



City of Palm Coast Agenda COUNCIL WORKSHOP

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

Mayor David Alfin
Vice Mayor Ed Danko
Council Member Cathy Heigher
Council Member Nick Klufas
Council Member Theresa Pontieri

Tuesday, July 11, 2023

9:00 AM

COMMUNITY WING

City Staff

Denise Bevan, City Manager

Neysa Borkert, City Attorney

Kaley Cook, 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 AND A MOMENT OF SILENCE

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.

Members of the public may make comments during the public comment portion of the meeting. Please be advised that public comment will only be permitted during the public comment portions of the agenda at the times indicated by the Chair during the meeting.

E PRESENTATIONS

- 1 PRESENTATION - PROPOSED FISCAL YEAR 2024 GENERAL FUND BUDGET AND TRIM RATE OPTIONS**
- 2 PRESENTATION - FLAGLER COUNTY HOUSING SERVICES ON THE RESULTS OF THE FLAGLER COUNTY HOUSING FORUM HELD ON APRIL 21, 2023**
- 3 PRESENTATION - FRANCHISE FEE AGREEMENT WITH FLORIDA POWER & LIGHT (FPL)**
- 4 PRESENTATION - PAVEMENT MANAGEMENT PROGRAM UPDATE**
- 5 RESOLUTION 2023-XX APPROVING THE AMENDED INTERLOCAL AGREEMENT BETWEEN THE CITY OF PALM COAST AND FLAGLER COUNTY SCHOOL DISTRICT FOR JOINT USE OF REAL PROPERTY AND FACILITIES AND COORDINATION OF PROGRAMS AND SERVICES**
- 6 RESOLUTION 2023-XX APPROVING A CONTRACT FOR MANAGEMENT OF THE RALPH CARTER PARK CELL TOWER WITH DIAMOND COMMUNICATIONS, LLC**
- 7 RESOLUTION 2023-XX APPROVING AN AMENDMENT TO THE COMMUNICATIONS SITE LEASE WITH T-MOBILE AT BELLE TERRE PARK**
- 8 RESOLUTION 2023-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT**

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 11, 2023

Department	FINANCIAL SERVICES	Amount
Division		Account
		#
Subject	PRESENTATION - PROPOSED FISCAL YEAR 2024 GENERAL FUND BUDGET AND TRIM RATE OPTIONS	
Presenter: Helena Alves, Director of Financial Services		
Background: City Council adopted the Fiscal Year 2023 Budget on September 21, 2022, in the amount of \$328,187,636 per Resolution 2022-123. At the April 25, 2023, Special Budget Workshop, City Council was presented with the year-to-date budget results for operating department budgets for Fiscal Year 2023 October through March. On May 2, 2023, City Council approved and adopted the Strategic Action Plan (SAP) for Fiscal Year 2023-2024. At the May 23, 2023, Workshop, staff presented to City Council on fund accounting and revenue source restrictions to prepare for the upcoming Fiscal Year 2024 budget. On June 13, 2023, 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 2024 TRIM rate in September. Director of Financial Services Helena Alves, Budget & Procurement Manager Gwen Ragsdale, and Budget Coordinator Raelene Bowman will present to Council the proposed Fiscal Year 2024 General Fund Budget, and an overview of the TRIM rate options.		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date: July 11, 2023

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject	PRESENTATION - FLAGLER COUNTY HOUSING SERVICES ON THE RESULTS OF THE FLAGLER COUNTY HOUSING FORUM HELD ON APRIL 21, 2023	
Presenter: Staff from Flagler County Housing Services		
<p>Background: Staff from Flagler County Housing Services will provide a summary of the results from the countywide Housing Forum held on April 21, 2023. The Housing Forum was held in conjunction with all municipalities in Flagler County.</p> <p>The participants included staff from the various municipalities including Flagler County, and a variety of stakeholders (elected officials, realtors, mortgage brokers, and affordable housing advocates).</p>		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date: July 11, 2023

Department	FINANCIAL SERVICES	Amount	
Division		Account	
		#	
Subject	PRESENTATION - FRANCHISE FEE AGREEMENT WITH FLORIDA POWER & LIGHT (FPL)		
Presenter: Helena Alves, Director of Financial Services			
Background:			
<p>At the April 25, 2023, Special Budget Workshop, City Council was presented an update on the City Pavement Program funding shortfall. This presentation reviewed funding needs based upon the updated survey that was completed with proposed new revenue options to provide the necessary funding. City Council directed staff to explore new revenue options to maintain the current roadway system condition for arterial and residential roads.</p> <p>At the May 23, 2023, Workshop, staff presented to City Council on fund accounting and revenue source restrictions to prepare for the upcoming Fiscal Year 2024 budget. This presentation reviewed the Electric Franchise Fee option as a revenue source and provided information on the use of projected revenue.</p> <p>At the June 13, 2023, Workshop, City Council directed staff add to the agenda for July 11, 2023, a presentation and discussion on the implementation of the electric franchise fee agreement with Florida Power & Light (FPL).</p> <p>Staff will present to City Council the draft Ordinance for the Electric Franchise Fee Agreement with Florida Power & Light. The effective date of the Ordinance will be October 1, 2023. This Franchise Fee Agreement will provide unrestricted funding for the City.</p>			
Recommended Action:			
FOR PRESENTATION			

