



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, August 16, 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. MINUTES

1. MINUTES OF THE CITY COUNCIL:

AUGUST 2, 2022 BUSINESS MEETING

AUGUST 9, 2022 WORKSHOP MEETING

F. PRESENTATIONS

2. PRESENTATION - 2022 SUMMER INTERN RECAP

G. ORDINANCES SECOND READ

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

H. ORDINANCES FIRST READ

4. ORDINANCE 2022-XX ESTABLISHING THE LANDINGS COMMUNITY DEVELOPMENT DISTRICT - APPLICATION # 5110

I. RESOLUTIONS

5. RESOLUTION 2022-XX APPROVING THE INTERCONNECTION AND BULK WATER AND WASTEWATER TREATMENT UTILITY AGREEMENT WITH FLORIDA GOVERNMENTAL UTILITY AUTHORITY

6. RESOLUTION 2022-XX APPROVING THE 2022-2026 CONSOLIDATED ACTION PLAN FOR

THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM

- 7. RESOLUTION 2022-XX APPROVING THE FINAL NUISANCE ABATEMENT ASSESSMENT**
- 8. RESOLUTION 2022-XX APPROVING THE OLD KINGS ROAD SPECIAL ASSESSMENT ROLL TO BE TRANSMITTED TO THE FLAGLER COUNTY TAX COLLECTOR**

J. CONSENT

- 9. RESOLUTION 2022-XX APPROVING AN AMENDMENT TO THE INVESTMENT POLICY**
- 10. RESOLUTION 2022-XX APPROVING THE CONTRACT FOR PURCHASE AND SALE WITH JTL GRAND LANDINGS DEVELOPMENT LLC**
- 11. RESOLUTION 2022-XX APPROVING THE SEMINOLE TRAILS LAND EXCHANGE AGREEMENT**
- 12. RESOLUTION 2022-XX APPROVING A MASTER PRICE AGREEMENT WITH CARMEUSE LIME & STONE FOR HIGH CALCIUM BULK QUICKLIME**
- 13. RESOLUTION 2022-XX APPROVING A MASTER PRICE AGREEMENT WITH MERRELL BROTHERS, INC. FOR WASTEWATER RESIDUALS MANAGEMENT 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

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

O. ADJOURNMENT

- 15. AGENDA WORKSHEET AND CALENDAR**

City of Palm Coast, Florida Agenda Item

Agenda Date: August 16, 2022

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PRESENTATION - 2022 SUMMER INTERN RECAP	
Presenter: Brittany Kershaw, Communications & Marketing Director	
<p>Background:</p> <p>The City of Palm Coast offers paid internship opportunities to current or recent college graduates during the summer months. An internship with the City of Palm Coast is more than just a job – it's an experience! From day one, our interns are encouraged to take initiative in their own projects, network with professionals, work hands-on in their career field, and make a difference in their community.</p> <p>In addition to their individual projects, all of the interns this year worked on a joint project to help our Human Resource Department recruit and retain the next generation of employees. This project was then presented to the Executive Team during a meeting in August.</p> <p>This summer we welcomed 8 incredible interns:</p> <p>Kurstan Middlebrook (Parks and Rec Intern) Kyanna Kimes (City Manager Intern) Lovie Haley (City Manager Intern) Vanessa Sanabria (IT Intern) Carter Kemmis (HR Interns) Natalia Kurdziel (Public Works Intern) Annie Pereira (Public Works Intern) Rosemary Tehan (HR Interns)</p> <p>Please enjoy this brief recap of the interns' experience at the City of Palm Coast.</p>	
Recommended Action: FOR PRESENTATION PURPOSES	

