



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, May 21, 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/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. PROCLAMATIONS AND PRESENTATIONS

- 1. PROCLAMATION - THE WEEK OF MAY 19 - 25, 2024, AS NATIONAL PUBLIC WORKS WEEK**
- 2. PROCLAMATION - MAY 2024 AS WATER SAFETY MONTH**
- 3. PRESENT CERTIFICATES TO THE LEADERSHIP INTERN TRAINING**

EXPERIENCE (LITE) TEAM

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) 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.

F. MINUTES

4. **MINUTES OF THE CITY COUNCIL:
MAY 7, 2024, BUSINESS MEETING
MAY 14, 2024, WORKSHOP MEETING**

G. RESOLUTIONS

5. **RESOLUTION 2024-XX TOWN CENTER TRACT 8 TECHNICAL SITE PLAN TIER 3 - APPLICATION NO. 5598**
6. **RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH GRAYROBINSON FOR CODE BOARD ATTORNEY SERVICES**

H. CONSENT

- 7. RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH QUINTAIROS, PRIETO, WOOD & BOYER FOR HEARING OFFICER SERVICES**
- 8. RESOLUTION 2024-XX APPROVING PIGGYBACKING THE OMNIA-UNIVERSITY OF NEBRASKA CONTRACT WITH CINTAS CORPORATION NO. 2, TO UTILIZE THE TERMS, CONDITIONS, SCOPE, AND PRICING OF THE AGREEMENT FOR WORKFORCE PRODUCTS AND SERVICES AS NEEDED**
- 9. RESOLUTION 2024-XX APPROVING ADDITIONAL FUNDING FOR EXPENSES RELATED TO PEAVY GRADE ROADWAY DESIGN AND MAINTENANCE OPERATION CENTER**
- 10. RESOLUTION 2024-XX APPROVING MASTER SERVICES AGREEMENT WITH HYDRA SERVICE INC., TO SUPPLY, MAINTENANCE, AND REPAIR SERVICES FOR SULZER/ABS SUBMERSIBLE PUMPS AND RELATED EQUIPMENT**
- 11. RESOLUTION 2024-XX APPROVING THE PURCHASE OF FRESHWATER MITIGATION CREDITS FOR THE MATANZAS WOODS ROADWAY EXTENSION, MAINTENANCE OPERATION CENTER, AND FIRE STATION 22 PROJECTS**

I. PUBLIC PARTICIPATION

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

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

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

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

- 12. REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR APRIL 2024**

M. ADJOURNMENT

- 13. AGENDA CALENDAR AND WORKSHEET**

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 21, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - THE WEEK OF MAY 19 - 25, 2024, AS NATIONAL PUBLIC WORKS WEEK	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: Public Works is responsible for the ongoing maintenance of roads and rights-of-way, including paving, mowing, landscaping, litter, signage, and signals. They are also charged with maintaining city-owned facilities and the acquisition and maintenance of all city vehicles and equipment. National Public Works Week celebrates the superheroes that lie within each public works professional. This year's theme is "Advancing Quality of Life for All." Public works professionals advance quality of life for all by focusing on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities, and to the public health, high quality of life, and well-being of the people of the City of Palm Coast.	
Recommended Action: PROCLAMATION - THE WEEK OF MAY 19 - 25, 2024, AS NATIONAL PUBLIC WORKS WEEK	

