>Account #</b>
<b>Subject</b>	RESOLUTION 2022-XX APPROVING THE 2022 FIND GRANT FOR THE WATERWAY CLEANUP	
<b>Presenter: Jordan Myers, Environmental Planner, CFM</b>		
<b>Background:</b> On March 3, 2022, the City petitioned the Florida Inland Navigation District (FIND) to award grant funds for a public waterway cleanup event in 2022. On May 18, 2022, the FIND Board approved the City's request for a \$5,000.00 grant to be utilized for, but not limited to, garbage bags, gloves, event bags, and t-shirts relating to the cleanup event. In order to receive the funding, an agreement must be approved between the City and FIND. The Agreement provides provisions that the City is the "Project Sponsor" and will coordinate all associated work for the event. Terms are also provided to satisfy the requirements of the grant funding including payment of funds, records retention, incurred expense reporting, and associated liability.  Note: The proposed Agreement contains FIND language that may not be altered due to funding conditions.		
<b>Recommended Action :</b> <b>ADOPT RESOLUTION 2022-XX APPROVING THE 2022 FIND GRAND FOR THE WATERWAY CLEANUP</b>		

**City of Palm Coast, Florida  
Agenda Item**

Agenda Date : June 7, 2022

<b>Department</b>	INFORMATION TECHNOLOGY	<b>Amount</b>	Over \$50,000
<b>Division</b>		<b>Account #</b>	54702525-034000 65052525-034000
<b>Subject</b>	RESOLUTION 2022-XX APPROVING A MASTER SERVICE AGREEMENT WITH SBA EDGE FOR DATA CENTER SERVICES		
<b>Presenter : Doug Akins, Information Technology Director</b>			
<b>Background :</b>			
<b>This item is for standard operations.</b>			
<p>The City of Palm Coast utilizes data center services for housing hardware for off-site storage of backups. Additionally, the City has been looking for a local data center facility to co-locate equipment for the City's fiber network.</p> <p>In accordance with the City's Purchasing Policy, City staff advertised and solicited bids for data center services for vendors who could accommodate off-site and near-site data center functions.</p> <p>SBA Edge won the competitive bid. The City had a long standing relationship with SBA Edge, having used one their data centers for offsite storage for many years.</p> <p>The City will make use of this master service agreement for off-site and near-site data center services on an as needed basis and according to funds already approved by City Council for these purposes.</p> <p>Staff recommends City Council approving a master service agreement with SBA Edge for Data Center services.</p>			
<b>SOURCE OF FUNDS WORKSHEET FY 2022</b>			
IT Off Site Disaster Recovery	65052525-034000		\$ 13,000.00
Colocation Services	54702525-034000		\$102,000.00
Pending Work Orders/Contracts			\$ 0.00
Current (WO/Contract)			\$ 11,653.00
Balance			\$103,347.00
<b>Recommended Action :</b>			
<b>ADOPT RESOLUTION 2022-XX APPROVING A MASTER SERVICE AGREEMENT WITH SBA EDGE FOR DATA CENTER SERVICES</b>			