City of Palm Coast, Florida Agenda Item

Agenda Date: August 16, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	ORDINANCE 2022-XX RYAN'S LANDING REZONING - APPLICATION # 5037	
Presenter: Jordan Myers, Environmental Planner		
Background: This is a Quasi-Judicial Matter.		
<u>UPDATE FROM THE JUNE 7, 2022 BUSINESS MEETING:</u> The item was heard by City Council at their June 7, 2022 Business Meeting. Council voted to continue this item. City Council requested staff discuss with the School, the bus stop location conflicts. A letter from the School Board Attorney is included in the agenda item relating to the the bus stop locations. In addition, a full paved entrance has been added to the plan. A picture of the new site plan and the proposed bus stop is also attached to this item.		
<u>UPDATE FROM THE MAY 17, 2022 BUSINESS MEETING.</u> 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.		
<u>ORIGINAL BACKGROUND FROM THE MAY 17, 2022 BUSINESS MEETING.</u> 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 voted on April 20, 2022 by a vote of 6 to 1 to recommend 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: August 16, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	ORDINANCE 2022- XX ESTABLISHING THE LANDINGS COMMUNITY DEVELOPMENT DISTRICT - APPLICATION # 5110	
Presenter: Jordan Myers, CFM, Environmental Planner		
Background:		
<u>UPDATE FROM THE AUGUST 9, 2022 WORKSHOP</u>		
This item was heard by City Council at their August 9, 2022 Workshop. There were no changes suggested to this item.		
<u>ORIGINAL BACKGROUND FROM THE AUGUST 9, 2022 WORKSHOP</u>		
On May 18, 2005, Flagler County approved The Grand Landings Planned Unit Development Agreement. The City of Palm Coast then annexed the project in March of 2007. Grand Landings is located on the west side of Seminole Woods Boulevard, south of the Flagler County Executive Airport and north of the new Sesame Boulevard. The Landings portion is on the south side of Citation Boulevard just east of Water Treatment Plant #2.		
In April 2022, the applicant submitted a petition to establish the Landings Community Development District (CDD) which is primarily a mechanism for funding the significant costs of providing infrastructure for a residential community. In this case, the applicant estimates there would be 399 homes in the Landings.		
Florida Statutes Chapter 190 – Community Development Districts sets forth the standards for a CDD, and more specifically, Section 190.005, Fla. Stat. provides the standards for a local government to adopt an ordinance establishing a CDD. The following six factors are to be used by the City in determining if the City Council will grant or deny the CDD petition:		
<div><div>1.</div><div>2.</div><div>3.</div><div>4.</div><div>5.</div><div>6.</div></div> <div><div>Whether all the statements within the petition have been found to be true and correct.</div><div>Whether the establishment of the district is inconsistent with any applicable element or portion of the State’s comprehensive plan or of the City’s comprehensive plan.</div><div>Whether the land area within the proposed district is of sufficient size, is sufficiently compact and is sufficiently contiguous to be developable as one functional interrelated community.</div><div>Whether the district is the best alternative available for delivering CDD services and facilities for the project.</div><div>Whether the CDD services and facilities of the district will be incompatible with the capacity and uses of existing local and regional community development services and facilities.</div><div>Whether the area that will be served by the district is amenable to separate special district government.</div></div>		

A CDD is a special purpose unit of government that is utilized to acquire, finance, operate and maintain the infrastructure within a planned development. A key advantage for the developer is that low cost financing can be obtained by issuing tax-exempt bonds to finance the infrastructure improvements. The City or County approving such ordinance establishing the CDD is not a party to the financing and does not incur any obligation for this infrastructure debt.

Once the infrastructure is completed, the CDD is managed by a 5-member Board of Supervisors. Florida law requires the Board of Supervisors to operate under public record laws and provide annual audits. Additionally, Florida laws require that potential property owners within the CDD be notified upfront in writing of the infrastructure costs and annual payments associated with the applicable property. These payments would be made to the Flagler County Tax Collector's office as an assessment.

Public Participation: Newspaper ads are required to be run approximately two weeks prior to each of the two City Council public hearings. The applicant is also required to run four consecutive weekly newspaper ads advising the public of the second City Council public hearing.