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 21, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - MAY 2024 AS WATER SAFETY MONTH	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: National Water Safety Month's history of highlighting water awareness and swim safety started in June 2003, when the World Waterpark Association (WWA) launched its National Water Safety Week. People celebrated this water awareness week for four years. In May 2007, the National Recreation and Park Association, (NRPA) which had been celebrating National Aquatics Week in July from 2004 to 2006, decided, along with the WWA, that a month-long water safety initiative in May would be best because it is when swim activity increases across the country. That is when National Water Safety Month was officially born. In May 2009, the Association of Pool & Spa Professionals (now the Pool & Hot Tub Alliance) joined the partnership, adding waterparks, public pools, and backyard pools to the monthly water safety initiative. Finally, in May 2010, the American Red Cross joined the National Water Safety Month coalition as a key partner. The City of Palm Coast Parks & Recreation Department strives to promote water safety in all aquatics, environments, and activities. According to the Centers for Disease Control and Prevention (CDC), eleven people die from unintentional drowning every day. Drowning is the third leading cause of unintentional death for all ages and the second leading cause of death for children ages 1 to 14 years. Our aquatics staff provides lifesaving swim lessons to all ages, from children to adults, as well as courses for the more advanced swimmer. You are never too old to learn how to swim!	
Recommended Action: PROCLAIM MAY 2024 AS WATER SAFETY MONTH	

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 21, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PRESENT CERTIFICATES TO THE LEADERSHIP INTERN TRAINING EXPERIENCE (LITE) TEAM	
Presenter: Lauren Johnston, Acting City Manager	
Attachments: None	
Background: The LITE (Leadership Intern Training Experience) Team is a specialized program within the City of Palm Coast, initiated in 2012 under the direction of the City Manager. It was established to address the City's growing need for executive leadership and to cultivate additional talent within the organization. The primary objective of the LITE Team Program is to expose staff members to the unique opportunity to collaborate directly with the City Manager and the Executive Team to foster professional growth and development among employees. The program is designed for team members interested in enhancing their leadership capabilities and embracing new challenges. Team members apply to participate, and the program operates over 12 months. Throughout this period, they engage in a variety of activities aimed at increasing their leadership skills and expanding their knowledge base. Special projects are assigned to the team, which serve as learning opportunities and avenues for the practical application of leadership principles. This year, the focus of the team's project was improving internal communication within city departments and collaborating with the Comprehensive Plan team to gather insights from students in Flagler Schools to better understand community needs and perspectives. The LITE Team serves as a platform for cultivating leadership talent, fostering collaboration, and addressing critical issues within the City of Palm Coast, contributing to the City's continued growth and development. This year's participants were: Raelene Bowman, Budget Coordinator, Financial Services Crystal Garner, Administrative Coordinator, Information Technology Rain Marti, Community Center Customer Service Representative, Parks & Recreation Daniel Niemann, Wastewater Utility Systems Lead, Utility Travis Sabatini, Utility System Meter Supervisor, Utility	
Recommended Action: PRESENT CERTIFICATES TO THE LITE TEAM GRADUATES	

City of Palm Coast, Florida Agenda Item

Agenda Date: May 21, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: MINUTES OF THE CITY COUNCIL: MAY 7, 2024, BUSINESS MEETING MAY 14, 2024, WORKSHOP MEETING	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Minutes (2)	
Background:	
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: MAY 7, 2024, BUSINESS MEETING MAY 14, 2024, WORKSHOP MEETING	

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 21, 2024

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2024-XX TOWN CENTER TRACT 8 TECHNICAL SITE PLAN TIER 3 - APPLICATION NO. 5598		
Presenter: Bill Hoover, AICP, Senior Planner		
Attachments: 1. Presentation 2. Resolution 3. Development Order 4. Staff Report 5. Distant Map 6. Close Up Map 7. Future Land Use Map (FLUM) 8. Zoning Map 9. Survey 10. Overall Site Plan 11. Traffic Study 12. Environmental Report 13. Combined Landscape Plans 14. Combined Building Elevations 15. Technical Site Plan Application		
Background: This is a quasi-judicial item, please disclose any ex parte communication. The applicant Hillpointe, LLC has submitted a Technical Site Plan application for a multi-family rental community with 264 homes. Town Center Tract 8 is 67.81 +/- acres and located at 746 Town Center Boulevard. The project will be a key component of Town Center as it has about one-half mile of frontage along the east side of Town Center Boulevard and extends from Central Avenue to about one-fifth mile north of Imagine School. The proposed apartment community has ten 3-story buildings with 24 or 36 units each plus a large clubhouse and amenity center. Since the project is over 100 residential units it is classified as a Tier 3 Technical Site Plan that requires review and recommendation by the Planning and Land Development Regulation Board (PLDRB) followed by review and determination by City Council. Hillpointe, LLC purchased the land on December 8, 2023. The developable area of the 67.81 +/- acres is located adjacent to the east side of Town Center Boulevard and existing stormwater ponds encompass the central area of the site. A large conservation area extends from the stormwater ponds to the north, east and south boundaries of the property. The stormwater ponds and conservation areas will provide some scenic views for residents to		

