



City of Palm Coast

Agenda

City Council Workshop

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

Mayor Michael Norris
Vice Mayor Theresa Pontieri
Council Member Charles Gambaro
Council Member Ty Miller

Tuesday, March 11, 2025

6:00 PM

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 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) This agenda item has a thirty (30) minute limit.
- (2) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (3) 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.

(4) Public speakers may address their comments to the Council as a whole, the Mayor, or to an individual Council Member

(5) 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.

(6) 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 - STRATEGIC GOVERNMENT RESOURCES (SGR) CITY MANAGER SEARCH SEMIFINALISTS RANKINGS & SELECTION OF FINALISTS

2 RESOLUTION 2025-XX APPROVING THE UPDATED WIRELESS MASTER PLAN

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

3 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 11, 2025

Department HUMAN RESOURCES Division	Amount Account #
Subject: PRESENTATION - STRATEGIC GOVERNMENT RESOURCES (SGR) CITY MANAGER SEARCH SEMIFINALISTS RANKINGS & SELECTION OF FINALISTS	
Presenter: Doug Thomas, Executive Vice President of Recruiting and Leadership Development - Consultant	
Attachments: 1. Presentation	
Background: <u>UPDATED BACKGROUND FROM THE FEBRUARY 25, 2025, WORKSHOP MEETING:</u> At the February 25, 2025, Workshop Meeting, City Council selected 6 applicants to move forward in the process. During this meeting, City Council will rank the semifinalist candidates to assist in the finalist selection process. <u>UPDATED BACKGROUND FROM THE JANUARY 28, 2025, WORKSHOP MEETING:</u> At the January 28, 2025, workshop, SGR provided an overview of the applicant pool, and the council selected candidates to advance to the semifinalist stage. The council also directed Mr. Thomas to keep the position open for additional applicants. Mr. Thomas will present a summary of the new applicants and seek council's direction on including them with the semifinalist materials ahead of the March 11, 2025, workshop. During this workshop, the council will determine which applicants will be invited for onsite interviews. <u>ORIGINAL BACKGROUND FROM THE JANUARY 28, 2025, WORKSHOP MEETING:</u> During the November 19, 2024, workshop, SGR provided an overview of the recruitment process and confirmed the information needed from the council to develop the City Manager recruitment profile. The position was posted on November 23, 2024, and closed on December 29, 2024. Mr. Thomas will present a brief summary of the 35 applicants and seek the council's selection of the top 10 to 12 candidates to advance to the semifinalist review. SGR will then send the semifinalists a questionnaire and initiate the background check process.	
Recommended Action: FOR PRESENTATION AND DISCUSSION	

City of Palm Coast, Florida

Agenda Item

Agenda Date: March 11, 2025

Department	INFORMATION TECHNOLOGY	Amount
Division		Account #
Subject: RESOLUTION 2025-XX APPROVING THE UPDATED WIRELESS MASTER PLAN		
Presenter: Doug Akins, Director of Information Technology		
Attachments: 1. Presentation 2. Resolution 3. Updated Wireless Master Plan		
Background: Council Priority: 7. Design and produce a Technology improvement plan focused on technology for the city government 7.7 As cell phones have become the main method of communication, including for emergency calls, and are increasingly relied on for City operations, IT will advocate and facilitate adequate cellular coverage for the major carriers throughout the City through the Wireless Master Plan. In 2016, the City went out to bid for Wireless Telecommunication Consulting Services. The selected vendor was to provide assistance with reviewing existing City ordinances and recommend revisions to reflect best management practices, and to assist with drafting a Master Plan, among other related items. Diamond Towers won that bid and in 2018, City Council adopted the City's first Wireless Master Plan. To create the plan, Diamond identified 10 coverage areas (areas of need) using radio frequency (RF) analysis. Staff evaluated and identified city-owned parcels in the areas that preliminarily matched the criteria for being able to accommodate a Wireless Communications Facility. The plan offered city-owned properties and, in an agreement with Flagler Schools, some school properties. For the first five years of the plan, Diamond Towers had first right of refusal to build towers on properties identified in the Master Plan. During that time, Diamond constructed three towers: • Southern Recreation Center (1250 Belle Terre Parkway) • Heroes Memorial Park (4 Corporate Drive N) • Fire Station 24 (107 Farmsworth Drive) In this second revision of the Wireless Master Plan, the City took a different approach to property selection. First, only city-owned properties are in the Master Plan, there are no School Board or other properties included. Second, instead of going based off areas of need, we chose to add any city property that we thought would be able to accommodate a		

tower. Staff were directed to do an analysis of all City property in 2023, and as part of that analysis each property was also considered for the ability to accommodate a tower. Each property, including properties in the previous master plan, were evaluated anew.

17 properties are being included in the Wireless Master Plan for Council's consideration. Staff are also requesting Council consider granting the City Manager, or designee, the right to remove, but not add, properties to the Wireless Master Plan. With the original Master Plan, there were times when a location was requested and upon further analysis, or because of changes that had taken place since the Master Plan was adopted, the location was no longer suitable. We believe it would be administratively more efficient for the City Manager to be able to remove properties that are no longer suitable, than to get Council approval for each one. Adding locations to the Wireless Master Plan would always be a right reserved for the Council.

Along with the updated properties that are included, this second revision updates the background information provided and removes references to Diamond Towers that are no longer applicable.

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING THE UPDATED WIRELESS MASTER PLAN