Recommended Action:

PLANNING STAFF RECOMMENDS THAT CITY COUNCIL DETERMINE THE LANDINGS COMMUNITY DEVELOPMENT DISTRICT PETITION IS IN COMPLIANCE WITH FLORIDA STATUTES CHAPTER 190 AND THE CITY'S COMPREHENSIVE PLAN AND APPROVE THE ORDINANCE ESTABLISHING THE LANDINGS COMMUNITY DEVELOPMENT DISTRICT, APPLICATION NO. 5110

City of Palm Coast, Florida Agenda Item

Agenda Date: August 16, 2022

Department	WATER AND WASTEWATER UTILITY	Amount	\$
Division		Account	#
Subject	RESOLUTION 2022-XX APPROVING AN AGREEMENT WITH THE FLORIDA GOVERNMENTAL UTILITY AUTHORITY FOR BULK UTILITY TREATMENT		
Presenter : Steve Flanagan, Utility Director			
Background : <u>UPDATE FROM THE AUGUST 9, 2022 WORKSHOP</u> This item was heard by City Council at their August 9, 2022 Workshop. There were no changes suggested to this item.			
<u>ORIGINAL BACKGROUND FROM THE AUGUST 9, 2022 WORKSHOP</u> Twenty years ago, Flagler County (the “County”) and the City of Palm Coast (the “City”) were in conflict over territorial rights for water and sewer service. The territory in question was the area of Old Kings Road south of SR 100. By 2007, the County and the City, along with other utility owners, agreed to settle their various disputes in the Settlement Agreement. The Agreement defined which area of Old Kings Road each party would service. It also contained a clause the City would install a water main and meter to a specified point. At that specified point the County would connect and receive bulk water for resale to its customer base.			
In 2018, the City of Palm Coast and Flagler County were approached by property owners along the Old Kings Road Service Area with potential plans for future development. As such, the City and the County entered negotiations for a revised Interlocal Agreement, which would have laid the foundation to develop a cooperative effort to provide a regional approach to address water and sewer service along Old Kings Road South to properties in the City and in unincorporated County effectuating the terms of the 2007 agreement. That agreement would have provided that the parties would continue to work together and enter into a future Interlocal Agreement. However, an agreement was not reached.			
Since that time, the County has sold their utility to Florida Governmental Utility Authority (FGUA). Staff has negotiated an agreement with FGUA, which is being proposed to Council. The agreement specifies the City will provide bulk water and sewer services to the FGUA. This agreement also grants the City service rights for the territories annexed after the Settlement Agreement. The City would acquire the current property which FGUA utilizes for the treatment facility. This site would potentially become the City’s future WWTP#3 site and would enable future wastewater service in the southeastern portion of the City. The agreement would also allow for the reduction/elimination of small package treatment facilities in the area, a benefit that would reduce/eliminate the discharge of wastewater effluent into Bulow Creek.			
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING AN AGREEMENT WITH THE FLORIDA GOVERNMENTAL UTILITY AUTHORITY FOR BULK UTILITY TREATMENT			

City of Palm Coast, Florida Agenda Item

Agenda Date : August 16, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	RESOLUTION 2022-XX APPROVING THE 2022-2026 CONSOLIDATED ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM	
Presenter : Jose Papa, AICP, Senior Planner		
Background:		
THIS IS A LEGISLATIVE ITEM		
<u>UPDATE FROM THE AUGUST 9, 2022 WORKSHOP</u>		
This item was heard by City Council at their August 9, 2022 Workshop. There were no changes suggested to this item.		
<u>ORIGINAL BACKGROUND FROM THE AUGUST 9, 2022 WORKSHOP</u>		
The Community Development Block Grant (CDBG) Program started in 1974 to provide funding for housing and community development. Activities or Programs funded by CDBG funds must meet one of the following the National Objectives of the Program:		
<div><div>1) Benefit low- and moderate-income persons (LMI)</div><div>2) Prevent or eliminate slum or blight</div><div>3) Address urgent community development needs (Emergency)</div></div>		
As an entitlement community, the City of Palm Coast will be eligible to receive an annual allocation from the Department of Housing and Urban Development (HUD). Historically, CDBG funds have been used for various community development activities such as:		
<div><div>Housing Programs,</div><div>Public Services (Limited to 15% of Grant),</div><div>Public Infrastructure/Facilities (In Qualified Areas based on Census or benefits area 51% or greater LMI Area),</div><div>Economic Development, and</div><div>Planning/Administration/Monitoring of the Program (limited to 20% of allocation).</div></div>		
In the City of Palm Coast, CDBG funds have been used to fund the following activities:		
<div><div>Housing rehabilitation of owner-occupied units,</div><div>Public Services,</div><div>Public Infrastructure (trails), and</div><div>Planning/Administration/Monitoring of the program.</div></div>		

