



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 Cathy Heighter
Council Member Nick Klufas
Council Member Theresa Pontieri

Tuesday, March 5, 2024

6:00 PM

City Hall - Community Wing

City Staff

Denise Bevan, City Manager

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. MINUTES

- 1. MINUTES OF THE CITY COUNCIL:
FEBRUARY 20, 2024, CITY COUNCIL BUSINESS MEETING
FEBRUARY 20, 2024, CITY COUNCIL SPECIAL WORKSHOP**

F. PRESENTATIONS

- 2. PRESENTATION - LAUNCH OF FINANCIAL TRANSPARENCY DASHBOARD**
- 3. PRESENTATION - EVALUATION OF LEGAL SERVICES PROPOSALS**

G. ORDINANCES SECOND READ

- 4. ORDINANCE 2024-XX UTILITY RATE AMENDMENT**

H. RESOLUTIONS

- 5. RESOLUTION 2024-XX APPROVING THE SUPPLEMENTAL AGREEMENT FOR SEMINOLE WOODS INVESTMENTS, LLC (SWI) ANNEXATION**
- 6. RESOLUTION 2024-XX APPROVING THE AMENDED PARKS & RECREATION FEE STRUCTURE**

I. CONSENT

- 7. RESOLUTION 2024-XX APPROVING A CHANGE ORDER WITH STANTEC CONSULTING SERVICES FOR ADDITIONAL COST**
- 8. RESOLUTION 2024-XX CREATING A REGISTRATION FEE FOR FLOATING VESSEL PLATFORMS**
- 9. RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH HERNANDO COUNTY, FLORIDA, AND ASPHALT PAVING SYSTEMS, INC., AND EXPENSES RELATED TO GLOBAL TREATMENT SERVICES**
- 10. RESOLUTION 2024-XX APPROVING A GRANT AGREEMENT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, A CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., APPROVAL OF CONSTRUCTION ENGINEERING INSPECTION SERVICES, AND A PROJECT CONTINGENCY FOR THE P-1 WEIR REPLACEMENT**
- 11. RESOLUTION 2024-XX APPROVING AN ADDITIONAL WORK ORDER WITH GABRIEL, ROEDER, SMITH & COMPANY FOR ACTUARIAL SERVICES IN AN AMOUNT NOT TO EXCEED \$40,000**

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

- 12. AGENDA WORKSHEET AND CALENDAR**

City of Palm Coast, Florida Agenda Item

Agenda Date: March 5, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: MINUTES OF THE CITY COUNCIL: FEBRUARY 20, 2024, CITY COUNCIL BUSINESS MEETING FEBRUARY 20, 2024, CITY COUNCIL SPECIAL WORKSHOP	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Minutes (2)	
Background:	
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: FEBRUARY 20, 2024, CITY COUNCIL BUSINESS MEETING FEBRUARY 20, 2024, CITY COUNCIL SPECIAL WORKSHOP	

