



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

Tuesday, July 19, 2022

9:00 AM

COMMUNITY WING

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:
JULY 5, 2022 BUSINESS MEETING
JULY 12, 2022 WORKSHOP MEETING**

F. ORDINANCES FIRST READ

- 2. ORDINANCE 2022-XX REZONING SEMINOLE POINTE - APPLICATION #5064**

G. RESOLUTIONS

- 3. RESOLUTION 2022-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT**
- 4. RESOLUTION 2022-XX APPROVING THE PROPOSED MILLAGE RATE & PROPOSED BUDGET**
- 5. RESOLUTION 2022-XX APPROVING A CONTRACT AMENDMENT WITH GILBANE BUILDING COMPANY TO ESTABLISH THE GUARANTEED MAXIMUM PRICE FOR THE SOUTHERN RECREATION FACILITY (FORMERLY KNOWN AS THE REGIONAL RACQUET CENTER), INCLUDING A CONTINGENCY, AND RELATED EXPENSES**
- 6. RESOLUTION 2022-XX APPROVING FLEET PURCHASES OF A CTX160 MINI SKID STEER FROM VERMEER SOUTHEAST, A FORD F-250 FROM DUVAL FORD, AND A LANDSCAPE TRAILER FROM CAR SHOP TRAILER SALES**

H. CONSENT

7. RESOLUTION 2022-XX APPROVING A CONTRACT WITH P&S PAVING FOR THE BELLE TERRE PARKWAY RIGHT TURN LANE AT EASTHAMPTON BOULEVARD PROJECT

8. RESOLUTION 2022-XX APPROVING AN INCREASE IN THE PURCHASE ORDER WITH ELAVON FOR CREDIT CARD PROCESSING FEES FOR TRANSACTIONS AT THE PALM HARBOR GOLF COURSE

I. PUBLIC PARTICIPATION

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

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

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

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

9. REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR JUNE 2022

M. ADJOURNMENT

10. CALENDAR AND WORKSHEET

City of Palm Coast, Florida Agenda Item

Agenda Date : July 19, 2022

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

City of Palm Coast, Florida Agenda Item

Agenda Date: July 19, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	ORDINANCE 2022-XX REZONING SEMINOLE POINTE - APPLICATION #5064	
Presenter: Jordan Myers, CFM, Environmental Planner		
Background: THIS IS A QUASI-JUDICIAL ITEM. PLEASE REMEMBER TO DISCLOSE ANY EX-PARTE COMMUNICATIONS. This is an application to amend the zoning map designation for 67.69 +/- acres of real property to reconfigure the existing High Intensity Commercial (COM-3) and Multifamily Residential (MFR-2) zoning districts on the property. The project is located at the intersection of US-1 and Seminole Woods Boulevard. A previous rezoning was approved on September 21, 2021 to change from Master Planned Development (MPD) to the existing COM-3 and MFR-2 zoning districts. The developer notified the neighboring property owners via standard USPS mail of an upcoming neighborhood meeting that was held on June 8, 2022 at 6:00 p.m. at the Hilton Garden Inn, 55 Town Center Boulevard. The developer erected City provided signs, by June 1 st as required, on US 1 and Seminole Woods Boulevard. This was to notify the public of the upcoming public hearing for the Planning and Land Development Regulation Board. In addition, newspaper ads are placed in accordance with State Statutes for each public hearing. Staff has reviewed this project in accordance with 2.05.05 & 2.06.03 of the Land Development Code and find that it is in compliance. The project is not contrary to the public interest, it is consistent with the Comprehensive Plan, and it has compatibility with proximate uses. The Planning and Land Development Regulation Board voted 6-0 to recommend approval to City Council.		
Recommended Action: The Planning and Land Development Regulation Board determine the proposed rezoning of Seminole Pointe (Application No. 5064) is consistent with the Comprehensive Plan and recommend approval to City Council to reconfigure the existing High Intensity Commercial (COM-3) and Multifamily Residential (MFR-2) zoning districts on the property		

