



City of Palm Coast Agenda City Council Business Meeting

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

Mayor David Alfin
Vice Mayor Ed Danko
Council Member Charles Gambaro
Council Member Nick Klufas
Council Member Theresa Pontieri

Tuesday, November 12, 2024

9:00 AM

City Hall - Community Wing

City Staff

Lauren Johnston, Acting City Manager

Marcus Duffy, 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/@PalmCoastFL>.
- 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. PROCLAMATIONS AND PRESENTATIONS

- 1. PROCLAMATION - NOVEMBER 2024 AS SHIRLEY CHISHOLM MONTH**
- 2. PRESENTATION - EXTERIOR BUILDING HOUSE COLORS**
- 3. PRESENTATION - HURRICANE MILTON PREPARATION AND RESPONSE**

E. 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) Public speakers may address their comments to the Council as a whole, the Mayor, or to an individual Council Member
- (4) When addressing the City Council on specific, enumerated Agenda items, speakers shall:
 - (a) make their comments concise and to the point;
 - (b) not speak more than once on the same subject;
 - (c) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;
 - (d) obey the orders of the Mayor or the City Council; and
 - (e) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.
- (5) 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.

F. MINUTES

- 4. MINUTES OF THE CITY COUNCIL:
OCTOBER 15, 2024, BUSINESS MEETING**

G. ORDINANCES SECOND READ

- 5. ORDINANCE 2024-XX AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI, RETIREMENT, DIVISION 2, VOLUNTEER FIREFIGHTER RETIREMENT SYSTEM AND TRUST FUND**
- 6. ORDINANCE 2024-XX AMENDING THE UNIFIED LAND DEVELOPMENT CODE TO IMPLEMENT AND ENSURE COMPLIANCE WITH THE LIVE LOCAL ACT**
- 7. ORDINANCE 2024-XX CREATING AN ART IN PUBLIC PLACES PROGRAM FOR CITY BEAUTIFICATION**

H. RESOLUTIONS

8. RESOLUTION 2024-XX APPROVING THE DONATION OF SURPLUS DIRT
9. RESOLUTION 2024-XX APPROVING PROPOSED UPDATES AND CHANGES TO CURRENT DEBT POLICY
10. RESOLUTION 2024-XX RENAMING THE PALM COAST COMMUNITY CENTER TO THE JON NETTS COMMUNITY CENTER
11. RESOLUTION 2024-XX APPROVING A DONATION OF SURPLUS EQUIPMENT TO THE CITY OF BUNNELL

I. CONSENT

12. RESOLUTION 2024-XX APPROVING MASTER SERVICES AGREEMENTS WITH MULTIPLE FIRMS FOR DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES
13. RESOLUTION 2024-XX APPROVING A MASTER PRICE AGREEMENT WITH INTEGRITY MUNICIPAL SYSTEMS, LLC FOR THE PURCHASE OF A LIME SLAKING SYSTEM
14. RESOLUTION 2024-XX APPROVING A WORK ORDER WITH CONNECT CONSULTING, INC., FOR THE EVALUATION, REHABILITATION, AND REPAIR OF WELLS SW-31, SW-35, AND SW-106
15. RESOLUTION 2024-XX APPROVING SOLE SOURCE WITH NAFECO FOR FIRE HYDRAULIC TOOLS
16. RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH THE CITY OF CLERMONT, FLORIDA, AND WILL DAN ENGINEERING, INC., FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES
17. RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH THE CITY OF CLERMONT, FLORIDA, AND JOE PAYNE INC., D/B/A JPI FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES
18. RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH THE CITY OF NEW SMYRNA BEACH, FLORIDA, AND BUREAU VERITAS NORTH AMERICA, INC., FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES

J. PUBLIC PARTICIPATION

Remainder of Public Comments is limited to three (3) minutes each.

K. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

L. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

M. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

N. ADJOURNMENT

19. AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 12, 2024

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: PROCLAMATION - NOVEMBER 2024 AS SHIRLEY CHISHOLM MONTH		
Presenter: Mayor and City Council		
Attachments: 1. Proclamation		
Background: The City of Palm Coast would like to proclaim November 2024 as Shirley Chisholm Month.		
Recommended Action: PROCLAIM NOVEMBER 2024 AS SHIRLEY CHISHOLM MONTH		

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: PRESENTATION - EXTERIOR BUILDING HOUSE COLORS		
Presenter: Barbara Grossman, Code Enforcement Manager, Tracey Doak, Zoning Supervisor		
Attachments: 1. Presentation		
Background: <u>UPDATED BACKGROUND FROM THE SEPTEMBER 10, 2024, WORKSHOP MEETING:</u> On September 10, 2024, the City Council instructed staff to present the house color topic to the Beautification and Environmental Advisory Committee (BEAC) and the Planning and Land Development Regulations Board (PLDRB). <u>PLDRB Recommendations (October 16, 2024)</u> The PLDRB supported the staff's recommendation to expand the color palette. They also suggested: • Adding yellow to the list of prohibited colors. • Revisiting the color code during the Land Development Code (LDC) rewrite after adoption of the Comprehensive Plan. • Considering modifications to the Light Reflective Value (LRV) range during the rewrite. <u>BEAC Recommendations (October 24, 2024)</u> The BEAC made the following recommendations: • Proceed with amending the allowable colors as presented by city staff. • Solicit input in the future from citizens to ensure broader public response. • Review approved colors again when Chapter 13 of the Land Development Code is revised after the Comprehensive Plan's adoption. The PLDRB and the BEAC committees agreed on the need to revisit the color regulations during future code revisions, demonstrating a commitment to ongoing refinement of the city's aesthetic guidelines. <u>ORIGINAL BACKGROUND FROM THE SEPTEMBER 10, 2024, WORKSHOP MEETING:</u> The Community Development Department will provide a presentation to the City Council, offering various options for potential modifications to the Land Development Code regarding exterior building house colors in Palm Coast. This presentation follows a previous workshop on June 11, 2024, where City Staff discussed Color regulations including the Light		

Reflectance Value (LRV) criteria and the application process for exterior colors.

The upcoming presentation will address the City Council's directives from the June meeting, which include:

- Reassessing the possibility of expanding color options for residents while maintaining the integrity of the color code.
- Exploring potential regulations for driveways.

City staff has prepared several options for the Council to consider, aiming to balance residents' desires for more color choices with the need to preserve the city's aesthetic standards.

The City Council will have the opportunity to discuss these options and provide further direction to staff on how to proceed with any modifications to the Land Development Code.

**Recommended Action:
FOR PRESENTATION AND DISCUSSION**

City of Palm Coast, Florida Agenda Item

Agenda Date: November 12, 2024

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: PRESENTATION - HURRICANE MILTON PREPARATION AND RESPONSE		
Presenter: Jason DeLorenzo, Chief of Staff		
Attachments: 1. Presentation		
Background: Staff will provide details of Hurricane Milton preparation and response efforts.		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 12, 2024

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: MINUTES OF THE CITY COUNCIL: OCTOBER 15, 2024, BUSINESS MEETING		
Presenter: Kaley Cook, City Clerk		
Attachments: 1. Minutes (1)		
Background:		
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: OCTOBER 15, 2024, BUSINESS MEETING		

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	PUBLIC SAFETY	Amount
Division	FIRE	Account #
Subject: ORDINANCE 2024-XX AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI, RETIREMENT, DIVISION 2, VOLUNTEER FIREFIGHTER RETIREMENT SYSTEM AND TRUST FUND		
Presenter: Kyle Berryhill, Fire Chief		
Attachments: 1. Ordinance		
Background: Council Priority: B. Safe and Reliable Services <u>UPDATED BACKGROUND FROM THE OCTOBER 15, 2024, BUSINESS MEETING:</u> City Council heard the first reading of the item at the October 15, 2024, Business Meeting. No changes have been made to the item. <u>ORIGINAL BACKGROUND FROM THE OCTOBER 15, 2024, BUSINESS MEETING:</u> The City of Palm Coast Volunteer Firefighters are presently provided a pension and certain other benefits under Ordinances of the City of Palm Coast. The proposed Ordinance amends Chapter 2, Administration, Article VI, Retirement Division 2, Volunteer Firefighter Retirement System and Trust Fund to include a Firefighters' Retirement System for the City of Palm Coast Firefighters' and Volunteer Firefighters. The Palm Coast Professional Firefighters Local 4807 have considered and approved the proposed amendments to the plan and has recommended these amendments to the City Council for adoption.		
Recommended Action: ADOPT ORDINANCE 2024-XX AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI, RETIREMENT, DIVISION 2, VOLUNTEER FIREFIGHTER RETIREMENT SYSTEM AND TRUST FUND		

