



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, September 12, 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 - CELLULAR COVERAGE IN THE CITY OF PALM COAST**
- 2 RESOLUTION 2023-XX APPROVING A CONTRACT WITH AQUATIC MANAGEMENT PLUS, LLC FOR WEED CONTROL OF THE FRESHWATER STORMWATER DRAINAGE SYSTEM**
- 3 PRESENTATION - ELECTRIC VEHICLES & EV CHARGING INFRASTRUCTURE**
- 4 ORDINANCE 2023-XX ADMENDMENTS TO THE SPECIAL EVENT ORDINANCE**
- 5 RESOLUTION 2023-XX AMENDING THE SPECIAL EVENT FEE SCHEDULE**
- 6 RESOLUTION 2023-XX APPROVING THE VACATION OF THE FOLLOWING EASEMENTS FOR THE PROPERTY LOCATED AT 5622 STATE HIGHWAY 100 E, PALM COAST, BEING PARCEL IDS 08-12-31-4300-00000-0010 AND 08-12-31-4300-00000-0020, OWNED BY SKUSA PALM COAST, LLC**
- 7 DISCUSSION - MALACOMPRA PARK AND JOINT WORKSHOP**

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**
- 8 AGENDA WORKSHEET AND CALENDAR**

City of Palm Coast, Florida Agenda Item

Agenda Date: September 12, 2023

Department INFORMATION TECHNOLOGY Division	Amount Account #
Subject: PRESENTATION - CELLULAR COVERAGE IN THE CITY OF PALM COAST	
Presenter: Doug Akins, Director of IT, and Diamond Communications	
Attachments: 1. Presentation	
Background: Council Priority: D. Sustainable Environment and Infrastructure Diamond Communications will provide a presentation to City Council on the state of cellular coverage in the City of Palm Coast.	
Recommended Action: FOR PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: September 12, 2023

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$2,521,537.72								
Division	STORMWATER	Account	#542055011-034000-99019								
Subject: RESOLUTION 2023-XX APPROVING A CONTRACT WITH AQUATIC MANAGEMENT PLUS, LLC, FOR WEED CONTROL OF THE FRESHWATER STORMWATER DRAINAGE SYSTEM											
Presenter: Lynn Stevens, Deputy Director of Stormwater & Engineering											
Attachments:											
<ol style="list-style-type: none"> 1. Presentation 2. Resolution 3. Draft Contract 4. Notice of Intent to Award 5. Executive Summary 											
Background:											
Council Priority:											
D. Sustainable Environment and Infrastructure											
<p>The stormwater system includes 58 miles of freshwater canals, 177 miles of ditches, and 13 freshwater lakes. Weed control is a vital component of the maintenance of these systems to ensure proper operation. Weed control activities include spraying, biological treatments, and mechanical harvesting. The current weed control contract expires in October 2023 and there are no renewal options available.</p> <p>In accordance with the City's Purchasing Policy, on July 19, 2023, City Staff advertised a request for proposal (RFP-SWE-23-53). One bid was received and thoroughly evaluated. Aquatic Management Plus, LLC. has held multiple spray contracts with the City of Palm Coast for the past 13 years. To stay consistent with our enhanced Stormwater Master Plan Program, staff is requesting approval of a master services contract with Aquatic Management Plus, LLC, in the amount of \$2,521,531.72 over a three (3) year term which may be renewed for (2) successive periods not to exceed one (1) year each. The annual costs are detailed below:</p> <table style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="padding-right: 20px;">FY 2023-24</td> <td style="text-align: right;">\$ 799,853.36</td> </tr> <tr> <td>FY 2024-25</td> <td style="text-align: right;">839,846.03</td> </tr> <tr> <td>FY 2025-26</td> <td style="text-align: right; border-bottom: 1px solid black;">881,837.33</td> </tr> <tr> <td>3-Year Total</td> <td style="text-align: right; border-bottom: 1px solid black;">\$2,521,537.72</td> </tr> </table> <p>Staff is also requesting approval of a \$50,000 annual contingency for unforeseen circumstances. Staff has determined that the costs for these services are reasonable and fair and are consistent with these types of services for a project of this size and scope. The</p>				FY 2023-24	\$ 799,853.36	FY 2024-25	839,846.03	FY 2025-26	881,837.33	3-Year Total	\$2,521,537.72
FY 2023-24	\$ 799,853.36										
FY 2024-25	839,846.03										
FY 2025-26	881,837.33										
3-Year Total	\$2,521,537.72										

City has the right to terminate this agreement without cause by providing fifteen (15) days prior written notice.

