



City of Palm Coast

Agenda

City Council Workshop

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

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

Tuesday, September 10, 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 PUBLIC PARTICIPATION

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. And pursuant to the City Council's Meeting Policies and Procedures:

- (1) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (2) The Public may provide comments to the City Council relative to matters not on the agenda at the times indicated in this Agenda. Following any comments from the public, there may be discussion by the City Council.
- (3) When addressing the City Council on specific, enumerated Agenda items, speakers shall:

- (a) direct all comments to the Mayor;
 - (b) make their comments concise and to the point;
 - (c) not speak more than once on the same subject;
 - (d) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;
 - (e) obey the orders of the Mayor or the City Council; and
 - (f) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.
- (4) Any person who becomes disorderly or who fails to confine his or her comments to the identified subject or business, shall be cautioned by the Mayor and thereafter must conclude his or her remarks on the subject within the remaining designated time limit.

Any speaker failing to comply, as cautioned, shall be barred from making any additional comments during the meeting and may be removed, as necessary, for the remainder of the meeting.

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

E PRESENTATIONS

- 1 PRESENTATION - EDUCATIONAL PRESENTATION ON FORENSIC AUDITS**
- 2 PRESENTATION - TARGETED INDUSTRY FEASIBILITY REPORT**
- 3 PRESENTATION - CITY MANAGER SEARCH AND STRATEGIC GOVERNMENT RESOURCES (SGR)**
- 4 RESOLUTION 2024-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH DIAMOND TOWERS V, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 100 PARK SQUARE**
- 5 PRESENTATION - PILE BURNING WITHIN THE CITY OF PALM COAST**
- 6 PRESENTATION - EXTERIOR BUILDING HOUSE COLORS**

F PUBLIC PARTICIPATION

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

G DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

H DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

I DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

J ADJOURNMENT

7 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: September 10, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: PRESENTATION - EDUCATIONAL PRESENTATION ON FORENSIC AUDITS	
Presenter: Lauren Johnston, Acting City Manager	
Attachments: 1. Presentation	
Background: City Council requested that staff seek proposals for an educational presentation on the topic of forensic audits. Staff issued RFP-FS-24-35 Educational Presentation on Forensic Audits. The City received two submissions to its request for proposals and following City Council's evaluation of the proposals, awarded the services to MSL, P.A. William Blend, Shareholder with MSL CPAs and Advisors will be presenting to Council on the topic of Forensic Audits and Other Government Engagements.	
Recommended Action: FOR PRESENTATION ONLY	

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Agenda Date: September 10, 2024

Department	CITY ADMINISTRATION	Amount
Division	ECONOMIC DEVELOPMENT	Account #
Subject: PRESENTATION - TARGETED INDUSTRY FEASIBILITY REPORT		
Presenter: Matthew Schwalb and Aaron Schmerbeck, ABLE Operations		
Attachments: 1. Presentation		
Background: To support SAP Priority A: Strong Resilient Economy, City Council approved a contract with ABLE Operations, LLC. to complete a targeted industry feasibility study on November 7, 2023. ABLE Operations was asked to conduct a high-level assessment and ranking of all regional clusters and then provide a deep-dive feasibility assessment on the following industry clusters: • Healthcare Training & Services, Healthcare/Medical Research & Development • I.T., High Tech & Clean Tech • Logistics & Warehousing • Advanced & Innovative Manufacturing • Aerospace & Aviation • Corporate Headquarters • Hospitality For each cluster, a development plan will be created outlining tasks for the city to consider when expanding a current cluster or recruiting a new one deemed feasible for the region. These plans will include necessary infrastructure improvements, workforce improvements, transportation improvements, marketing, availability of lands for employment center, and land use and zoning refinements if needed. ABLE Operations, LLC. will present their findings and recommendations.		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date: September 10, 2024

Department HUMAN RESOURCES Division	Amount Account #
Subject: PRESENTATION - CITY MANAGER SEARCH AND STRATEGIC GOVERNMENT RESOURCES (SGR)	
Presenter: Doug Thomas, Executive Vice President of Recruiting and Leadership Development, SGR	
Attachments: 1. Presentation	
Background: At the May 14, 2024, City Council Workshop, Council directed staff to secure a contract with Strategic Government Resources (SGR) for an executive City Manager search. At the June 18, 2024, Business Meeting, Council approved the contract with SGR. The direction from Council was for SGR to start developing the recruitment profile, recruitment process, and brochure in late August or early September. SGR will provide an overview to assist City Council in developing the City Manager recruitment profile and discuss the next steps.	
Recommended Action: FOR PRESENTATION AND DISCUSSION	

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Department	INFORMATION TECHNOLOGY	Amount
Division		Account #
Subject: RESOLUTION 2024-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH DIAMOND TOWERS V, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 100 PARK SQUARE		
Presenter: Doug Akins, Director of Information Technology		
Attachments: 1. Presentation 2. Resolution 3. Option and Ground Lease 4. AT&T Letter of Interest		
Background: Diamond Towers V, LLC has requested to lease City property located at 100 Park Square (Parcel # 28-10-30-4290-00000-0130) for the purpose of constructing a 150-foot high, telecommunications facility (structure). The tower will be a monopole style tower with a full antennae array. This facility will have the capacity to accommodate at least four (4) carriers. This site is not identified in the Wireless Master Plan and will have to go before the Planning and Land Development Regulation Board for a special exception. Some of the highlights of the agreements are as follows: 1. The initial Option term is eighteen months and may be extended by two additional six-month periods. 2. Initial lease term will be five years with the option to extend for five, five-year periods, for a total of thirty years. 3. A Site Development Fee of \$50,000 shall be paid to the City upon the commencement of construction of the tower (an increase of \$25,000 from previous agreements). 4. The City will receive 40% of any sublease fees generated by the first tenant, and 50% for all subsequent tenants (an increase from 40% of all revenue in previous agreements). 5. Diamond Towers V, LLC will have access to the land to build a 150-foot structure and house ground equipment on the site.		
Recommended Action: ADOPT RESOLUTION 2024-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH DIAMOND TOWERS V, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 100 PARK SQUARE		

City of Palm Coast, Florida Agenda Item

Agenda Date: September 10, 2024

Department	PUBLIC SAFETY	Amount
Division	FIRE	Account #
Subject: PRESENTATION - PILE BURNING WITHIN THE CITY OF PALM COAST		
Presenter: Kyle Berryhill, Fire Chief		
Attachments: 1. Presentation 2. Ordinance		
Background: Council Priority: D. Sustainable Environment and Infrastructure Due to Palm Coast Fire Department hearing consistently from citizens on the issue of land development clearing pile burning, City staff has worked to develop a presentation for City Council with options for what actions they may take to restrict or prohibit pile burning within the City.		
Recommended Action: FOR PRESENTATION AND DISCUSSION		

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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: This is a quasi-judicial item, please disclose any ex parte communication 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		