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: ORDINANCE 2024-XX IMPLEMENTING THE LIVE LOCAL ACT		
Presenter: Michael Hanson, AICP, Planner		
Attachments: 1. Presentation 2. Ordinance 3. White Paper 4. Land Use Restriction Agreement 5. Business Impact Statement		
Background: <u>UPDATED BACKGROUND FROM THE OCTOBER 15, 2024, BUSINESS MEETING:</u> On October 15, 2024, the City Council met during a regularly scheduled and noticed meeting where they heard the presentation of the Live Local Act and draft ordinance. The City Council voted unanimously to approve the ordinance with two amendments changing the minimum non-residential component to 35 percent and excluding school bus stops from being considered under the definition of Transit Stop. On October 16, 2024, the Planning and Land Development Regulation Board met during a regularly scheduled and noticed meeting where they heard the presentation of the Live Local Act and draft ordinance. They unanimously recommended approval of the draft ordinance with the City Council's amendments. Staff met with the City Attorneys to update the language based on the City Council's amendments. The current draft provides language to establish a minimum 35 percent non-residential component for a Live Local Mixed-Use Residential project, unless its uses are vertically mixed, in which case the minimum non-residential component is proposed to be reduced to 33 percent in order to enable a three-story vertically mixed-use development. Additionally, language has been provided to exempt school bus stops from being considered Transit Stops in the glossary. Lastly language has been revised under Section 7 of the draft ordinance to grandfather live local applications that the City has received prior to the adoption of this draft ordinance; there is currently one Live Local project that the City has received an application in which this would apply. <u>ORIGINAL BACKGROUND FROM THE OCTOBER 15, 2024, BUSINESS MEETING:</u> This ordinance and related presentation are provided to educate and implement the Live Local Act within the City. The Live Local Act, otherwise known as Senate Bill 102 was signed into law by Governor DeSantis on March 29, 2023, and subsequently amended by		

Senate Bill 328, which was signed into law on May 16, 2024, with an immediate effective date.

The Live Local Act preempts the City from regulating the use, density, height, or floor area ratio of an affordable housing development until October 1, 2033, in commercial and mixed-use zoning districts. Live Local developments must be mixed-use residential providing a mixture of residential and nonresidential uses (tied to the underlying zoning district). These projects must provide at least 40 percent of the units as affordable for households up to 120 percent of Area Median Income (AMI) for at least 30 years. Live Local mixed-use residential projects are required to have at least 65 percent of the buildable square footage of the project as residential. The city's draft ordinance proposes a minimum of 30 percent of the buildable square footage of the project to be nonresidential development based on the underlying zoning district. The Live Local Act requires live local developments to be administratively approved, so any subsequent application under this act shall be treated as a Tier 1 application which does not come before the Planning and Land Development Regulation or the City Council. Any Live Local development shall be subject to any regulation adopted by the City that is not preempted by the Live Local Act.

The ordinance provides amendments to the Unified Land Development Code under Section 2.04, Section 2.05, Section 3.03, Section 3.06, and Section 14.02 in order to implement the Live Development Act within the City.

