



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, September 13, 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 PRESENTATION – LOCAL LEGISLATIVE PRIORITIES**
- 2 RESOLUTION 2022-XX APPROVING SUBRECIPIENT AGREEMENTS FOR THE CDBG-CV PUBLIC SERVICE GRANT PROGRAM**
- 3 RESOLUTION 2022-XX APPROVING AN AUTOMATIC/MUTUAL AID INTERLOCAL AGREEMENT FOR FIRE PROTECTION AND RESCUE SERVICES BETWEEN THE CITY OF FLAGLER BEACH, THE CITY OF PALM COAST AND FLAGLER COUNTY**
- 4 RESOLUTION 2022-XX APPROVING THE CONTINUATION OF THE HEALTH INSURANCE WITH FLORIDA BLUE AND TO INCLUDE STOP LOSS AND LIFE AND DISABILITY INSURANCE**
- 5 ORDINANCE 2022- XX AMENDING THE BOUNDARIES OF THE SEMINOLE PALMS COMMUNITY DEVELOPMENT DISTRICT - APPLICATION # 5188**
- 6 ORDINANCE 2022-XX AMENDING SECTION 2-36, MEETINGS, OF THE CODE OF ORDINANCES OF THE CITY OF PALM COAST**

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

7 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: September 13, 2022

Department CITY ADMINISTRATION Division	Amount Account #
Subject PRESENTATION – LOCAL LEGISLATIVE PRIORITIES	
Presenter: Jason DeLorenzo, Chief of Staff	
Background: Council Priority: D4 Economic Development This year, Flagler County on behalf and in coordination with its municipalities, is developing a legislative priorities brochure to be presented at the annual Legislative Delegation meeting. In the past, each local government developed priorities individually. The City will also utilize the brochure for in-district meetings with legislators and during Florida League of Cities Legislative Action Days. Staff has developed, and will present, a list of priorities for Council consideration and consensus.	
Recommended Action: FOR PRESENTATION AND DIRECTION	

City of Palm Coast, Florida Agenda Item

Agenda Date : September 13, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	RESOLUTION 2022-XX APPROVING SUBRECIPIENT AGREEMENTS FOR THE CDBG-CV PUBLIC SERVICE GRANT PROGRAM	
Presenter : Jose Papa, Senior Planner		
<p>Background: Since 2012, the City of Palm Coast has received funding through the Community Development Block Grant (CDBG) Program.</p> <p>In 2020, the passage of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), made available additional CDBG funding (CDBG-CV) to entitlement communities. The City received \$299,058 in CDBG-CV funds during the first round of fund allocation. These funds were used to provide utility payment assistance to income and program qualified households.</p> <p>The third round of the CARES Act allocation provided an additional \$340,392 to the City. The CARES Act funds are intended to assist low-moderate income persons or households to prevent, prepare for, or respond to the impacts of the coronavirus.</p> <p>In addition to the \$340,392 from Round 3, there is an additional \$5,116.50 remaining from the Round 1 allocation. To identify use for the funds, the Citizens Advisory Task Force (CATF) held a public hearing on May 26, 2021, to hear public testimony of all interested parties regarding the use of the CARES Act funding and recommended to provide the CARES Act funds to non-profit agencies by means of a Public Service Subrecipient Assistance Program (Grant Program).</p> <p>The City Council in turn held a public hearing on August 3, 2021, to discuss and approve the recommendation from the CATF.</p> <p>Staff proceeded to issue a Notice of Funding Availability on March 2, 2022, and June 1, 2022, to solicit grant applications from service agencies to use the available CARES Act funds. Grant applications were received from Flagler Cares Inc, and Flagler Ecumenical Social Service Center, Inc. (a/k/a The Family Life Center) on or before the grant submission deadline of June 15, 2022.</p> <p>Staff with the assistance of our grant consultant has determined that the proposed activities in the grant applications from Flagler Cares Inc. to provide Emergency Rent and Utility Payment Assistance, and an activity to provide Behavioral Services Assistance are qualified activities. Additionally, staff determined that the proposed activities in the grant applications from Flagler Ecumenical Social Service Center, Inc. (a/k/a The Family Life Center) to provide Emergency Services to domestic violence victims, and to provide relocation assistance are also qualified activities.</p>		

The recommended allocation for each activity is \$75,127 or a total of \$300,508.50 for the four activities. The remaining funds will be used to retain the services of a third party to monitor and administer the grant activities (\$45,000).