enjoy. The onsite conservation areas along with other conservation areas extending about 1/3 mile east to I-95 will also minimize much, if not most of the noise from I-95 traffic for residents.

This developer recently completed, and residents are now moving into the 300-unit Pointe Grand apartment complex along Pine Lakes Parkway North that is located about ¾ mile north of Palm Coast Parkway NW. Pointe Grand was reviewed by the PLDRB and approved by City Council in the first half of 2021.

The subject site is designated “DRI – Urban Core” and “Conservation” on the Future Land Use Map and as Town Center PUD on the Zoning Map. The Town Center PUD Land Use Map shows the subject property to be Tract 8 of this PUD and designated as “Urban Center” on the Town Center Master Development Plan Map and was intended to be developed for higher intensity uses in a pedestrian friendly environment.

Public Participation: This residential project does not meet the criteria for the applicant having a neighborhood meeting. Additionally, Technical Site Plans, including Tiers 2 and 3, do not require newspaper notification or the posting of the orange signs along the project’s frontage.

Planning and Land Development Regulation Board (PLDRB): The PLDRB reviewed this application at its regularly scheduled meeting at 5:30 PM on April 17, 2024, and by a 6 - 0 vote found it in compliance with the Comprehensive Plan, the Town Center PUD, and Land Development Code and recommended approval to City Council. No one from the public spoke regarding this petition.

Recommended Action:

THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD FOUND THIS PROJECT IN COMPLIANCE WITH THE COMPREHENSIVE PLAN, THE TOWN CENTER PUD, AND LAND DEVELOPMENT CODE, AND RECOMMENDED APPROVAL TO CITY COUNCIL OF THE TECHNICAL SITE PLAN TIER 3 FOR TOWN CENTER TRACT 8, APPLICATION NO. 5598.

City of Palm Coast, Florida Agenda Item

Agenda Date: May 21, 2024

Department	COMMUNITY DEVELOPMENT	Amount	AS NEEDED PER APPROVED BUDGET
Division	CODE ENFORCEMENT	Account #	10013508-034000
Subject: RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH GRAYROBINSON FOR CODE BOARD ATTORNEY SERVICES			
Presenter: Barbara Grossman, Code Enforcement Manager			
Attachments: 1. Presentation 2. Resolution 3. Master Services Agreement 4. Project Overview 5. Notice of Intent to Award			
Background: This is a legislative item. In accordance with Section 162.05(5), Fla. Stat., the local governing body attorney shall be counsel to an enforcement board or shall represent the municipality or county by presenting cases before the enforcement board, but in no case shall the local governing body attorney serve in both capacities. The City Attorney was representing the Code Board and issues began to arise in 2015 for staff. Staff required legal assistance. Therefore, in 2015, the City Administration determined since staff works with the City Attorney, it was best to hire an attorney to represent the code board. Since 2015, the City has hired a 3rd party attorney to represent the Code Enforcement Board. For the past several years, the City enjoyed the services of Fishback Dominic to provide the code board services. In January 2024, under the City's current purchasing policies, City staff advertised for code board attorney services (RFP-CD-24-18). Fishback Dominic did not entertain the bid. However, there were two bids received which were deemed responsive and responsible. The Notice of Intent to Award is attached to this item. Funds for these services have been appropriated in the Fiscal Year 2024 budget and will be expended on an as-needed basis.			

SOURCE OF FUNDS**Code Enforcement Division**

10013508-034000 Other Contractual	\$573,200.00
Total Expended/Encumbered to Date	\$487,108.12
Pending	\$5,000.00
Current	<u>\$7,000.00</u>
Balance	\$74,091.88

Staff recommends City Council approve a master services agreement with GrayRobinson for Code Board attorney services.