Recommended Action:

ADOPT ORDINANCE 2024-XX AMENDING THE UNIFIED LAND DEVELOPMENT CODE TO IMPLEMENT AND ENSURE COMPLIANCE WITH THE LIVE LOCAL ACT

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: ORDINANCE 2024-XX CREATING AN ART IN PUBLIC PLACES PROGRAM FOR CITY BEAUTIFICATION	
Presenter: James Hirst, Director of Parks & Recreation	
Attachments: 1. Presentation 2. Ordinance (Redline)	
Background: Council Priority: Pillar Area: Expansion of Arts/Culture/Historical Assets & Programs Objective #11: Identify a dedicated funding source for arts/cultural/historical activities and facilities. <u>UPDATED BACKGROUND FROM THE OCTOBER 15, 2024, BUSINESS MEETING:</u> On October 15th City Staff presented 1st reading for percentage-of-arts to City Council. With approval from City Council City Staff will be presenting the 2nd reading of the ordinance outlining updates, changes, and information requested by City Council. <u>ORIGINAL BACKGROUND FROM THE OCTOBER 15, 2024, BUSINESS MEETING:</u> On August 27, 2024, City Staff is presented a range of alternative funding measures to preserve the arts, culture, and history of the City of Palm Coast. The presentation explored various topics, including a Percentage-of-Arts Ordinance, Non-percentage-based art funding sources, a bond referendum, and a proposal to reclassify Arts/Culture/History from the Parks & Recreation department, as requested by City Council at the July 16 Business Meeting. At the request from City Council City staff is presenting a 1st read ordinance for percentage-of-arts. This ordinance is in line with our council priority Objective 11 and serves as the city commitment to the arts, culture, and history of Palm Coast.	
Recommended Action: ADOPT ORDINANCE 2024-XX CREATING AN ART IN PUBLIC PLACES PROGRAM FOR CITY BEAUTIFICATION	

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 12, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: RESOLUTION 2024-XX APPROVING THE DONATION OF SURPLUS DIRT	
Presenter: Donna Stancel, Chair of the Residential Drainage Citizens Advisory Committee	
Background: Council Priority: D. Sustainable Environment and Infrastructure The Residential Drainage Citizens Advisory Committee (RDCAC) was created by City Council on February 20, 2024, through Resolution 2024-33. The Committee was formed to evaluate and identify issues related to construction upon original ITT platted lots and the potentially related effects on adjacent properties. The first committee meeting was held on June 4, 2024, and the committee voted to meet every 2 weeks. This agenda item is to provide City Council an update/report of the Committee’s work to date and for Council’s consideration of the attached Resolution and agreement.	
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING THE DONATION OF SURPLUS DIRT	

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: RESOLUTION 2024-XX APPROVING PROPOSED UPDATES AND CHANGES TO CURRENT DEBT POLICY	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Resolution 2. City of Palm Coast Debt Management Policy	
Background: <u>UPDATED BACKGROUND FROM THE OCTOBER 15, 2024, WORKSHOP MEETING:</u> At the October 15, 2024, Business Meeting staff presented to Council proposed revisions and updates to the policy. The updated policy for Council consideration includes all items discussed at the meeting. <u>ORIGINAL BACKGROUND FROM THE OCTOBER 15, 2024, WORKSHOP MEETING:</u> The City of Palm Coast recognizes that the foundation of any well-managed debt program is a comprehensive debt management policy. The debt management policy approved by council as Resolution 2013-111 sets forth the parameters for issuing debt and managing outstanding debt. The policy also provides guidance to management and the City Council regarding the timing and purpose for which debt may be issued, types and amounts of permissible debt, method of sale that may be used and structural features that may be incorporated. The debt policy recognizes a binding commitment to full and timely repayment of all debt as an intrinsic requirement for entry into capital markets. Adherence to the debt policy helps to ensure that the City maintains a sound debt position and that credit quality is protected. The debt policy promotes consistency and continuity in decision making, rationalizes the decision -making process, and demonstrates a commitment to long-term financial planning objectives. The policy was developed in accordance with the guidelines established by the GFOA. At the July 16, 2024, Business Meeting, Council instructed staff to review the City of Palm Coast's debt policy with assistance from the City's bond Counsel. Staff compiled the information in conjunction with Chris Roe of Bryant Miller Olive P.A. and has summarized the results of the policy review for council consideration.	
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING PROPOSED UPDATES AND CHANGES TO CURRENT DEBT POLICY	