City of Palm Coast, Florida Agenda Item

Agenda Date: March 5, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: PRESENTATION – LAUNCH OF FINANCIAL TRANSPARENCY DASHBOARD	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Presentation (Video)	
Background: The Finance Transparency Dashboard offers a comprehensive view of the City's financial landscape, allowing users to explore various revenue streams, expenditures, and budget allocations. From the fiscal year 2021 to the present, historical data is readily available and updated weekly to ensure that the most current information is accessible to the public. A video detailing how to navigate the Finance Transparency Dashboard has been created to assist visitors to the site. Residents, visitors, and businesses are encouraged to explore the Finance Transparency Dashboard and begin exploring this valuable data. Together, we can work towards building a stronger, more transparent community.	
Recommended Action: FOR PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: March 5, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PRESENTATION – EVALUATION OF LEGAL SERVICES PROPOSALS	
Presenter: Lauren Johnston, Assistant City Manager	
Attachments: 1. Ranking Sheet	
Background: <u>UPDATED BACKGROUND FROM THE FEBRUARY 20, 2024, WORKSHOP MEETING:</u> City Council heard the four presentations and conducted a question-and-answer session with each firm. Ms. Johnston enumerated the next several steps in the process, beginning with an evaluation of the proposals to rank and select a firm. City Council provided consensus and direction to move forward with the next step at the earliest Business Meeting. A ranking sheet for use during the evaluation process is attached to this agenda item. <u>UPDATED BACKGROUND FROM THE DECEMBER 12, 2023, WORKSHOP MEETING:</u> City Council provided consensus and direction to move forward with the request for proposals at the December 12, 2023, Workshop Meeting. The City received four proposals: Douglas Law Firm, Fishback Dominick Attorneys and Counselors at Law, GrayRobinson, and Vose Law Firm. Per City Council's request at the February 6, 2024, Business Meeting, the proposal submitters will be in attendance to provide a presentation and hold a question-and-answer session with City Council. <u>UPDATED BACKGROUND FROM THE NOVEMBER 28, 2023, SPECIAL WORKSHOP MEETING:</u> City Council held a Special Workshop on November 28, 2023, to discuss the legal service options for the City of Palm Coast. Per City Council's direction, Ms. Johnston will provide a draft Request for Proposals for Council's consideration. <u>ORIGINAL BACKGROUND FROM THE NOVEMBER 28, 2023, SPECIAL WORKSHOP MEETING:</u> The primary purpose of this special meeting is to discuss legal service options for the City of Palm Coast. The necessity for this discussion arises from the recent decision of the current City Attorney accepted a position elsewhere. To maintain continuity of coverage to the appropriate level of service for the City of Palm Coast, Ms. Johnston will provide an update on the City's current attorney services provider, Garganese, Weiss, D'Agresta, & Salzman, P.A., and additional options related to attorney services.	
Recommended Action: FOR DISCUSSION AND DIRECTION	

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 5, 2024

Department	WATER AND WASTEWATER	Amount
Division	UTILITY	Account #
Subject: ORDINANCE 2024-XX UTILITY RATE AMENDMENT		
Presenter: Jason DeLorenzo, Chief of Staff		
Attachments: 1. Ordinance 2. Exhibit 3. Business Impact Estimate		
Background: Council Priority: D. Sustainable Environment & Infrastructure		
<u>UPDATED BACKGROUND FROM THE FEBRUARY 20, 2024, BUSINESS MEETING:</u> City Council heard the first reading of this item at the February 20, 2024, Business Meeting. The attached Ordinance and Exhibit have been revised to reflect City Council's motion to adjust only the Capital Facility Fee.		
<u>ORIGINAL BACKGROUND FROM THE FEBRUARY 20, 2024, BUSINESS MEETING:</u> To ensure revenues are sufficient to support the operation, maintenance and expansion of the water and sewer utility the City periodically conducts a review of the established rates and fees. The city enlisted the services of Stantec Consulting Services Inc., in Florida to conduct a <i>Water and Wastewater Revenue Sufficiency and Capital Facilities Fees Study</i> . Calculations are needed to assess the rates necessary to maintain the infrastructure of the water and sewer system. The consultant will recommend adjustments to various rates including monthly base charges and per gallon charges as well as adjustments to water and sewer capacity fees that are assessed for new construction. Rate studies are performed to assure that the studied entity will be sustainable over time to cover operating costs, capital improvements costs, stay within financial policies and cover debt payments with a reserve for emergencies. Much information must go into this evaluation and ultimately the result that is derived from all the information that goes into the study. These studies are usually performed every 3 to 5 years to keep up with the changes that occur in the operation, growth changes, material cost changes, labor rates, equipment costs as well as maintenance and other factors. Based on the current economic factors changing much of how our economy functions, such as covid impact, supply chain issues, inflation, labor shortages and the fact that our past few studies have not been of the most comprehensive nature, this study is a more thorough dive into our system needs.		

