



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

Tuesday, July 12, 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.

E PRESENTATIONS

- 1 RESOLUTION 2022-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT**
- 2 PRESENTATION - DIVERSITY OF HOUSING SURVEY QUESTIONS**
- 3 PRESENTATION - CITY SPECIAL EVENTS OVERVIEW**
- 4 PRESENTATION - FLORIDA PARK DRIVE MEDIANS PROJECT UPDATE**
- 5 RESOLUTION 2022-XX APPROVING A CONTRACT WITH P&S PAVING FOR THE BELLE TERRE PARKWAY RIGHT TURN LANE AT EASTHAMPTON BOULEVARD PROJECT**
- 6 RESOLUTION 2022-XX APPROVING A CONTRACT WITH PAUL CULVER CONSTRUCTION, INC., A CONTRACT WITH DRMP, INC., A WORK ORDER WITH CPH ENGINEERS, AND A 10.11% PROJECT CONTINGENCY FOR THE LEHIGH TRAILHEAD PROJECT**
- 7 PRESENTATION - REGIONAL RACQUET CENTER GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT**
- 8 PRESENTATION – PROPOSED FISCAL YEAR 2023 GENERAL FUND BUDGET AND TRIM RATE OPTIONS**

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

9 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: July 12, 2022

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| Department | COMMUNITY DEVELOPMENT | Amount |
| Division | CITY CLERK | Account # |
| Subject | RESOLUTION 2022-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT | |
| Presenter : Barbara Grossman, Code Enforcement Manager | | |
| <p>Background : 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.</p> <p>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.</p> | | |
| <p>Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT</p> | | |
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City of Palm Coast, Florida Agenda Item

Agenda Date: July 12, 2022

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| Department | CITY ADMINISTRATION | Amount |
| Division | COMMUNICATIONS & MARKETING | Account # |
| Subject | PRESENTATION - DIVERSITY OF HOUSING SURVEY QUESTIONS | |
| Presenter: Brittany Kershaw, Communications & Marketing Director | | |
| Background : | | |
| COUNCIL PRIORITY: | | |
| A: Strong Resilient Economy | | |
| <p>7. To ensure continued smart/sustainable long-term growth of the City of Palm Coast, staff will develop a timeline and propose a budget accordingly to conduct a comprehensive Evaluation and Appraisal Report (EAR) analysis to an updated planning horizon of 2045.</p> | | |
| <p>An objective of this priority is: In FY 22, Staff shall conduct a survey on resident feedback on multi-family house in Palm Coast.</p> | | |
| <p>As part of this priority, we need to develop the survey questions to present to Palm Coast residents. At the June 28, 2022 Palm Coast City Council special budget workshop, during the SAP presentation, City Council gave recommendations of topics to include in the survey. This presentation will open the discussion to develop the survey questions to be used as well as a timeline.</p> | | |
| Recommended Action : | | |
| FOR PRESENTATION | | |
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Agenda Item

Agenda Date: July 12, 2022

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| Department PARKS AND RECREATION | Amount |
| Division | Account |
| | # |
| Subject PRESENTATION – CITY SPECIAL EVENTS OVERVIEW | |
| Presenter : Jared Dawson, Recreation Coordinator and James Hirst, Parks & Recreation Director | |
| Background : A brief description of City events to include expenditures, revenues, and how these events impact the community. | |
| Recommended Action : FOR PRESENTATION | |
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City of Palm Coast, Florida Agenda Item

Agenda Date : July 12, 2022

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| Department | CONSTRUCTION MANAGEMENT & ENGINEERING | Amount |
| Division | | Account # |
| Subject | PRESENTATION - FLORIDA PARK DRIVE MEDIANS PROJECT UPDATE | |
| Presenter : Mike Grunewald, Traffic Engineer | | |
| Background : | | |
| <p>This item is for standard operations.</p> <p>As part of the continued efforts to transform Florida Park Drive, the City has had a consultant (LTG,Inc.) perform a feasibility study and perform a design of roadway construction plans for roadway streetscaping/traffic calming modifications at two locations (canal ends) on Florida Park Drive.</p> <p>Location A is approximately 195-ft. north of Farragut Drive. Location B is approximately 190-ft. north of Foster Lane.</p> <p>The City advertised the project (ITB-SWE-22-19) and received (1) bid that was deemed responsive and responsible. The bid came \$205,000 higher than the approved budget.</p> <p>This item is to seek the City Council's direction to move forward with this project.</p> | | |
| Recommended Action : | | |
| FOR PRESENTATION AND DIRECTION | | |
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City of Palm Coast, Florida Agenda Item