Recommended Action:
ADOPT RESOLUTION 2022-XX APPROVING SUBRECIPIENT AGREEMENTS FOR THE CDBG-CV PUBLIC SERVICE GRANT PROGRAM

City of Palm Coast, Florida Agenda Item

Agenda Date : September 13, 2022

Department	PUBLIC SAFETY	Amount	
Division	FIRE	Account	
		#	
Subject	RESOLUTION 2022-XX APPROVING AN AUTOMATIC/MUTUAL AID INTERLOCAL AGREEMENT FOR FIRE PROTECTION AND RESCUE SERVICES BETWEEN THE CITY OF FLAGLER BEACH, THE CITY OF PALM COAST AND FLAGLER COUNTY		
Presenter: Kyle Berryhill, Battallion Chief			
Background: The City of Palm Coast, City of Flagler Beach, and Flagler County are proposing an Interlocal Agreement (ILA) for Automatic and Mutual Aid to provide for fire and emergency medical services throughout the county. This agreement replaces a twenty-year old agreement and is the result of months of work between the chief officers of Flagler County Fire Rescue, Palm Coast Fire Department, and Flagler Beach Fire Department. In this proposed ILA, the agencies agree to responding with the closest appropriate unit – essentially ensuring that a Palm Coast citizen experiencing an emergency anywhere in Flagler County will get help in the shortest time possible. This proposed ILA establishes practices for Dispatching, Communications, Automatic Aid, Mutual Aid, and Joint Training.			
Recommended Action: ADOPT RESOLUTION 2022-XX APPROVING AN AUTOMATIC/MUTUAL AID INTERLOCAL AGREEMENT FOR FIRE PROTECTION AND RESCUE SERVICES BY AND BETWEEN THE CITY OF PALM COAST, THE CITY OF FLAGLER BEACH AND FLAGLER COUNTY			

City of Palm Coast, Florida Agenda Item

Agenda Date : September 13, 2022

Department	HUMAN RESOURCES	Amount
Division	11358	Account
		#
Subject	RESOLUTION 2022-XX APPROVING THE CONTINUATION OF THE HEALTH INSURANCE WITH FLORIDA BLUE AND TO INCLUDE STOP LOSS AND LIFE AND DISABILITY INSURANCE	
Presenter : Renina Fuller, Human Resources Director		
<p>Background : The City currently offers a well-rounded, self-insured benefits program to all full-time employees. Under the self-insured programs, the City pays a per employee per month fee for the group health plan administration services and also pays for any health insurance claims incurred. In addition to the fixed fee for the plan administration services, there is a fixed monthly per-employee fee for stop-loss insurance up to \$175,000 per person/per year, as well as aggregate coverage for the group as a whole. The program includes group health insurance, basic life insurance, and long-term disability insurance. The City also offers Dental, Vision, Voluntary Life insurance, Voluntary short-term disability insurance, and supplemental accident and critical illness insurance but the full cost is borne by the employees.</p> <p>The stop loss renewal with Companion Life came in with an increase to the City of \$114,771. The Florida Blue administrative fee per employee per month increased from \$53.20 to \$56.78.</p> <p>The Standard is our dental, vision, voluntary life, and disability carrier. There is no change in premium for FY2023.</p> <p>Supplemental insurance for accident/critical illness will remain with Colonial Life. There is no change in premium for FY2023.</p> <p>Florida Blue is also offering \$30,000 in wellness dollars for 2023 to the City.</p>		
<p>Recommended Action : ADOPT RESOLUTION 2022-XX APPROVING THE CONTINUATION OF THE HEALTH INSURANCE WITH FLORIDA BLUE AND TO INCLUDE STOP LOSS AND LIFE AND DISABILITY INSURANCE</p>		