During the regularly scheduled City Council meeting of November 14, 2023, and February 13, 2024, utility staff and the utility rate consultant presented its initial findings, options for consideration, and recommendations for cost adjustments. This was a presentation only for information and to request council direction with a future rate consideration to come back to council for adoption. City staff and the Consultant have taken the guidance provided by council at the November meeting and included a new water tier, holding the base rates flat for the initial rate adjustment, and moving up the capacity fees adjustment from October to May to coincide with the first monthly rate adjustment.

Staff recommends adoption of the proposed rate adjustments as presented to Council by Stantec Consulting Services Inc., at the February 20, 2024, City Council meeting.

Recommended Action:
ADOPT ORDINANCE 2024-XX UTILITY RATE AMENDMENT

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 5, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2024-XX APPROVING THE SUPPLEMENTAL AGREEMENT FOR SEMINOLE WOODS INVESTMENTS, LLC (SWI) ANNEXATION		
Presenter: Phong Nguyen, Senior Planner		
Attachments: 1. Presentation 2. Resolution 3. Supplemental Agreement Cornerstone PC Annexation 4. Distant Aerial 5. Site Map		
Background: This is a legislative item. The applicant, Seminole Woods Investments, LLC (SWI), has submitted a supplemental agreement relating to the Pre-Annexation Agreement to ensure the efficient development of the SWI Property. SWI, the City of Palm Coast and BJ's Wholesale Club, Inc., entered into a Pre-Annexation Agreement dated February 8, 2023, regarding real property of which the SWI Property is a part of the Pre-Annexation Agreement. According to Section 2(b) of the adopted Pre-Annexation Agreement, the effective date for annexation set forth is sixty (60) days after the issuance of a certificate of occupancy by Flagler County for Phase 1 of the Project, which is the development of only the BJ's Wholesale Club. Developments of SWI Property is Phase 2 of the Project as stated in the original Pre-Annexation Agreement. To date, SWI has secured contracts 4 out of 5 parcels to be developed and is aggressively developing those out parcels at a faster pace than anticipated through the County's permitting process. Therefore, to efficiently develop these out parcels, SWI is requesting to set its Phase 2 effective date of annexation for only the out parcels at a later date. The Phase 2 effective date of annexation shall be 60 days after the last certificate of occupancy for Phase 2 or December 31, 2025. If the last certificate of occupancy for Phase 2 of the Project has not been issued by December 31, 2025, but there is an active site develop permit for one or more of the lots that comprise Phase 2, then the Phase 2 effective date of annexation shall be extended to the date that is the date that the last certificate of occupancy for Phase 2 has been issued or December 31, 2026, whichever occurs first. In addition to amend the effective date of annexation for Phase 2, SWI also agrees to pay the difference between the amounts due for transportation and fire services impact fees in Flagler County and the amounts that would be due for those impact fees in the City pursuant to the City's impact fee schedule.		

Summary of Findings: Planning staff has reviewed this Supplemental Agreement for SWI annexation and finds it meets the initial intent and therefore supports the request.

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING THE SUPPLEMENTAL AGREEMENT FOR SEMINOLE WOODS INVESTMENTS, LLC (SWI) ANNEXATION