City of Palm Coast, Florida Agenda Item

Agenda Date: July 19, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	CITY CLERK	Account #
Subject	RESOLUTION 2022-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT	
Presenter : Barbara Grossman, Code Enforcement Manager		
Background : <u>UPDATE FROM THE JULY 12, 2022 WORKSHOP</u> This item was heard by the City Council at their July 12, 2022 Workshop. There were no changes suggested to this item. <u>ORIGINAL BACKGROUND FROM THE JULY 12, 2022 WORKSHOP</u> In March 2010, the City adopted Ordinance 2010-03 - Public Nuisance - to provide for the creation of an assessment area and authorize the imposition of Nuisance Abatement Assessments to be included in the annual ad valorem tax bill sent out by the County Tax Collector for properties where the City abated a nuisance. In December 2010, the City adopted Resolution 2010-168 - Non-Ad Valorem Assessments for Nuisance Abatement - signifying the City's intent to use the uniform method of collecting non-ad valorem special assessments levied within the City in connection with Ordinance 2010-03. Each year the preliminary and final assessment roll needs to be adopted by City Council prior to September 15. This Resolution is intended to adopt a preliminary assessment roll. The final roll will be prepared and brought back to City Council at their August 9, 2022 Workshop and the August 16, 2022 Business Meeting for action.		
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT		

City of Palm Coast, Florida Agenda Item

Agenda Date : July 19, 2022

Department FINANCIAL SERVICES Division	Amount Account #
Subject RESOLUTION 2022-XX SETTING A PROPOSED MAXIMUM MILLAGE (TRIM) RATE AND SETTING THE FIRST (TENTATIVE) BUDGET HEARING DATE, TIME, AND LOCATION FOR THE FISCAL YEAR 2023 BUDGET	
Presenter : Helena Alves, Finance Director	
Background : On September 22, 2021, City Council adopted Resolution 2021-136, approving the Fiscal Year 2022 Budget, in the amount of \$248,635,694. At the April 26, 2022, Special Budget Workshop, City Council was presented with the Year to Date Budget results for operating departments for the Fiscal Year 2022, October through March. On May 3, 2022, City Council approved and adopted the Strategic Action Plan (SAP) for the Fiscal Year 2022-2023. At the May 24, 2022, Workshop, staff presented to City Council on the fund accounting and revenue source restrictions to prepare for the upcoming Fiscal Year 2023 budget. On June 14, 2022, City Council was presented an overview of the process for adopting the Property Tax and TRIM rate in preparation to adopt the Fiscal Year 2023 TRIM rate in September. On July 12, 2022, City Council was presented the Fiscal Year 2023 General Fund Budget, and an overview of the TRIM rate options. As discussed, staff is proposing a maximum millage rate of 4.6100 mills, which is a 14.85 % increase from the rolled-back rate of 4.0138 mills, and the first budget hearing to be held at 5:15 p.m. on Thursday, September 8, 2022, at the Palm Coast City Hall Community Wing, located at 160 Lake Ave, Palm Coast. Local governments must conform to the maximum millage limitation requirements as outlined in Section 200.065(5), F.S. Within 35 days of the certification of value, the City of Palm Coast must inform the property appraiser of the current year's proposed millage rate and the first budget hearing date and location which will be advertised on the Notice of Proposed Property Taxes (TRIM notice) that the property appraiser mails. Financial Services Director, Helena Alves, and Budget & Procurement Manager, Gwen Ragsdale, will be presenting to City Council the proposed millage rate & proposed budget for the fiscal year 2023.	

Recommended Action :

**ADOPT RESOLUTION 2022-XX SETTING A PROPOSED MAXIMUM MILLAGE (TRIM)
RATE AND SETTING THE FIRST (TENTATIVE) BUDGET HEARING DATE,
TIME, AND LOCATION FOR THE FISCAL YEAR 2023 BUDGET**