Agenda Date: July 12, 2022

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|--|--|----------------|-------------------------|
| 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 | | | |
| Background : | | | |
| COUNCIL PRIORITY: | | | |
| This item is for standard operations. | | | |
| <p>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> | | | |
| SOURCE OF FUNDS WORKSHEET FY 2022 | | | |
| | 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)..... | \$ | 536,181.00 |
| | Balance..... | \$ | 154,808.68 |
| Recommended Action : | | | |
| ADOPT RESOLUTION 2022-XX APPROVING A CONTRACT WITH P&S PAVING FOR THE BELLE TERRE PARKWAY RIGHT TURN LANE AT EASTHAMPTON BOULEVARD PROJECT | | | |

City of Palm Coast, Florida Agenda Item

Agenda Date: July 12, 2022

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|---|---|----------------|-----------------------|
| Department | CONSTRUCTION MANAGEMENT & ENGINEERING | Amount | \$2,522,945.00 |
| Division | | Account | 21066015 063000 61010 |
| Subject | ADOPT RESOLUTION 2022-XX APPROVING A CONTRACT WITH PAUL CULVER CONSTRUCTION, INC., A CONTRACT WITH DRMP, INC., A WORK ORDER WITH CPH ENGINEERS, AND A 10.11% PROJECT CONTINGENCY FOR THE LEHIGH TRAILHEAD PROJECT | | |
| Presenter: Carl Cote, Director of Stormwater & Engineering | | | |
| Background : | | | |
| <p>City staff completed the design of a trailhead that will provide paved parking and restroom facilities for users of Lehigh Trail. The trailhead will be located adjacent to the Lehigh Trail along Belle Terre Parkway.</p> <p>On October 30, 2018 City Staff requested the approval of a work order with CPH for the Lehigh Trail head project. This proposed project was for the design of additional parking areas to replace the ad hoc parking. The original design was to include a parking lot, signing, pavement markings, sidewalks, drainage improvements, wet retention pond, water fountain, bike rack, restrooms and basic landscaping. This City owned land was identified as a site to be utilized to serve the central area of the community and the Master Plan efforts should include community functions associated with proposed development. City Council directed staff to include additional design services for a dog park & community gardens; those changes were made and approved during the November 6, 2018 City Council meeting.</p> <p>On November 6, 2018 City Council approved a Florida Department of Transportation (FDOT) Local Agency Program (LAP) Agreement, for FDOT grant funding in the amount of \$90,000.00 to assist in the funding of the design services for the project.</p> <p>On April 7, 2020 City Council approved a sublease agreement to utilize a portion of the State owned lands. This sublease agreement was necessary due to the limitations on vertical development, it was necessary to locate the restroom building on property owned by the State of Florida. The State has delegated Flagler County the authority to control the property including granting easements and leases on behalf of the State.</p> <p>On July 14, 2020 City Council approved a right-of-way consent agreement with Florida Power & Light for the Lehigh Trailhead Project. City staff requested the use of land, by approval of a Right-of-Way Consent Agreement, for the sole purpose of the Lehigh Trailhead additional parking, lighting, community gardens and a dog park.</p> <p>On April 20, 2021 City Council approved a FDOT LAP Agreement (#436473-1-58/68-07) for grant funding in the amount of \$1,583,738.00 for the construction phase of this project. This amount is to cover the FDOT eligible items (trailhead) portion of the project. The City will provide the required 10% match by funding the construction engineering and inspection</p> | | | |

City of Palm Coast, Florida Agenda Item

Agenda Date: July 12, 2022

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| Department | CONSTRUCTION MANAGEMENT & ENGINEERING | Amount |
| Division | | Account |
| Subject | PRESENTATION - REGIONAL RACQUET CENTER GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT | |
| Presenter: Carl Cote, Director of Stormwater & Engineering | | |
| <p>Background : 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.</p> <p>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.</p> <p>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.</p> <p>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.</p> | | |

City of Palm Coast, Florida Agenda Item

Agenda Date : July 12, 2022

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|--|----------------|
| Department FINANCIAL SERVICES | Amount |
| Division | Account |
| | # |
| Subject PRESENTATION – PROPOSED FISCAL YEAR 2023 GENERAL FUND BUDGET AND TRIM RATE OPTIONS | |
| Presenter : Helena Alves, Finance Director | |
| Background : | |
| <p>On September 22, 2021, City Council adopted Resolution 2021-136 approving the Fiscal Year 2022 Budget in the amount of \$248,635,694.00.</p> <p>At the April 26, 2022, Special Budget Workshop, City Council was presented with the year-to-date budget results for operating departments for Fiscal Year 2022 October through March.</p> <p>On May 3, 2022, the SAP adoption of Priorities was reviewed with City Council.</p> <p>The May 24, 2022, presentation to City Council reviewed the fund accounting and revenue source restrictions to prepare for the upcoming Fiscal Year 2023 budget.</p> <p>On June 14, 2022, City Council was presented with 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.</p> <p>Financial Services Director Helena Alves and Budget & Procurement Manager Gwen Ragsdale will be presenting to City Council the proposed Fiscal Year 2023 general fund budget, and an overview of the TRIM rate options.</p> | |
| Recommended Action : | |
| FOR PRESENTATION | |
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