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 5, 2024

Department	PARKS & RECREATION	Amount
Division	GOLF COURSE	Account #
Subject: RESOLUTION 2024-XX APPROVING THE AMENDED PARKS & RECREATION FEE STRUCTURE		
Presenter: James Hirst, Director of Parks & Recreation		
Attachments: 1. Presentation 2. Resolution 3. Exhibit A – Parks & Facilities Fee Schedule		
Background: Pillar of Priority: Strong Resilient Economy: Maintaining financial strengths within the City and promote fiscal responsibility to ensure future stability. <u>UPDATED BACKGROUND FROM THE FEBRUARY 20, 2024, WORKSHOP MEETING:</u> City Council received a presentation on the comparable fees and recommended fee adjustment at their February 20, 2024, Workshop Meeting. City Council provided staff with further direction for the Palm Harbor Golf Course's rate adjustment, requesting Staff to provide data on cost recovery metrics. The presentation has been updated with this additional information since the last Workshop Meeting. <u>UPDATED BACKGROUND FROM THE OCTOBER 17, 2023, WORKSHOP MEETING:</u> With the direction given from the October 10, 2023, Workshop Meeting, Staff reached out to the golf courses within the Palm Coast and Bunnell area. A presentation has been created for City Council to review the comparable rates and the recommended fee adjustment for the Palm Harbor Golf Club's Greens Fees. <u>UPDATED BACKGROUND FROM THE OCTOBER 10, 2023, WORKSHOP MEETING:</u> City Council received a presentation on this item at their October 10, 2023, Workshop Meeting. City Council provided staff with further direction for the Palm Harbor Golf Course which will come back to Council at a later date. The Resolution and Fee Structure have been added to the item since the Workshop Meeting. <u>ORIGINAL BACKGROUND FROM THE OCTOBER 10, 2023, WORKSHOP MEETING:</u> The Palm Coast Parks & Recreation Department is presenting the need to evaluate its current fee structure. The fees that need to be evaluated are the Community Garden Plot Fees, Palm Coast Aquatics Center Lane Rentals, Palm Coast Arts Foundation Amphitheater Rental, Palm Coast Community Center Cocktail Table & Tablecloth Rentals, Palm Harbor Golf Course Green Fees, and Waterfront Park Patio Rental. This analysis is in line with City Council's pillar of maintaining financial strengths within the City and promote fiscal responsibility to ensure future stability. Reviewing our fees on a regular basis also allows us		

to balance cost recovery and maintain the level of quality in our programs and facilities that our residents expect and deserve.

Analyzing the Parks & Recreation Fee Structure involves a couple steps:

- The first step is to review the current fee structure and determine what changes may need to be made.
- The second step is finding comparable organizations to check our fees against.

Staff is looking for feedback and direction on the proposed rates for the Parks & Recreation facilities.

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING THE AMENDED PARKS & RECREATION FEE STRUCTURE

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 5, 2024

Department	WATER AND WASTEWATER UTILITY	Amount	\$ 40,775.11																					
Division		Account #	54019099 034000																					
Subject: RESOLUTION 2024-XX APPROVING A CHANGE ORDER WITH STANTEC CONSULTING SERVICES FOR ADDITIONAL COST																								
Presenter: Jason DeLorenzo, Chief of Staff																								
Attachments: 1. Resolution 2. Rate Study Change Order 3. Engagement Letter																								
Background: Council Priority: D. Sustainable Environment and Infrastructure On February 15, 2022, City Council approved a piggyback contract with Stantec Consulting Services, Inc., for the Utility Rate Study. The attached Change Order includes a cost of \$23,836.11 based upon actual costs incurred for actual effort to date. Additionally, the Change Order includes a cost of \$16,939.00 based upon the estimated remaining level of effort and the billable rates outlined in the agreement for services yet to be completed. The services yet to be completed are within the original scope of work. In total, this Change Order includes an additional \$40,775.11 of Not-To-Exceed, for an amended total Not-To-Exceed of \$190,723.11. Funds for this project are budgeted out of the Fiscal Year 2024 Budget. <table><tr><td colspan="2">Source of Funds Worksheet FY24</td><td></td></tr><tr><td colspan="2">Water/Wastewater Non-Departmental</td><td></td></tr><tr><td>54019099-034000</td><td></td><td>\$635,360.00</td></tr><tr><td>Transfers from operational divisions</td><td></td><td>\$40,775.11</td></tr><tr><td>Total Expended/Encumbered to date</td><td></td><td>\$627,358.99</td></tr><tr><td>Pending Work Orders/ Contracts</td><td></td><td>\$40,775.11</td></tr><tr><td>Balance</td><td></td><td>\$8,001.01</td></tr></table>				Source of Funds Worksheet FY24			Water/Wastewater Non-Departmental			54019099-034000		\$635,360.00	Transfers from operational divisions		\$40,775.11	Total Expended/Encumbered to date		\$627,358.99	Pending Work Orders/ Contracts		\$40,775.11	Balance		\$8,001.01
Source of Funds Worksheet FY24																								
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Pending Work Orders/ Contracts		\$40,775.11																						
Balance		\$8,001.01																						
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING A CHANGE ORDER WITH STANTEC CONSULTING SERVICES FOR ADDITIONAL COST																								