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH GRAYROBINSON FOR CODE BOARD ATTORNEY SERVICES

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 21, 2024

Department	COMMUNITY DEVELOPMENT	Amount	AS NEEDED														
Division	CODE ENFORCEMENT	Account #	10013508-34000														
Subject: RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH QUINTAIROS, PRIETO, WOOD & BOYER FOR HEARING OFFICER SERVICES																	
Presenter: Barbara Grossman, Code Enforcement Manager																	
Attachments: 1. Resolution 2. Master Services Agreement 3. Project Overview 4. Notice of Intent to Award																	
Background: This is a legislative Item. The contract for Hearing Officer services expired. Under the City's purchasing policies, City staff advertised for hearing officer services (RFP-CD-24-15). There was one bid received which was deemed responsive and responsible. Staff recommends City Council approve a master services agreement with Quintairos, Prieto, Wood & Boyer for code board attorney services. Funds for these services were appropriated in the FY 2024 budget and will be expended on an as-needed basis. <table><tr><td colspan="2">SOURCE OF FUNDS</td></tr><tr><td colspan="2">Code Enforcement Division</td></tr><tr><td>10013508-034000 Other Contractual</td><td>\$573,200.00</td></tr><tr><td>Total Expended/Encumbered to Date</td><td>\$487,108.12</td></tr><tr><td>Pending</td><td>\$5,000.00</td></tr><tr><td>Current</td><td>\$7,000.00</td></tr><tr><td>Balance</td><td>\$74,091.88</td></tr></table>				SOURCE OF FUNDS		Code Enforcement Division		10013508-034000 Other Contractual	\$573,200.00	Total Expended/Encumbered to Date	\$487,108.12	Pending	\$5,000.00	Current	\$7,000.00	Balance	\$74,091.88
SOURCE OF FUNDS																	
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Total Expended/Encumbered to Date	\$487,108.12																
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Current	\$7,000.00																
Balance	\$74,091.88																
Recommended Action: RESOLUTION 2024-XX APPROVING A MASTER SERVICES AGREEMENT WITH QUINTAIROS, PRIETO, WOOD & BOYER FOR HEARING OFFICER SERVICES																	

City of Palm Coast, Florida Agenda Item

Agenda Date: May 21, 2024

Department	WATER AND WASTEWATER UTILITY	Amount	OVER \$50K
Division	WASTEWATER	Account #	MULTIPLE DEPARTMENTS
Subject:	RESOLUTION 2024-XX APPROVING PIGGYBACKING THE OMNIA-UNIVERSITY OF NEBRASKA CONTRACT WITH CINTAS CORPORATION NO.2, TO UTILIZE THE TERMS, CONDITIONS, SCOPE, AND PRICING OF THE AGREEMENT FOR WORKFORCE PRODUCTS AND SERVICES AS NEEDED		
Presenter: Peter Roussell, Deputy Director Utility			
Attachments: 1. Resolution			
The piggyback contract and Form 7 are available for review in the Clerk’s office.			
Background: Council Priority: B. Safe and Reliable Services			
City Staff is recommending piggybacking the Omnia-University of Nebraska Contract Pro-Service 001299 RFP 3702-22-4618 Master Agreement with Cintas Corporation No. 2 for the purchase of various uniforms, cleaning supplies, first aid and safety, fire protection, and parts as needed for City workforce and 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.			
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING PIGGYBACKING THE OMNIA-UNIVERSITY OF NEBRASKA CONTRACT WITH CINTAS CORPORATION NO. 2, TO UTILIZE THE TERMS, CONDITIONS, SCOPE, AND PRICING OF THE AGREEMENT FOR WORKFORCE PRODUCTS AND SERVICES AS NEEDED			