City of Palm Coast, Florida Agenda Item

Agenda Date : JULY 19, 2022

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$11,347,858.00
Division		Account #	2106615-063000-9904
Subject	RESOLUTION 2022-XX APPROVING A CONTRACT AMENDMENT WITH GILBANE BUILDING COMPANY TO ESTABLISH THE GUARANTEED MAXIMUM PRICE FOR THE SOUTHERN RECREATION FACILITY (FORMERLY KNOWN AS THE REGIONAL RACQUET CENTER), INCLUDING A CONTINGENCY, AND RELATED EXPENSES TO THE PROJECT		
Presenter : Carl Cote, Director of Construction Management and Engineering			
Background :			
<u>UPDATE FROM THE JULY 12, 2022 WORKSHOP</u>			
This item was heard by City Council at their July 12, 2022 workshop. City staff is recommending to approve an amendment to the Gilbane Building Company Contract to establish the Guaranteed Maximum Price (GMP), in the amount of \$10,597,858, including a contingency and related expenses. The project contingency amount is \$250,000, in case of unforeseen circumstances. Also, staff has projected the expenses, in the amount of \$500,000, for permits, fees, data, security, wetland impact, and other project-related items.			
Funds for this project are budgeted in the Recreation Impact Fee Fund for FY 2022-2024.			
SOURCE OF FUNDS WORKSHEET FY 2022			
	Recreation Impact Fee- 21066015-063000-99044	\$	5,425,000.00
	Total Expenses/Encumbered to date	\$	731,447.41
	Pending Work Orders/Contracts	\$	0
	Current Contract	\$	<u>4,693,552.59</u>
	Balance	\$	0
SOURCE OF FUNDS WORKSHEET FY 2023/24			
	Recreation Impact Fee- 21066015-063000-99044	\$	6,654,305.41
	Total Expenses/Encumbered to date	\$	0
	Pending Work Orders/Contracts	\$	0
	Current Contract	\$	<u>6,654,305.41</u>
	Balance	\$	0
<u>ORIGINAL BACKGROUND FROM THE JULY 12, 2022 WORKSHOP</u>			
In November 2007, the existing tennis center opened for public play, with 10 lighted HydroGrid clay courts. Open play, league tournaments, lessons and summer camps have remained popular there ever since. The facility has become a popular amenity among residents who play			

tennis. By the end of fiscal year 2019, total attendance to the tennis center reached 14,293. This past fiscal year, that number grew to 17,000. According to the United States Tennis Association, tennis participation surged among Americans during the pandemic last year. The sport saw an unprecedented 22 percent increase in overall participation compared to the previous year because it's a great social distancing activity.

The Palm Coast Tennis Center has hosted numerous professional tennis tournaments, Junior USTA tournaments, Special Olympics programming, the Palm Coast & Flagler Beaches Senior Games, and other local league play. The proposed enhancements and upgrades to the tennis center primes the facility to become a regional amenity, positioned to attract more regional junior and adult events along with expanded play opportunities for families and adaptive tennis. This fosters economic growth as players and their families visit the area, stay in local hotels, eat at local restaurants, gas up their cars, and shop at local stores.

The Palm Coast Tennis Center has hosted numerous professional tennis tournaments, Junior USTA tournaments, Special Olympics programming, the Palm Coast & Flagler Beaches Senior Games, and other local league play. The proposed enhancements and upgrades to the tennis center primes the facility to become a regional amenity, positioned to attract more regional junior and adult events along with expanded play opportunities for families and adaptive tennis. This fosters economic growth as players and their families visit the area, stay in local hotels, eat at local restaurants, gas up their cars, and shop at local stores.

Palm Coast's estimated population is expected to grow an additional 50,000 people over the next 15 years – nearing 150,000 by 2035. In order for the City of Palm Coast to continue to provide first-class recreational facilities for the residents, recommendations were recently proposed to transform the facility into a modern regional racquet center that serves current and future needs.

Additionally, pickleball is one of the fastest growing sports in the U.S. and the same is true locally. Residents flock daily to set up portable nets so they can play on shared courts, however, there are no dedicated permanent pickleball courts in the City. More than 150 residents travel an hour to play pickleball in Holly Hill. In 2019, the City had entered into an Agreement with a construction management firm (BBI) to construct Phase 2 Improvements at Holland Park and to construct 6 pickleball courts at Ralph Carter Park. Upon further discussion, City Council directed staff to not proceed with construction of the pickleball courts at Ralph Carter Park and to analyze the feasibility of adding these courts to the existing tennis center. This would allow ability to add more pickleball courts in the future and utilize a clubhouse for similar needs including restrooms, lockers, showers, staffing, maintenance, program/events, and food/beverage options.