To receive CDBG funds, an entitlement community is required to complete a Consolidated Plan, Strategic Plan, and Annual Action Plan. The Consolidated Plan is designed to provide a unified vision for community development actions to meet CDBG goals of decent housing, suitable living environment, & expanded economic opportunities. The Strategic Plan is an outlay of expected actions and programs to address City needs as consistent with the national objectives and the Annual Action Plan describes the intended use of CDBG funds over the coming year. The data in the needs assessment and market analysis indicate that there is a shortage of affordable housing units. Combined with an aging housing stock and a population that continues to be more elderly than the state average indicates the need to address the preservation of the existing units currently occupied by low-moderate income households. Additional input into priorities came through consultation with social service providers, the public input process, and the advisory committee.

The data provided in the CAP highlights the challenges for the community.

Population over the age of 65

Data shows the City will continue to have a significant population over the age of 65 (from 21% to 28% of total population between 2010 and 2020), the need for increased services for the population over the age of 65 (especially those on a fixed income) is significantly impacted by economic changes or sudden expenses such as home repair or health care. Other data in the CAP shows the following:

- 13% of all households in the City are single-family households over the age of 65,
- 49% of all households have one or more people over the age of 65,
- 57% of households in an owner-occupied unit with a cost burden of 30% or more includes a person over the age of 62, and
- there are over 700 households where the grandparents are responsible for their grandchildren.

Cost-burden (when housing costs, whether rent or mortgage with utilities, are over 30% of income)

The CAP data shows the following:

- 61% of all households earning 80% or less of the Area Median Income are cost-burdened (pay 30% or more for rent or mortgage payment)
- Of the 61%, 34% are in owner-occupied units and 27% are renters.

These statistics indicate that Low-Moderate Income households as a whole are subject to having a cost-burden. Similar to households on a fixed-income or a household reliant on a single income, cost-burdened households are vulnerable to homelessness should sudden emergency expenses occur (health care, significant home repair, etc.).

Age of Housing Stock

Over 50% of the City's housing stock was constructed after 2000. Although the City's housing stock and neighborhoods may be relatively young compared to other areas of the country, it is important to recognize the City's housing inventory is aging, and additional resources will be needed to maintain the housing stock to a livable condition and prevent the dilapidation of neighborhoods. These challenges are enhanced by having a more elderly population or cost-burdened household who may have limited flexible income for significant home repairs.

Social Service Needs

As stated through the CAP, a primary obstacle to meeting social service needs is the limited financial and staff resources available. The City recognizes that other governmental agencies (Flagler County) or non-governmental agencies such as Flagler Cares, or the Family Life Center provides vital services in the community to fill assist with various issues such as domestic violence, threat of homelessness, financial assistance for utilities, rent, etc. Through consultation and dialogue with providers, the City may be able to provide limited assistance through the use of limited CDBG funds for public service.

Based on the challenges and findings provided above, it is proposed that the FFY 2022-2026 Consolidated Plan continue with activities identified in the current Consolidated Plan and Action Plan, through the following goals:

Goal: Provide Decent Housing:

Encourage Home Ownership and Reinvestment by providing financial assistance programs for home repairs to retain the affordable housing stock or financial assistance to assist first-time homebuyers.

Goal: Create a Sustainable Living Environment:

Expand Availability and Access to public services through funding of public service activities
Invest in Capital Projects that improve the safety and livability of neighborhoods

Goal: Expanded Economic Opportunities

Identify economic activities which may be assisted by CDBG funds.

Goal: Address Urgent Needs

As a result of emergency, identify potential activities which may be implemented with CDBG funds.

The Citizen's Advisory Task Force (CATF) held a public hearing on June 22, 2022, and recommended approval. Additionally, the CATF made a recommendation to highlight the need for more teen activities in the city and to seek opportunities to assist organizations who provide teen activities. Staff also recommends approval of the plan.