City of Palm Coast, Florida Agenda Item

Agenda Date: March 5, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2024-XX CREATING A REGISTRATION FEE FOR FLOATING VESSEL PLATFORMS		
Presenter: Barbara Grossman, Code Enforcement Manager		
Attachments: 1. Resolution		
Background: On February 20, 2024, City Council adopted Ordinance 2024-09 amending the Unified Land Development Code Section 4.01, Subsection 4.01.05, to provide a process for Floating Vessel Platform Registration. The Ordinance requires a registration fee to be paid when the application for registration of a floating vessel platform is submitted to the City. The registration fee to be charged shall cover the costs incurred by the City of Palm Coast in processing the registration application. Staff recommends a \$50.00 registration fee per floating vessel platform, as may be amended from time to time.		
Recommended Action: ADOPT RESOLUTION 2024-XX CREATING A REGISTRATION FEE FOR FLOATING VESSEL PLATFORMS		

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 5, 2024

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$1,050,000.00
Division	ENGINEERING	Account #	21055011-034000- 54104
Subject: RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH HERNANDO COUNTY, FLORIDA, AND ASPHALT PAVING SYSTEMS, INC., AND EXPENSES RELATED TO GLOBAL TREATMENT SERVICES			
Presenter: Carl Cote, Director of Stormwater & Engineering			
Attachments: 1. Resolution 2. Engagement Letter 3. Proposal			
Background: Council Priority: D. Sustainable Environment and Infrastructure <u>UPDATED BACKGROUND FROM THE FEBRUARY 13, 2024, WORKSHOP MEETING:</u> City staff presented the topic at the February 13, 2024, Workshop Meeting. No changes have been made to the item. <u>ORIGINAL BACKGROUND FROM THE FEBRUARY 13, 2024, WORKSHOP MEETING:</u> City staff and Transmap have put together a 5-Year Pavement Management Plan based on direction from City Council to only utilize current funding sources; no new funding source was approved to provide the necessary funding shortfall in the pavement management program. Staff will incorporate the use of global treatments to reduce the current \$10 million-dollar annual funding shortfall. With these factors, the recommendation for Arterial and collector roadways is to utilize milling and resurfacing only with full-depth repair where needed with a budget to maintain a 73 PCI over the upcoming 5-year outlook. For Local Residential Roadways, the plan would introduce global treatments with any surplus funds from maintaining the arterial network utilizing global treatments where possible. Staff is recommending piggybacking the Hernando County, Florida contract (#23-T00029/AP) with Asphalt Paving Systems, Inc. through May 9, 2026, for global treatment services. Piggybacking existing competitively bid contracts is advantageous since the pricing is generally better than what the City could obtain on its own, and the City does not incur the expense and delay of soliciting a bid. This item is to approve a piggyback contract with Hernando County, Florida, and Asphalt Paving Systems, Inc., and expenses in the amount of \$955,210 to provide global treatment services. Staff also recommends the approval of a contingency of \$94,790 for a total amount of \$1,050,000. Funds for this project are budgeted for out of the Street Improvement fund.			

Source of Funds Worksheet FY24**Streets Improvement Fund – Street Resurfacing Project****21055011-034000-54104**

	\$6,580,000.00
Total Expended/Encumbered to Date	\$2,192,355.93
Pending Work Orders/Contracts	\$0.00
Current (WO/contract)	<u>\$1,050,000.00</u>
Balance	\$3,337,644.07

ORIGINAL BACKGROUND:

In order to be more efficient with the limited funding available and ongoing needs (1,126 lane miles), the city sought professional engineering services for the implementation of a pavement management program. This program is designed to preserve and extend the useful life of paved surfaces throughout the City and optimize the available funds to meet the network condition needs. With careful planning and diligent effort, highest performance standards are maintained while reducing the overall long-term costs of managing the network pavement system.