As a result of the demand for facilities to play these sports, memberships at the tennis center are also on the rise. City Council set a goal in FY21/FY22 to seek partnerships with local talent and complementing businesses, while seeking grants to foster growth at the tennis center to expand on the community's rich sports history.

The current tennis center improvements were only the initial phase of the ultimate development of this site that includes additional courts and replacement of the temporary modular clubhouse with a permanent facility. The master facility concept plan had not been updated since 2004. City staff completed a number of steps to begin the research and update of the master plan for the City owned property. First, staff established an advisory committee of both City employees

and local players in the community, to generate a regional racquet center facility plan. Second, staff held a series of public meetings with tennis and pickleball players for design input. And third, surveyed players at those meetings to garner additional feedback. The advisory committee was charged with identifying and creating types of programming, site master planning, preliminary design, and scheduled phases. Staff, also visited several tennis and pickleball facilities and conducted an analysis on needs and priorities based on today's court utilization and current and future programming. A consultant with experience with recreational facilities was hired to review the data collected and to compile a project program and update of the Master Plan.

On March 9, 2021, staff presented to City Council the updated master plan with a proposed phasing plan that could be implemented utilizing various available funding sources and potential grants. This included a phasing plan that could be implemented with Phase One consisting of a permanent clubhouse and a minimum of six dedicated pickleball courts, or as many as 12 courts if the City receives grant funding.

On May 4, 2021, City Council approved an Agreement with for Ohlson Lavoie Corporation to provide Architectural & Engineering Design Services as well as Agreements with Gilbane Building Company, to provide construction management services. This includes pre-construction services and to set fees for construction phase services at 4.75% of the total cost of the project.

In June of 2022, staff submitted a grant to the TDC to fund an additional 6 pickleball courts. The City was the only application and will be reviewed by the TDC board on July 20, 2022 and if approved will go to the County Commission for approval on August 15, 2022.

On June 28, 2022, staff presented an update to City Council giving an overview of the Lehigh Trailhead and this Recreation Facility and how it will serve as a part of the Southern Recreation Area.

Gilbane obtained bids and has established pricing for the Base Bid work, additional pickleball courts, pickleball covering with or without solar and value engineering items. Staff will present Council with this information for review and direction so that a Guaranteed Maximum Price (GMP) can be established.

Recommended Action :

ADOPT RESOLUTION 2022-XX APPROVING A CONTRACT AMENDMENT WITH GILBANE BUILDING COMPANY TO ESTABLISH THE GUARANTEED MAXIMUM PRICE FOR THE SOUTHERN RECREATION FACILITY (FORMERLY KNOWN AS THE REGIONAL RAQUET CENTER), INCLUDING A CONTINGENCY, AND RELATED EXPENSES TO THE PROJECT