Recommended Action:

ADOPT RESOLUTION 2022-XX APPROVING THE 2022-2026 CONSOLIDATED ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM AND SEEK MORE TEEN ACTIVITIES AND OPPORTUNITIES TO ASSIST ORGANIZATIONS WHO PROVIDE TEEN ACTIVITIES

City of Palm Coast, Florida Agenda Item

Agenda Date : August 16, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	CODE ENFORCEMENT	Account #
Subject	RESOLUTION 2022-XX APPROVING THE FINAL NUISANCE ABATEMENT ASSESSMENT	
Presenter : Barbara Grossman, Code Enforcement Manager		
Background : <u>UPDATE FROM THE AUGUST 9, 2022 WORKSHOP</u> This item was heard by City Council at their August 9, 2022 Workshop. There were no changes suggested to this item. <u>ORIGINAL BACKGROUND FROM THE AUGUST 9, 2022 WORKSHOP</u> On March 2, 2010, the City adopted Ordinance 2010-03 to provide for the creation of an Assessment Area and authorize the imposition of Nuisance Abatement Assessments to be attached to the annual ad valorem tax bill sent out by the County Tax Collector. December 21, 2010, the City adopted Resolution 2010-168 signifying its intent to use the uniform collection method to collect non-ad valorem assessments pursuant to Ordinance 2010-03. On July 16, 2022, City Council adopted the Initial Assessment Resolution 2022-90 relating to the Nuisance Abatement Special Assessment. Staff has prepared the Final Assessment Roll and Final Assessment Resolution for Council consideration. Pursuant to State Statutes, the notice of the public hearing was published in the newspaper of general circulation for Flagler County with the list of the affected property owners at least 20 days prior to the August 16, 2022.		
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING THE FINAL NUISANCE ABATEMENT ASSESSMENT		

City of Palm Coast, Florida Agenda Item

Agenda Date : August 16, 2022

Department FINANCIAL SERVICES Division	Amount Account #
Subject RESOLUTION 2022-XX APPROVING THE OLD KINGS ROAD SPECIAL ASSESSMENT ROLL TO BE TRANSMITTED TO THE FLAGLER COUNTY TAX COLLECTOR	
Presenter : Helena Alves, Finance Director	
Background : <u>UPDATE FROM THE AUGUST 9, 2022 WORKSHOP</u> This item was heard by City Council at their August 9, 2022 Workshop. There were no changes suggested to this item. <u>ORIGINAL BACKGROUND FROM THE AUGUST 9, 2022 WORKSHOP</u> The Old Kings Road Special Assessment District was established by Ordinance 2005-10 in order to provide a funding mechanism, through special assessments, to fund four-laning improvements to Old Kings Road, based on the request and consent of affected property owners, from Palm Coast Parkway to SR 100. This Resolution provides for the annual assessment roll to be certified to the County Tax Collector so that the annual installments of the assessment can be included on the 2022 Property Tax Bills to be issued in October/November 2022. The assessments roll is substantially similar to the roll approved in the prior fiscal year.	
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING THE OLD KINGS ROAD SPECIAL ASSESSMENT ROLL TO BE TRANSMITTED TO THE FLAGLER COUNTY TAX COLLECTOR	

City of Palm Coast, Florida Agenda Item

Agenda Date : August 16, 2022

Department FINANCIAL SERVICES Division	Amount Account #
Subject RESOLUTION 2022-XX APPROVING AN AMENDMENT TO THE INVESTMENT POLICY	
Presenter : Helena Alves, Finance Director	
<p>Background : <u>UPDATE FROM THE AUGUST 9, 2022 WORKSHOP</u> This item was heard by City Council at their August 9, 2022 Workshop. There were no changes suggested to this item.</p> <p><u>ORIGINAL BACKGROUND FROM THE AUGUST 9, 2022 WORKSHOP</u> In 2003, City Council approved the Investment Policy, Resolution 2003-25, to guide and protect the monetary assets of the City while invested to generate additional revenue for public uses. Over the years, financial markets change and require periodic review of the current policy. Since adoption, the policy has been revised a couple of times. In 2012 Council adopted Resolution 2012-96. This revision included updates to terminology, clarification of staff responsibilities, and updates to allowable investment options. The most recent revision was in 2015, via Resolution 2015-44. This revision included updates to allowable investment options.</p> <p>The City's investment advisors, PFM, have recommended to revise the policy to increase the maximum allocation of funds from 25% to 50% for both Florida Prime funds and Intragovernmental Investment Pools. The maturity limitations will also increase from 5 to 5.5 years for supranational securities, corporate notes, and state/local government debt securities.</p>	
<p>Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING AN AMENDMENT TO THE INVESTMENT POLICY</p>	