On August 1, 2017, City Council approved a contract with Transmap Corporation to assist in the development of a Network Pavement Management System. The general objective was for the consultant to collect pavement data by way of a digital survey and to create a Pavement Condition Index (PCI) for each city-maintained roadway. The PCI allows the City to determine a pavement condition standard and plan for maintaining all roadways.

Given the persistent shortage of funds for maintaining these street systems, the preservation and stewardship of existing roads have become major activities for all levels of government. An excellent way of maximizing the return on investment for the money that exists for road maintenance is to implement a Pavement Management System. Pavement management is a systematic approach to extending the life of a pavement network. More specifically, it is the process of planning, budgeting, funding, designing, constructing, monitoring, evaluating, maintaining, and rehabilitating the pavement network to provide maximum benefits with available funds. A Pavement Management System provides tools and methods for finding and implementing the best Maintenance & Rehabilitation (M&R) strategies. Repairing streets when they are still in fair condition ultimately cost less over their lifetime than waiting to fix roads that have fallen into poor condition. In other words, the proactive approach of routine pavement management means less money wasted on frequent roadway reconstruction and a potential savings of millions of dollars.

On August 28, 2018, City Council was presented with the findings of the Final Pavement Management Report. Those findings determined time Arterial and Collector roadways had a PCI average of 83 and Local roadways had a PCI average of 78. In order to maintain the current level of service, and existing PCI average, additional funding was requested however it was not approved by City Council.

In order to provide a more accurate forecast and better performance model for roadway maintenance, it is recommended to have the roadways digitally surveyed every 4 to 5 years. On August 17, 2021, City Council approved a Work Order with Transmap Corporation to conduct a survey and to provide a report and updated forecast for the city's pavement management program comparing project revenue as well as recommended funding needed

to maintain the current roadway system condition for arterial and residential roads.

This item is a presentation to present City Council with the findings and funding needs based upon the updated survey that was completed with proposed new revenue options to provide the necessary funding.

Recommended Action:

**ADOPT RESOLUTION 2024-XX APPROVING A PIGGYBACK CONTRACT WITH
HERNANDO COUNTY, FLORIDA, AND ASPHALT PAVING SYSTEMS, INC., AND
EXPENSES RELATED TO GLOBAL TREATMENT SERVICES**

City of Palm Coast, Florida Agenda Item

Agenda Date: March 5, 2024

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$1,353,897.50
Division	ENGINEERING	Funding	Grant and Stormwater Capital
Subject:	RESOLUTION 2024-XX APPROVING A GRANT AGREEMENT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, A CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., APPROVAL OF CONSTRUCTION ENGINEERING INSPECTION SERVICES, AND A PROJECT CONTINGENCY FOR THE P-1 WEIR REPLACEMENT		
Presenter:	Carmelo Morales, Stormwater Engineer III		
Attachments:	1. Resolution 2. Grant Agreement 3. Draft Contract 4. Notice of Intent to Award 5. Project Overview 6. Work Order/Proposal		
Background: Council Priority: D. Sustainable Environment and Infrastructure	Staff recommend the replacement of the P-1 weir control structure. This replacement will alleviate the problems of the old system, improve water quality, and provide flood protection to the residential neighborhoods connected to the drainage system. It will also address the existing erosion issues and retrofit existing storm infrastructure to work with the new design. The scope associated with this project includes the demolition of an existing fabriform weir structure (P-1) and gates, erosion control along the canal side banks and construction of a new control structure in approximately the same location along the Pine Grove Waterway in accordance with the attached set of construction plans. The weir to be replaced is located just east of Belle Terre Pkwy south the intersection of Belle Terre and White View Parkway. The purpose of this project is to address the On January 5, 2024, staff advertised Bid (ITB-SWE-24-16) for the P-1 Weir Replacement Project. Staff received two (2) bids that were responsive and responsible. The project bid overview and notice of intent to award are attached. Staff recommends awarding the contract to the low bidder, S.E. Cline Construction, Inc., in the amount of \$1,157,325.00. The Notice of Intent to Award and Project Bid Overview are attached. Under the existing contract (RFSQ-SWE-23-32) with DRMP, Inc., staff negotiated a scope and fee for construction engineering services in a not-to-exceed amount of \$80,840.00. City		

staff has determined 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.