City of Palm Coast, Florida Agenda Item

Agenda Date: July 19, 2022

Department	PUBLIC WORKS	Amount	\$62,979.93/\$6,204
Division	FLEET	Account #	65010071-064000/10015011-064000
Subject	RESOLUTION 2022-XX APPROVING FLEET PURCHASES OF A CTX160 MINI SKID STEER FROM VERMEER SOUTHEAST, A FORD F-250 FROM DUVAL FORD, AND A LANDSCAPE TRAILER FROM CAR SHOP TRAILER SALES		
Presenter : Matthew Mancill, Director of Public Works			
Background :			
THIS ITEM IS FOR STANDARD OPERATIONS.			
<p>In the FY22 Fleet replacement process, City staff ordered a CTX160 Mini Skid Steer from Vermeer Southeast using the Source well contract for 2022. This unit is to be a replacement for Asset 1588 in our Streets Division. Vermeer Southeast was unable to source a unit until June 2022. By that time, increases associated with manufacturing caused a rise in the price of 7.9% from \$40,418 as quoted in September 2021 to \$51,081, which is the current unit contract price. This request is to increase the amount of Purchase Order 20220065 from the original amount of \$40,418 to the current price of \$51,081. The City expects a return of \$3,000 from the auction when we dispose of the replaced equipment. The Streets Division further requests approval to purchase one (1) landscape trailer using budgeted funds. There was \$5,000.00 budgeted for FY22, but due to increases, the current price is \$6,204.00. This is a difference of \$1,204.00 to purchase the trailer.</p> <p>In the upcoming FY 2023 Fleet Replacement, the City anticipates ordering a Ford F-250 with a utility body to replace Asset # 1671 for the Utility Department. Traditionally staff places all of our fleet orders on September 30th for the upcoming fiscal year. Given the current manufacturing state for super duty vehicles, the City expects twelve (12) to sixteen (16) months to pass before the replacement vehicle arrives. The City vendor has identified an F-250, which is available for purchase immediately, if we can produce a PO for the purchase price of \$52,316.93. The available vehicle is the same as the one scheduled to order, equal in price, and by pulling the purchase forward to this month, the City would be able to deliver the Asset to the Department immediately, thus saving them time and potential breakdowns on the old Asset.</p>			
SOURCE OF FUNDS WORKSHEET FY 2022			
OPERATING SUPP&EQUIP UNDER \$5K 65010071-064000.....\$ 5,225,620.00			
Total Expended/Encumbered to Date..... \$ 2,248,364.31			
Pending Work Orders/Contracts.....\$ 2,902,232.47			
Current (WO/Contract).....\$ 62,979.93			
Balance.....\$ 12,043.29			

SOURCE OF FUNDS WORKSHEET FY 2022

OPERATING SUPP&EQUIPUNDER\$5K 10015011-064000.....	\$	26,050.00
Total Expended/Encumbered to Date.....	\$	19,845.00
Pending Work Orders/Contracts.....	\$	6,204.00
Current (WO/Contract).....	\$	<u>0.00</u>
Balance	\$	0.60

Recommended Action :

ADOPT RESOLUTION 2022-XX APPROVING FLEET PURCHASES OF A CTX160 MINI SKID STEER FROM VERMEER SOUTHEAST, A FORD F-250 FROM DUVAL FORD, AND A LANDSCAPE TRAILER FROM CAR SHOP TRAILER SALES

City of Palm Coast, Florida Agenda Item

Agenda Date: July 19, 2022

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$536,181.00															
Division		Account	# 21097011-063000-54415															
Subject	RESOLUTION 2022-XX APPROVING A CONTRACT WITH P&S PAVING FOR THE BELLE TERRE PARKWAY RIGHT TURN LANE AT EASTHAMPTON BOULEVARD PROJECT																	
Presenter: Mike Grunewald, Traffic Engineer																		
<p>Background : COUNCIL PRIORITY: This item is for standard operations.</p> <p><u>UPDATE FROM THE JULY 12, 2022 WORKSHOP</u> This item was heard by the City Council at their July 12, 2022 Workshop. There were no changes suggested to this item.</p> <p><u>ORIGINAL BACKGROUND FROM THE JULY 12, 2022 WORKSHOP</u> This project is part of the Belle Terre Safety Improvements and consists of the creation of a new eastbound right turn lane and left turn lane extension at the signalized intersection of Belle Terre Boulevard and Easthampton Boulevard. The project includes the following tasks: asphalt milling and resurfacing, temporary pedestrian path, roadway base construction, concrete curb and gutter, maintenance of traffic signal, clearing and grubbing, landscape restoration, and concrete sidewalk.</p> <p>City staff advertised the project (ITB-SWE-22-37) and received two (2) bids that were deemed responsive and responsible. City staff recommends awarding the contract, in the amount of \$487,436.35, to the low bidder P&S Paving, Inc. Staff is also requesting a 10% contingency of \$48,744.65 to be approved in case of unforeseen circumstances and/or unknown conditions, for a total project cost of \$536,181.00.</p> <p>Funds for this project are budgeted out of the Transportation Impact Fund and are included in the 5-Year Capital Improvement Plan.</p> <p>SOURCE OF FUNDS WORKSHEET FY 2022</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Transportation Impact Fund 21097011-063000-54415</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">700,000.00</td> </tr> <tr> <td>Total Expended/Encumbered to Date.....</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Pending Work Orders/Contracts.....</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">9,010.32</td> </tr> <tr> <td>Current (WO/Contract).....</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><u>536,181.00</u></td> </tr> <tr> <td>Balance.....</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><u>154,808.68</u></td> </tr> </table>				Transportation Impact Fund 21097011-063000-54415	\$	700,000.00	Total Expended/Encumbered to Date.....	\$	0	Pending Work Orders/Contracts.....	\$	9,010.32	Current (WO/Contract).....	\$	<u>536,181.00</u>	Balance.....	\$	<u>154,808.68</u>
Transportation Impact Fund 21097011-063000-54415	\$	700,000.00																
Total Expended/Encumbered to Date.....	\$	0																
Pending Work Orders/Contracts.....	\$	9,010.32																
Current (WO/Contract).....	\$	<u>536,181.00</u>																
Balance.....	\$	<u>154,808.68</u>																
<p>Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING A CONTRACT WITH P&S PAVING FOR THE BELLE TERRE PARKWAY RIGHT TURN LANE AT EASTHAMPTON BLVD. PROJECT</p>																		