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 21, 2024

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$74,590.00
Division	ENGINEERING	Account #	43000099-063000-59005
Subject:	RESOLUTION 2024-XX APPROVING ADDITIONAL FUNDING FOR EXPENSES RELATED TO PEAVY GRADE ROADWAY DESIGN AND MAINTENANCE OPERATION CENTER		
Presenter:	Eric Gebo, Architect III		
Attachments:	1. Resolution 2. Proposal		
Background:			
Council Priority:			
B. Safe and Reliable Services:			
	1. Ensure that the Maintenance & Operations Complex is a top-priority facility project and commence with initial improvements based on Capital Improvement Plan Timeline.		
	On May 19, 2020, Council approved a contract with Pond & Company for the design of The Maintenance Operation Center (MOC).		
	The recent Federal Court Decision has vacated the Florida State 404 permitting program. This causes some uncertainty on 404 projects moving forward in terms of whether it will go back to the US Army Core of Engineers (USACE) or if Florida Department of Environmental Protection (FDEP) will keep implementing it. Pond currently has an application into FDEP for verification of no permit required for Maintenance Operation Center Phase 1 and will be submitting for Peavy Grade. FDEP has halted processing currently while future litigation is anticipated. Pond will make a new submittal into USACE, as directed by Staff to expedite the permitting process, and keep this item moving forward.		
	Under the existing contract (RFSQ-CD-20-20) staff negotiated a scope and fee not to exceed \$30,275 for additional this task.		
	At the request of Staff, Pond has provided a scope and fee for the turn-key design of the Telecom and Security System and the complete design of the lightning protection system.		
	Under the existing contract (RFSQ-CD-20-20) staff negotiated a scope and fee not to exceed \$38,700 for this additional task.		

Additional work is required by DRMP for the delivery of legal descriptions and accompanying sketches of proposed conservation easement release areas for the Maintenance Operations Center, Phase 1.

Under the existing contract (RFSQ-CD-20-20) staff negotiated a scope and fee not to exceed \$5,615.00 for this additional task.

This item is to approve an increase in contract value (RFSQ-CD-20-20) with Pond & Company for a total amount of \$74,590. Funding for this project is budgeted in the Capital Improvement Plan.

Source of Funds Worksheet FY 24	
CAP MOC 43000099-063000-59005	\$12,997,500.00
Total Expended/Encumbered to Date	\$2,467,293.96
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$74,590.00</u>
Balance	<u>\$10,455,616.04</u>

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING ADDITIONAL FUNDING FOR EXPENSES RELATED TO PEAVY GRADE ROADWAY DESIGN AND MAINTENANCE OPERATION CENTER

City of Palm Coast, Florida Agenda Item

Agenda Date: May 21, 2024

Department	WATER AND WASTEWATER UTILITY	Amount	AS NEEDED
Division	WASTEWATER	Account #	MULTIPLE
Subject:	RESOLUTION 2024-XX APPROVING MASTER SERVICES AGREEMENT WITH HYDRA SERVICE, INC., TO SUPPLY, MAINTENANCE, AND REPAIR SERVICES FOR SULZER/ABS SUBMERSIBLE PUMPS AND RELATED EQUIPMENT		
Presenter:	James Melley, Utility Systems Manager		
Attachments:	1. Resolution 2. Draft Master Services Agreement 3. Project Overview 4. Notice of Intent to Award		
Background: Council Priority: D. Sustainable Environment & Infrastructure	Staff is requesting approval to have a Citywide Master Services Agreement available to all departments that purchase submersible pumps, electrical motors, submersible mixers, electrical control panels and components, and all parts needed for repairs. Including the HydraLink Scada services used by the Water Treatment Plant. This all-encompassing contract will allow departments access to purchase necessary components, as well as expert equipment repairs, field service help with Scada equipment and troubleshooting, and more. A fixed (across the board) discount off current Manufacturer's List price of 10% is included in the contract. This equipment is vital to the multiple Utility Departments and will allow ease of purchasing all from one supplier. Hydra Service has been a great vendor for the city for many years and their experience and expertise will be a great asset for the City staff to lean on when needed. In accordance with the City's purchasing policy, City staff solicited bids on Bonfire. Staff received one bid determined to be responsive and responsible. The Project Bid Overview and Notice of Intent to Award are attached. Staff recommends City Council approve a Master Services Agreement with Hydra Service, Inc.		
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING MASTER SERVICES AGREEMENT WITH HYDRA SERVICE, INC., TO SUPPLY, MAINTENANCE, AND REPAIR SERVICES FOR SULZER/ABS SUBMERSIBLE PUMPS AND RELATED EQUIPMENT			