City of Palm Coast, Florida Agenda Item

Agenda Date : August 16, 2022

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$162,862.50
Division		Account #	21097011-061000-54623
Subject	RESOLUTION 2022-XX APPROVING THE CONTRACT FOR PURCHASE AND SALE WITH JTL GRAND LANDINGS DEVELOPMENT LLC		
Presenter : Carl Cote, Construction Management and Engineering Director			
Background : On September 7, 2021, City Council provided authorization to join a rezoning application to Master Planned Development and Future Land Use Amendment for a project known as Seminole Palms. The project encompasses five parcels, two of which are owned by the City and are located on Seminole Woods Boulevard, adjacent to the Iroquois Waterway just south of the Flagler County Airport. The totaling acres is approximately 240 acres. The extension of Citation Boulevard, connecting Belle Terre to Seminole Woods has a significant positive public impact on fire service, utilities and traffic. As presented to City Council, a need for two fire stations south of SR100 are identified in the 2020-2029 Palm Coast Fire Department Station Location Study. One to be located on Belle Terre Boulevard and another on Seminole Woods Boulevard. The study did not contemplate Citation connecting the two north / south arterials. When the opportunity to extend Citation was presented to the Fire Department, the department determined service would be available to serve both southern areas of the City with one station located on Seminole Woods. The property required for the station is already in inventory. The reduction of one fire station has a significant long-term financial benefit to the citizens of Palm Coast. On October 19, 2021, City Council approved a Resolution for Impact Fee Prepayment, Citation Boulevard Extension and Land Exchange Agreement. On May 17, 2022, City Council approved an Interlocal Agreement for Citation Boulevard Extension with the Seminole Palms Community Development District. As part of the initial discussions, the project roadway layout requires the City of Palm Coast to obtain property in order to connect to the existing Citation roadway. This item is to approve the purchase of the additional land to provide the required right-of-way needed for the project.			
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING THE CONTRACT FOR PURCHASE AND SALE WITH JTL GRAND LANDINGS DEVELOPMENT LLC			

City of Palm Coast, Florida Agenda Item

Agenda Date: August 16, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	RESOLUTION 2022-XX APPROVING THE SEMINOLE TRAILS LAND EXCHANGE AGREEMENT	
Presenter: Jordan Myers, CFM, Environmental Planner		
Background: THIS IS A LEGISLATIVE ITEM <u>UPDATE FROM THE AUGUST 9, 2022 WORKSHOP</u> This item was heard by City Council at their August 9, 2022 Workshop. There were no changes suggested to this item. <u>ORIGINAL BACKGROUND FROM THE AUGUST 9, 2022 WORKSHOP</u> In November 2021, City Council approved a FLUM and Zoning amendment for Seminole Trails from Mixed Use FLUM and MPD Zoning to Residential FLUM and SFR-1 Zoning. This proposal is to exchange 3.51 acres of City land with 0.75 acres of Palm Coast Land Opportunities, Inc. land and land currently owned by SG Flagler Holdings, which is 0.96 acres. The City will also be granted an easement, which is 2.4 acres. The intent of this land exchange is to create a 35-acre flood storage area call Dry Lake and the Developer will excavate it for the City. The creation of the lake will provide a much-needed flood water storage area, as well as improve the water quality in the area.		
Recommended Action: ADOPT RESOLUTION 2022-XX APPROVING THE SEMINOLE TRAILS LAND EXCHANGE AGREEMENT BETWEEN PALM COAST LAND OPPORTUNITIES, INC., AND THE CITY OF PALM COAST		