This item is to approve a contract with S.E. Cline Construction, Inc., in the amount of \$1,157,325.00, construction engineering services with DRMP, Inc., in the amount of \$80,840.00, and a 10% project contingency of \$115,732.50 for a total project cost of \$1,353,897.50.

Staff is also requesting approval of a grant agreement with the Department of Environmental Protection (LPA0607) in the amount of \$1,250,000.00 for contractual services and equipment for the replacement of the P-1 Weir Structure. The grant funds for this project are budgeted in 54200000-334365-99043.

Funds for this project are budgeted out of the Fiscal Year 2024 Capital Improvement Budget.

Source of Funds Worksheet FY 24

Stormwater Engineering Weir Replacement P-1

54205509-063000-99043

\$1,500,000.00

Total Expended/Encumbered to date

\$1,190.00

Pending Work Orders/Contracts

\$1,353,897.50

Balance

\$144,912.50

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING A GRANT AGREEMENT WITH THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, A CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., APPROVAL OF CONSTRUCTION ENGINEERING INSPECTION SERVICES, AND A PROJECT CONTINGENCY FOR THE P-1 WEIR REPLACEMENT

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 5, 2024

Department	FINANCIAL SERVICES/HUMAN RESOURCES	Amount	NOT TO EXCEED \$40,000
Division		Account #	10012200 031000
Subject:	RESOLUTION 2024-XX APPROVING AN ADDITIONAL WORK ORDER WITH GABRIEL, ROEDER, SMITH & COMPANY FOR ACTUARIAL SERVICES IN AN AMOUNT NOT TO EXCEED \$40,000		
Presenter:	Helena Alves, Director of Financial Services and Renina Fuller, Director of Human Resources		
Attachments:	1. Resolution 2. Proposal		
Background:	In the International Association of Fire Fighters (IAFF) Collective Bargaining agreement for 2021 – 2024, Article 23, Retirement, the city agreed to research the estimated cost of transitioning from the current 401(a) Defined Contribution Plan to the Chapter 175 State Retirement Program Defined Benefit Plan. On January 20, 2022, the City posted an RFQ for an actuarial study not to exceed \$50,000. In May 2022, the City engaged GRS Consulting to conduct the study. The study was completed and presented to the City Manager in June 2023. During negotiations, the IAFF union requested various calculation changes. On September 5, 2023, Council approved a resolution for additional services not to exceed \$25,000. Due to the labor union declaring an impasse, and in preparation for the upcoming public hearing, we are seeking additional information from GRS Consulting. 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), we are seeking Council approval for additional services from GRS Consulting not to exceed \$40,000. The additional actuarial services to be provided by Gabriel, Roeder, Smith and Company meet the sole source purchasing requirements as the services needed will utilize the initial actuarial study completed to update and recalculate some of the initial assumptions provided by Gabriel, Roeder, Smith and Company. Given the foregoing, this purchase must be sole sourced to GRS Consulting as these are updated calculations needed based on current negotiations.		

Source of Funds Worksheet FY 2024**General Fund - Attorney**

10012200 031000	\$676,559.00
Contingency Transfer	\$40,000.00
Total Expended/Encumbered to Date	\$676,559.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contrat)	<u>\$40,000.00</u>
Balance	\$0.00

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING A WORK ORDER WITH GABRIEL, ROEDER, SMITH & COMPANY FOR ACTUARIAL SERVICES IN AN AMOUNT NOT TO EXCEED \$40,000