Funds for these services are budgeted in the five-year Stormwater Capital Improvement Budget.

Source of Funds Worksheet FY24	\$850,853.00
SW Weed Control 54205511-034000-99019	\$0.00
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$799,853.36</u>
Balance	\$50,999.64

Recommended Action:
ADOPT RESOLUTION 2023-XX APPROVING A CONTRACT WITH AQUATIC MANAGEMENT PLUS, LLC, FOR WEED CONTROL OF THE FRESHWATER STORMWATER DRAINAGE SYSTEM

City of Palm Coast, Florida Agenda Item

Agenda Date: September 12, 2023

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division	ENGINEERING	Account #
Subject: PRESENTATION - ELECTRIC VEHICLES & EV CHARGING INFRASTRUCTURE		
Presenter: Maeven Rogers, Chief Sustainability & Resiliency Officer		
Attachments: 1. Presentation		
Background: Council Priority: D. Sustainability Environment and Infrastructure <ol style="list-style-type: none"> 1. Collaborate with FPL and community partners to provide electric vehicles fast charging stations across multiple locations in the City. <ol style="list-style-type: none"> a. Explore ways to add revenues for street improvements/enterprise fund through user fees for EV charging stations. <p>Presentation on the current EV market and update on various fee structures for our two EV Level II dual chargers, one at City Hall and a future charger at our Southern Recreation Facility.</p>		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date: September 19, 2023

Department PARKS & RECREATION	Amount
Division	Account #
Subject: ORDINANCE 2023-XX ADMENDMENTS TO THE SPECIAL EVENT ORDINANCE	
Presenter: Brittany McDermott, Deputy Director of Parks & Recreation and Jared Dawson, Recreation Coordinator	
Attachments: <ol style="list-style-type: none"> 1. Presentation 2. Ordinance (Redlined Copy) 3. Exhibit A - Special Event Ordinance (Clean Copy) 	
Background: Strategic Action Plan Pillars of Priorities: Safe & Reliable Services: A safe community for all is the catalyst to ensure that residents and regional visitors enjoy quality amenities year-round. <u>UPDATED BACKGROUND FROM THE SEPTEMBER 12, 2023, WORKSHOP MEETING:</u> This item was presented to City Council at their September 12, 2023, Workshop Meeting. No changes have been made to the item. <u>ORIGINAL BACKGROUND FROM THE SEPTEMBER 12, 2023, WORKSHOP MEETING:</u> On February 2, 2010, City Council adopted the Special Event Ordinance 2010-01 with the primary objective of safeguarding and promoting the health, welfare, and safety of both the citizens and visitors within the City. In 2019, the Special Events Review Team (SERT) initiated the process to update the ordinance, aiming to establish clearer and precise verbiage to effectively communicate the provisions and requirements outlined. The 2019 draft was reviewed and approved by legal. However, due to the unforeseen circumstances surrounding the pandemic, it was put on hold for presentation to Council. Currently, in 2023, SERT has revisited the ordinance and has incorporated additional revisions to the 2019 draft, focusing on clarity and removing outdated regulations. These revisions have also undergone legal review and approval. These amendments to the ordinance align with the key priority of "Safe & Reliable Services." By continuously refining and improving the ordinance, the City demonstrates its unwavering commitment to ensuring the safety and well-being of both its community members and visitors.	