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 16, 2022

Department	UTILITY	Amount	\$ AS NEEDED
Division	WATER AND WASTEWATER	Account	# 54019086 – 052030
	UTILITY		# 54019087 – 052030
Subject	RESOLUTION 2022-XX APPROVING A MASTER PRICE AGREEMENT WITH CARMEUSE LIME & STONE FOR HIGH CALCIUM BULK QUICKLIME		
Presenter : Peter Roussel, Utility Deputy Director			
Background: This item is for standard operations.			
<p>The City's Water Treatment Plant #1, and Water Treatment Plant #2, utilizes High Calcium Bulk Quick Lime during the treatment process. The City of Palm Coast bid the annual supply of High Calcium Bulk Quicklime in ITB-UT-22-46. The length of the contract term will be one year and allows for two annual renewals.</p> <p>Staff recommends the City approve a master price agreement with Carmeuse Lime & Stone for High Calcium Bulk Quick Lime supply based on the City of Palm Coast bid ITB-UT-22-46. The notice of intent to award and project bid overview are attached to this agenda item.</p> <p>City staff will purchase this chemical using budgeted funds appropriated by City Council. The Fiscal Year 2022 Budget includes available funding within the Utility Fund-Chemicals to purchase this chemical. This chemical will be purchased on an as needed basis.</p>			
SOURCE OF FUNDS WORKSHEET FY 2022			
UTILITY FUND Chemicals 54019086 052030.....			\$739,152.00
Total Expended/Encumbered to Date.....			622,003.30
Current (WO/Contract).....			0.00
Balance.....			\$117,148.70
SOURCE OF FUNDS WORKSHEET FY 2022			
UTILITY FUND Chemicals 54019087 052030.....			\$649,945.00
Total Expended/Encumbered to Date.....			648,252.00
Current (WO/Contract).....			0.00
Balance.....			\$ 1,693.00
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING A MASTER PRICE AGREEMENT WITH CARMEUSE LIME & STONE FOR HIGH CALCIUM BULK QUICK LIME			

City of Palm Coast, Florida

Agenda Item

Agenda Date : August 16, 2022

Department	WATER AND WASTEWATER UTILITY	Amount	\$45,000.00
Division	UTILITY	Account	#54019083 034000 #54019084 034000
Subject	RESOLUTION 2022-XX APPROVING A MASTER PRICE AGREEMENT WITH MERRELL BROTHERS, INC. FOR WASTEWATER RESIDUALS MANAGEMENT SERVICES		
Presenter : Danny Ashburn, Utility Systems Manager			
Background : The City produces wastewater residuals at its Wastewater Treatment Plant #1 and Wastewater Treatment Plant #2. The dewatered residuals to be transported contain nominal 14-20% dry solids content. Residuals are transported from City facilities to a FDEP approved permitted site and used in processes to create Class AA material suitable for public access. City staff advertised and solicited bids for Wastewater Residuals Management Services in accordance with the City’s Purchasing Policy. Three (3) bids were received, two (2) of which were found to be responsive and responsible, and one was deemed to be non-responsive as the submission did not contain signed and dated Addendum #2 as required. City staff recommends entering into an agreement with the low bidder, Merrell Brothers Inc., at \$54.00 per dry ton, for an annual cost of \$443,890.00, for both facilities. The notice of intent to award and project bid overview is attached. Since this is a price agreement, City staff will schedule on an as-needed basis using budgeted funds appropriated by City Council. The Fiscal Year 2022 Budget includes funding within the Utility Fund to pay for these services. City staff estimates the City will expend approximately \$443,890.00 annually under this contract. The total estimated amount for the remainder of this fiscal year is \$45,000.00.			
SOURCE OF FUNDS WORKSHEET FY 2022			
OTHER CONTRACTUAL SVCS 54019083-034000.....		\$	466,400.00
Total Expended/Encumbered to Date.....			436,314.00
Current (WO/Contract).....			30,000.00
Balance		\$	86.00
OTHER CONTRACTUAL SVCS 54019084-034000.....		\$	155,650.00
Total Expended/Encumbered to Date.....			111,705.00
Current (WO/Contract).....			15,000.00
Balance		\$	25,945.00
Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING A MASTER PRICE AGREEMENT WITH MERRELL BROTHERS, INC. FOR WASTEWATER RESIDUALS MANAGEMENT SERVICES			

City of Palm Coast, Florida Agenda Item

Agenda Date : August 16, 2022

Department	FINANCIAL SERVICES	Amount
Division	FINANCE	Account
		#
Subject	REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR JULY 2022	
Presenter :	Denise Bevan, City Manager	
Background :	Attached is a list of all emergency and sole source purchases for the month of July 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	