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department PARKS & RECREATION Division	Amount Account #
Subject: RESOLUTION 2024-XX APPROVE RENAMING THE PALM COAST COMMUNITY CENTER TO THE JON NETTS COMMUNITY CENTER	
Presenter: James Hirst, Director of Parks & Recreation	
Attachments: 1. Presentation 2. Resolution 3. Renaming Request Application	
Background: Council Priority: C. Civic Engagement On September 21, 2021, City Council adopted Resolution 2021-130 adopting guidelines and procedures for the official naming of public facilities. The City has received a request to name a City-owned public facility. The Jon Netts Community Center: Mayor Alfin is requesting to rename the Palm Coast Community Center in honor of Mr Jon Netts. Mr. Netts, the second Mayor of Palm Coast and esteemed Council Member, served on the City Council for over 15 years and was instrumental in the City's early development. He is remembered as a highly respected member of the community. Mayor Alfin submitted an application to the City for review. Upon review and approval by staff, the application moved to the Beautification and Environmental Advisory Committee (BEAC) for review. The BEAC met on October 24, 2024, and unanimously approved the nomination, and recommended the request be presented at City Council.	
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVE RENAMING THE PALM COAST COMMUNITY CENTER TO THE JON NETTS COMMUNITY CENTER	

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: RESOLUTION 2024-XX APPROVING A DONATION OF SURPLUS EQUIPMENT TO THE CITY OF BUNNELL	
Presenter: Jason DeLorenzo, Chief of Staff	
Attachments: 1. Presentation 2. Resolution	
Background: On August 28, 2024, the City of Palm Coast received a request from the City of Bunnell for several pieces of equipment they need to improve their operational efficiency. 1. Dump Truck 16-18 yard 2. Steet Sweeper 3. Vac Truck 4. Ditch/Swale excavator 5. Bucket Truck 6. Tow Behind turbine blower 7. Riding edger for edging sidewalks on state roads. Public Works Fleet Division reviewed the list and offered two pieces of equipment planned for replacement in FY25 that meet the needs of Bunnell. Asset #2032 a 2019 Bobcat E85 excavator with an anticipated residual value of \$15-\$20K and Asset# 1621 a 2013 Mack with a Rogers 16/18-yard steel dump bed. The dump truck has approximately 110,000 miles and an estimated auction value of \$40,000.	
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING A DONATION OF SURPLUS EQUIPMENT TO THE CITY OF BUNNELL	

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: RESOLUTION 2024-XX APPROVING MASTER SERVICES AGREEMENTS WITH MULTIPLE FIRMS FOR DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Resolution 2. Master Services Agreements (3) 3. Notice of Intent To Award 4. Project Overview	
Background: Council Priority: B. Safe and Reliable Services In accordance with the City's Purchasing Policy, City staff advertised and solicited proposals to secure the services of multiple experienced emergency management consulting services in the event of a hurricane or other disaster. The firms selected are capable of tracking disaster related expenses, maintaining appropriate documentation and planning the most effective strategies for financial recovery throughout all phases of a disaster. They are also capable of assembling a work force within 48 hours and will remain accessible throughout the disaster closeout and audit process. The selected firms have a working knowledge of all applicable federal and state government financial recovery eligibility criteria and any other applicable local, state, federal laws and regulations. The City received nine (9) bids which were responsive and responsible. The project bid overview and notice of intent to award are attached. Staff recommends City Council approving Master Service Agreements with the top three (3) ranked firms, Tidal Basin Government Consulting, LLC, Tetra Tech, Inc., and iParametrics, LLC. City staff will procure these consulting services on an as-needed basis using budgeted funds appropriated by City Council.	
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING MASTER SERVICES AGREEMENTS WITH TIDAL BASIN GOVERNMENT CONSULTING, LLC, TETRA TECH, INC., AND IPARAMETRICS, LLC FOR DISASTER FINANCIAL RECOVERY CONSULTANT SERVICES	