City of Palm Coast, Florida Agenda Item

Agenda Date: May 21, 2024

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	4,350,000.00
Division	ENGINEERING	Account #	21097011-063000- 54620/43000099- 06300059005/21074000- 063000-49013
Subject: RESOLUTION 2024-XX APPROVING THE PURCHASE OF MITIGATION CREDITS FOR THE MATANZAS WOODS ROADWAY EXTENSION, MAINTENANCE OPERATION CENTER, AND FIRE STATION 22 REPLACEMENT PROJECTS			
Presenter: Eric Gebo, Architect III			
Attachments: 1. Resolution 2. Draft Brick Road Mitigation Contract 3. Draft Fishtail Mitigation Contract			
Background: Council Priority: D. Sustainable Environment and Infrastructure City Council received presentations for Matanzas Roadway Extension, the Maintenance Operations Center, and Fire Station 22 projects. All these projects are currently in design. As part of the design phase on these Projects, impacts to wetlands were identified that mitigation per the permit with St. John's River Water Management District and FDEP/USACE. This item is requesting approval for the purchase of Wetland Mitigation Credits associated with the St. Johns River Water Management District Permitting related to these Projects. The city will need to purchase an estimated amount of 29 credits at \$150,000 per credit for a total amount of \$4,350,000. The purchased credits will be split among the three projects. Cost may shift between projects depending on the final determination of the amount of credits needed per project, but the total will not exceed council approval of \$4,350,000. Below is an estimated breakdown of credit costs between projects: ➤ Matanzas Roadway Extension - \$2,822,500.00 ➤ Maintenance Operations Center Project - \$1,237,500.00 ➤ Fire Station 22 - \$290,000.00			

Source of Funds Worksheet FY 24**Transportation Impact Fee - Matanzas Roadway Extension****21097011-063000-54620****\$9,491,070.00**

Total Expended/Encumbered to Date

\$6,667,126.80

Pending Work Orders/Contracts

\$0.00

Current (WO/Contract)

\$2,822,500.00

Balance**\$1,443.20****Source of Funds Worksheet FY 24****Capital Projects - Maintenance Operations Center****43000099-063000-59005****\$12,997,500.00**

Total Expended/Encumbered to Date

\$2,467,293.96

Pending Work Orders/Contracts

\$0.00

Current (WO/Contract)

\$1,237,500.00

Balance**\$9,292,706.04****Source of Funds Worksheet FY24****Fire Impact Fee - Fire Staton #22****21074000-063000-49013****\$3,650,000.00**

Total Expended/Encumbered to Date

\$818,870.94

Pending Work Orders/Contracts

\$0.00

Current (WO/Contract)

\$290,000.00

Balance**\$2,541,129.06****Recommended Action:****ADOPT RESOLUTION 2024-XX APPROVING THE PURCHASE OF MITIGATION CREDITS FOR THE MATANZAS WOODS ROADWAY EXTENSION, MAINTENANCE OPERATION CENTER, AND FIRE STATION 22 REPLACEMENT PROJECTS**

City of Palm Coast, Florida Agenda Item

Agenda Date: May 21, 2024

Department	FINANCIAL SERVICES	Amount
Division		Account #
Subject: REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR APRIL 2024		
Presenter: Lauren Johnston, Acting City Manager		
Attachments: 1. Emergency and Sole Source Purchase Report		
Background: Attached is a list of all emergency and sole source purchases for the month of April 2024, 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).		
Recommended Action: FOR REPORTING ONLY - VIA CITY MANAGER COMMENTS		