City of Palm Coast, Florida Agenda Item

Agenda Date: September 13, 2022

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	ORDINANCE 2022- XX AMENDING THE BOUNDARIES OF THE SEMINOLE PALMS COMMUNITY DEVELOPMENT DISTRICT - APPLICATION # 5188	
Presenter: Jordan Myers, Environmental Planner, CFM		
Background:		
<p>On January 4, 2022, City Council approved the creation of the Seminole Palms Community Development District.</p> <p>In June 2022, the applicant submitted a petition to amend the boundaries of the Seminole Palms Community Development District (CDD), which is primarily a mechanism for funding the significant costs of providing infrastructure for a residential community. This amendment would add 70.18+/- acres to the existing 239.63+/- acre district.</p> <p><u>Public Participation:</u> The two required newspaper ads will run approximately two weeks prior to each of the two City Council public hearings.</p>		
Recommended Action:		
ADOPT ORDINANCE 2022-XX AMENDING THE BOUNDARIES OF THE SEMINOLE PALMS COMMUNITY DEVELOPMENT DISTRICT – APPLICATION #5188		

City of Palm Coast, Florida Agenda Item

Agenda Date : September 13, 2022

Department	CITY ADMINISTRATION	Amount
Division	CITY CLERK	Account
		#
Subject	ORDINANCE 2022-XX AMENDING SECTION 2-36, MEETINGS, OF THE CODE OF ORDINANCES OF THE CITY OF PALM COAST	
Presenter : Virginia Smith, City Clerk		
<p>Background : In 2011, a charter amendment was proposed to the voters to provide savings in the cost to conduct City elections and enhance voter turnout. The amendment related to the schedule of regular elections to correspond with State elections and primaries, to be held in even-numbered years and to reschedule candidate qualifying accordingly.</p> <p>In 1999, City Council adopted Ordinance 99-1 establishing Council meeting times, which was subsequently amended by Ordinances 2000-4, 2007-18 and 2017-13. This proposed amendment relates to the timing of the organizational meeting for induction of members into office after receipt of the Official Election results from the Supervisor of Elections.</p> <p>The Federal Write In Absentee Ballot (FWAB) is for overseas voters and provides 10 extra days from election day for a vote-by-mail ballot to be received. This 10-day extension only applies in presidential preference primary elections, general elections, special elections and special primary elections (by operation of section 100.191, Florida Statutes). The overseas voter's vote-by-mail ballot must be postmarked or dated by Election Day and received within 10 days of the election in order to be counted, provided the ballot is otherwise proper. Once the 10 days has passed, the Flagler County Canvassing Boards canvasses the ballots received from FWAB and thereby finalizes and certifies the official results.</p> <p>The proposed amendment is necessary as the Official Election results cannot be finalized until 10 days after the General Election is held due to the FWAB. The 2022 General Election is held on November 8, 2022. The Flagler County Canvassing Board will hold its' last canvassing of FWAB until November 18, 2022 to certify the election. This date is after the third Tuesday of the month, where the City of Palm Coast would normally certify election results and conduct the oath of office for the newly elected officials. The proposed amendment language will provide for a new oath of office date for 2022 to be during the regularly scheduled December 6, 2022 business meeting, unless a special meeting is called for the oath of office of newly elected officials after November 18, 2022.</p> <p>Future elections are affected by FWAB's and this proposed language would clarify and assist in the scheduling of the oath of offices for all future elections.</p>		
<p>Recommended Action : ADOPT ORDINANCE 2022-XX AMENDING SECTION 2-36, MEETINGS, OF THE CODE OF ORDINANCES OF THE CITY OF PALM COAST</p>		