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	WATER AND WASTEWATER UTILITY	Amount \$	\$169,622.25
Division		Account #	54029086 063000 84002
Subject: RESOLUTION 2024-XX APPROVING A MASTER PRICE AGREEMENT WITH INTEGRITY MUNICIPAL SYSTEMS, LLC FOR THE PURCHASE OF A LIME SLAKING SYSTEM			
Presenter: Peter Roussell, Utility Deputy Director			
Attachments: 1. Resolution 2. Draft Contract 3. Notice of Intent to Award 4. Project Overview			
Background: Council Priority: D. Sustainable Environment and Infrastructure The City of Palm Coast Utility Department operates a 6.0 million gallon per day Water Treatment Facility (WTP 1), located at 4 Corporate Drive North, Palm Coast. Water Treatment Facility #1 currently utilizes a lime softening process along with a lime slaking machine that helps reduce hardness in the water supply. Lime slaking machines have a recommended life span of approximately 12 to 15 years. The machine that needs replacement has reached its life expectancy and is 14 years old. The lime slaking machine is vital in the softening process and a new machine will allow the city to optimize its lime softening process ensuring an effective and consistent treatment process. The City Council is encouraged to consider the strategic importance of purchasing a new lime slaking machine as part of our commitment to providing high-quality drinking water to residents. This investment not only addresses current operational challenges but also positions the city for future sustainability and growth in its water treatment capacity. In accordance with the City's Purchasing Policy, City staff advertised and solicited bids for a Lime Slaking System under ITB-UT-24-83. The Project Overview and Notice of Intent to Award are attached. Staff recommends City Council approve a Master Price Agreement with Integrity Municipal Systems, LLC for the purchase of a Lime Slaking System. The Fiscal Year 2025 Budget includes available funding appropriated by City Council for the purchase of a Lime Slaking System with a 5% contingency of \$8,077.25.			

SOURCE OF FUNDS WORKSHEET FY 2025

General Plant WTP #1 54029086 063000 84002	\$350,000.00
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$169,622.25</u>
Balance	<u>\$180,377.75</u>

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING A MASTER PRICE AGREEMENT WITH INTEGRITY MUNICIPAL SYSTEMS, LLC FOR THE PURCHASE OF A LIME SLAKING SYSTEM

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	WATER AND WASTEWATER UTILITY	Amount \$	\$348,600.00
Division		Account #	54029088 063000 81019
Subject:	RESOLUTION 2024-XX APPROVING A WORK ORDER WITH CONNECT CONSULTING, INC., FOR THE EVALUATION, REHABILITATION, AND REPAIR OF WELLS SW-31, SW-35, AND SW-106		
Presenter:	Peter Roussell, Utility Deputy Director		
Attachments:	1. Resolution 2. Contract 3. Proposals (3)		
Background:			
Council Priority:			
D. Sustainable Environment and Infrastructure			
SW-31, SW-35 and SW-106 are Public Water Supply Wells that supply raw water to Water Treatment Plant #1. Each one of these wells have been identified to need rehabilitation because of a decrease in specific capacity. These wells were originally constructed as screen filter packed into the confined surficial aquifer. Connect Consulting will provide hydrogeological services and engage a well driller to rehabilitate each well separately using hydrochloric acid and high-pressure jetting in combination with air lift inductor to redevelop the well and clean the accumulated calcium off the well screen. Under the existing contract RFSQ-CD-20-31, staff negotiated a scope and fee not-to-exceed \$348,600.00 with Connect Consulting, Inc. Proposals 101.41 in the amount of \$121,700.00 for SW-31, \$121,700.00 for SW-35, and \$105,200.00 for SW-106. City staff has determined that the cost for the services is reasonable and fair and are consistent with these types of services for a project of this size and scope. Funds for this project have been budgeted for out of FY 2025 Utility Capital Projects-Improvements-Wellfield and Wells account.			
SOURCE OF FUNDS WORKSHEET FY 2025			
Improvements – Wellfield and Wells			
54029088 063000 81019			\$1,200,000.00
Total Expended/Encumbered to Date			\$0.00
Pending Work Orders/Contracts			\$0.00
Current (WO/Contract)			\$348,600.00
Balance			\$851,400.00