Recommended Action:

ADOPT ORDINANCE 2023-XX AMENDMENTS TO THE SPECIAL EVENT ORDINANCE

City of Palm Coast, Florida Agenda Item

Agenda Date: September 12, 2023

Department PARKS & RECREATION Division	Amount Account #
Subject: RESOLUTION 2023-XX - AMENDING THE SPECIAL EVENT FEE SCHEDULE	
Presenter: Brittany McDermott, Deputy Director of Parks & Recreation and Jared Dawson, Recreation Coordinator	
Attachments: 1. Presentation 2. Resolution 3. Exhibit A - Special Event Fee Schedule	
Background: Strategic Action Plan Pillars of Priorities: Strong Resilient Economy: Maintaining financial strengths within the City and promote fiscal responsibility to ensure future stability. On February 2, 2010, City Council adopted the Special Event Fee Structure through Resolution 2010-12. The primary objective of this structure was to authorize the imposition of fees that would cover various expenses, including permit fees facility usage, and the provision of equipment and services by the City. Currently, City Staff has recognized the need to assess the current fee schedule in order to maintain a sustainable level of cost recovery. This resolution aligns with City Council's principal priority of fostering a "Strong Resilient Economy." By conscientiously upholding fiscal responsibility, the City ensures enduring stability for all its residents.	
Recommended Action: ADOPT RESOLUTION 2023-XX AMENDING THE SPECIAL EVENT FEE SCHEDULE	

City of Palm Coast, Florida Agenda Item

Agenda Date: September 12, 2023

Department	COMMUNITY DEVELOPMENT	Amount	
Division	PLANNING	Account #	
Subject: RESOLUTION 2023-XX APPROVING THE VACATION OF THE FOLLOWING EASEMENTS FOR THE PROPERTY LOCATED AT 5622 STATE HIGHWAY 100 E, PALM COAST, BEING PARCEL IDS 08-12-31-4300-00000-0010 AND 08-12-31-4300-00000-0020, OWNED BY SKUSA PALM COAST, LLC			
Presenter: Virginia Smith, Land Management Administrator			
Attachments:			
<ol style="list-style-type: none"> 1. Presentation 2. Resolution 3. Petition 			
Background:			
<p>On October 31, 2022, the City received a petition from CPH, LLC, on behalf of SKUSA Palm Coast, LLC (“SKUSA”), petitioning to vacate the following easements for the property located at 5622 State Highway 100 E, Palm Coast, Florida, Parcel IDs 08-12-31-4300-00000-0010 and 08-12-31-4300-00000-0020:</p> <ul style="list-style-type: none"> • 220 foot long, 41-foot-wide Ingress/Egress Easement • 59 foot long, 1 foot wide Non-Vehicular Access Easement <p>During the City’s review of the development plans, the City requested SKUSA move the property entrance to the east to allow for a shared access with the neighboring property and thus reduce the number of driveway connections to SR-100. SKUSA coordinated with the adjacent property owner to provide a shared access and new supporting easements have been prepared and recorded.</p> <p>The Florida Department of Transportation also reviewed and approved the vacation of these two easements.</p>			
Recommended Action:			
<p>ADOPT RESOLUTION 2023-XX APPROVING THE VACATION OF THE FOLLOWING EASEMENTS FOR THE PROPERTY LOCATED AT 5622 STATE HIGHWAY 100 E, PALM COAST, BEING PARCEL IDS 08-12-31-4300-00000-0010 AND 08-12-31-4300-00000-0020, OWNED BY SKUSA PALM COAST, LLC</p>			

City of Palm Coast, Florida Agenda Item

Agenda Date: September 12, 2023

Department CITY ADMINISTRATION Division	Amount Account #
Subject: DISCUSSION – MALACOMPRA PARK AND JOINT WORKSHOP	
Presenter: Mayor and City Council	
Attachments: 1. Joint Workshop Public Notice 2. Location Map	
Background: City Council received an invitation to attend a joint workshop with members of the City of Flagler Beach Commission, Flagler County Board of County Commissioners, Palm Coast City Council, City of Bunnell Commission, Town of Beverly Beach Commission, and Town of Marineland Commission. At the September 5, 2023, City Council Business Meeting, Council Member Pontieri asked for a consensus to discuss better utilization of MalaCompra Park at the joint workshop meeting. At the September 7, 2023, Budget Hearing, Council discussed the topic and requested to continue the discussion at the next workshop meeting.	
Recommended Action: FOR DISCUSSION	