City of Palm Coast, Florida Agenda Item

Agenda Date: July 11, 2023

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division	ENGINEERING	Account #
Subject	PRESENTATION - PAVEMENT MANAGEMENT PROGRAM UPDATE	
Presenter: Carl Cote, Director of Stormwater & Engineering		
Background: Council Priority: D. Sustainable Environment and Infrastructure This presentation is an update on the City Pavement Management Program's proposed funding options.		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date: July 11, 2023

Department	PARKS & RECREATION	Amount	
Division		Account	
		#	
Subject	RESOLUTION 2023-XX APPROVING THE AMENDED INTERLOCAL AGREEMENT BETWEEN THE CITY OF PALM COAST AND FLAGLER COUNTY SCHOOL DISTRICT FOR JOINT USE OF REAL PROPERTY AND FACILITIES AND COORDINATION OF PROGRAMS AND SERVICES		
Presenter: James Hirst, Director of Parks & Recreation			
Background: The City of Palm Coast and the Flagler County School District are seeking approval from Council to amend the Interlocal Agreement for Joint Use of Real Property and Facilities and Coordination of Programs and Services to add attachments to the agreement to better define the property and facilities that are included within this agreement. Furthermore, both parties have added additional properties to this agreement.			
Recommended Action: ADOPT RESOLUTION 2023-XX APPROVING THE AMENDED INTERLOCAL AGREEMENT BETWEEN THE CITY OF PALM COAST AND FLAGLER COUNTY SCHOOL DISTRICT FOR JOINT USE OF REAL PROPERTY AND FACILITIES AND COORDINATION OF PROGRAMS AND SERVICES			

City of Palm Coast, Florida Agenda Item

Agenda Date: July 11, 2023

Department	INFORMATION TECHNOLOGY	Amount	
Division		Account #	
Subject	RESOLUTION 2023-XX APPROVING A CONTRACT FOR MANAGEMENT OF THE RALPH CARTER PARK CELL TOWER WITH DIAMOND COMMUNICATIONS, LLC		
Presenter: Doug Akins, Director of IT			
Background:			
Council Priority:			
B. Safe and Reliable Services			
<p>The City of Palm Coast owns a flagpole tower located at Ralph Carter Park, with T-Mobile as the only carrier on that tower. Verizon has approached Diamond Communications about locating on that tower.</p> <p>The City would like to enter into an agreement with Diamond Towers for them to manage the Ralph Carter Park tower. This agreement will allow them to negotiate a contract with Verizon for collocating on the tower and allow them to market the tower to other carriers.</p> <p>Under the agreement, the City would retain 100% of its revenue for the existing carrier. For any carrier Diamond brings to the tower the City would receive 65% of the revenue from those carriers.</p> <p>The City strongly encourages carriers to collocate on towers as it can reduce the number of towers needed in an area.</p>			
Recommended Action:			
ADOPT RESOLUTION 2023-XX APPROVING A CONTRACT FOR MANAGEMENT OF THE RALPH CARTER PARK CELL TOWER WITH DIAMOND COMMUNICATIONS, LLC			

City of Palm Coast, Florida Agenda Item

Agenda Date: July 11, 2023

Department	INFORMATION TECHNOLOGY	Amount
Division		Account #
Subject	RESOLUTION 2023-XX APPROVING AN AMENDMENT TO THE COMMUNICATIONS SITE LEASE WITH T-MOBILE AT BELLE TERRE PARK	
Presenter: Doug Akins, Director of IT		
Background:		
Council Priority:		
B. Safe and Reliable Services		
<p>In September 2006 the City of Palm Coast entered into a Communications Site Lease Agreement with T-Mobile for a concealed flagpole cell tower at Belle Terre Park. T-Mobile is the only carrier currently on the tower.</p> <p>AT&T has expressed strong interest in locating on that tower. Under the current agreement, AT&T would have to negotiate with T-Mobile and the City separately to lease space on the tower (T-Mobile) and ground space for equipment (City). Standard practice now on Communications Site Leases is to allow the Lessee to sublease the ground space to streamline collocation negotiations.</p> <p>To facilitate this, the City would like to amend our current lease agreement to allow T-Mobile to negotiate and sublease their leased property to AT&T. T-Mobile has agreed to pay the City 40% of the rental payments received from AT&T in addition to what they already pay the City for the lease.</p> <p>The City strongly encourages carriers to collocate on towers as it can reduce the number of towers needed in an area.</p>		
Recommended Action:		
ADOPT RESOLUTION 2023-XX APPROVING AN AMENDMENT TO THE COMMUNICATIONS SITE LEASE WITH T-MOBILE AT BELLE TERRE PARK		

City of Palm Coast, Florida Agenda Item

Agenda Date: July 11, 2023

Department	COMMUNITY DEVELOPMENT	Amount
Division	CODE ENFORCEMENT	Account #
Subject	RESOLUTION 2023-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 8, 2023, Workshop and the August 15, 2023, Business Meeting for action.</p>		
<p>Recommended Action: ADOPT RESOLUTION 2023-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT</p>		