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING A WORK ORDER WITH CONNECT CONSULTING, INC., FOR THE EVALUATION, REHABILITATION, AND REPAIR OF WELLS SW-31, SW-35, AND SW-106

City of Palm Coast, Florida Agenda Item

Agenda Date: November 12, 2024

Department	PUBLIC SAFETY	Amount	\$51,399.00
Division	FIRE	Account #	10014000-064000
Subject: RESOLUTION 2024-XX APPROVING SOLE SOURCE WITH NAFECO FOR FIRE HYDRAULIC TOOLS			
Presenter: Kyle Berryhill, Fire Chief			
Attachments: 1. Resolution 2. Notice of Intent to Sole Source 3. Scope of Services			
Background: Council Priority: B. Safe and Reliable Services As a manufacturer of life saving equipment, Holmatro only recommends using the current factory authorized dealer for the purchase and service of Holmatro products. Using unauthorized sources, unauthorized parts and/or unauthorized service technicians with an expired certification will void the Holmatro lifetime warranty.			
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING SOLE SOURCE WITH NAFECO FOR FIRE HYDRAULIC TOOLS			

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	COMMUNITY DEVELOPMENT	Amount	OVER \$50,000.00
Division	BUILDING	Account #	54403505-031000
Subject: RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH THE CITY OF CLERMONT, FLORIDA AND WILL DAN ENGINEERING, INC., FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES			
Presenter: Patrick Buckley, Chief Building Official			
Attachments: 1. Resolution 2. Contract and Engagement Letter			
Background: Council Priority: B. Safe and Reliable Services			
The Palm Coast Building Division completed a procurement process for professional services for plan review and inspection services intended to supplement City provided plan review and inspection services. The procurement process utilized the “piggyback” method outlined in the <i>City of Palm Coast Procurement and Contracting Procedures and Processes</i> document. This is one of three piggyback contracts / Resolutions covering the professional services needed by the Building Division. Three different providers ensure redundancy for the Division to balance the assigned work while maintaining rigorous service levels of five day permit plan review turn-around times for new residential construction and ten business day plan review turn-around times for commercial construction.			
Source of Funds Worksheet FY 25 Building Fund Professional Services 544030505-031000 Total Expended/Encumbered to Date Pending Work Orders/Contracts Current (WO/Contract) Balance \$150,000.00 \$0.00 \$0.00 <u>\$50,000.00</u> \$100,000.00			
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH THE CITY OF CLERMONT, FLORIDA AND WILL DAN ENGINEERING, INC., FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES			

City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	COMMUNITY DEVELOPMENT	Amount	OVER \$50,000.00														
Division	BUILDING	Account #	54403505-031000														
Subject: RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH THE CITY OF CLERMONT, FLORIDA, AND JOE PAYNE INC. D/B/A JPI FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES.																	
Presenter: Patrick Buckley, Chief Building Official																	
Attachments: 1. Resolution 2. Contract and Engagement Letter																	
Background: Council Priority: B. Safe and Reliable Services																	
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City of Palm Coast, Florida

Agenda Item

Agenda Date: November 12, 2024

Department	COMMUNITY DEVELOPMENT	Amount	OVER \$50,000.00
Division	BUILDING	Account #	54403505-031000
Subject: RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH THE CITY OF NEW SMYRNA BEACH, FLORIDA, AND BUREAU VERITAS NORTH AMERICA, INC., FOR BUILDING PLAN REVIEW AND INSPECTION SERVICES			
Presenter: Patrick Buckley, Chief Building Official			
Attachments: 1. Resolution 2. Contract and Engagement Letter			
Background: Council Priority: B Safe and Reliable Services The Palm Coast Building Division completed a procurement process for professional services for plan review and inspection services intended to supplement City provided plan review and inspection services. The procurement process utilized the “piggyback” method outlined in the <i>City of Palm Coast Procurement and Contracting Procedures and Processes</i> document. This is one of three piggyback contracts / Resolutions covering the professional services needed by the Building Division. Three different providers ensure redundancy for the Division to balance the assigned work while maintaining rigorous service levels of five day permit plan review turn-around times for new residential construction and ten business day plan review turn-around times for commercial construction.			
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