City of Palm Coast, Florida Agenda Item

Agenda Date: July 19, 2022

Department PARKS AND RECREATION	Amount
Division	Account
	#
Subject RESOLUTION 2022-XX APPROVING AN INCREASE IN THE PURCHASE ORDER WITH ELAVON FOR CREDIT CARD PROCESSING FEES FOR TRANSACTIONS AT THE PALM HARBOR GOLF COURSE	
Presenter : James Hirst, Director of Parks & Recreation	
<u>BACKGROUND:</u>	
<u>THIS ITEM IS FOR STANDARD OPERATIONS.</u>	
<p>As stated in the original background (shown below), the City is still experiencing high credit card use and are still predicting the continued use of credit cards over other forms of payment. The City has identified the need to increase the Elavon Purchase Order from the original amount of \$42,000 to \$55,000 for the ability to pay the credit card fees that will accumulate throughout the rest of the fiscal year.</p>	
<u>ORIGINAL BACKGROUND FROM APRIL 6, 2021 COUNCIL BUSINESS MEETING:</u>	
<p>The City of Palm Coast/Palm Harbor Golf Course has a current contract with Golf Now. Golf Now manages tee sheets and point of sale transactions for items at the golf course. Golf Now uses Third Party Vendor (Sole Source) Elavon to process credit card transactions. The City currently has an agreement with Elavon for their services and pays them directly.</p>	
<p>Due to COVID, our credit card processing fees have been abnormally higher from the increase of payments being made with credit cards, as customers feel safer paying with minimal social contact. We expect the majority of future payments to be paid with credit cards. The Palm Harbor Golf Course is an important part of City Council's goal to ensure a high quality of life. Maintaining this service is vital to residents having access to the Palm Harbor Golf Course.</p>	
<p>In support of City Council's goal to remain committed to fiscal responsibility, the City has identified the need to increase the purchase order for credit card processing fees to continue delivering value-added services to residents. The original Purchase Order with Elavon was \$27,000. Staff anticipates the Purchase Order increase will not exceed \$38,000 for this fiscal year only. This request does not extend the term of the contract with Elavon, it is only to increase the Purchase Order for this fiscal year.</p>	
Recommended Action :	
ADOPT RESOLUTION 2022-XX APPROVING AN INCREASE IN THE PURCHASE ORDER WITH ELAVON FOR CREDIT CARD PROCESSING FEES FOR TRANSACTIONS AT THE PALM HARBOR GOLF COURSE	

City of Palm Coast, Florida Agenda Item

Agenda Date : July 19, 2022

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

City of Palm Coast, Florida Agenda Item

Agenda Date : July 19, 2022

Department CITY ADMINISTRATION	Amount
Division	Account
	#
Subject CALENDAR AND WORKSHEET	
Presenter :	
Background :	
Recommended Action :	