



City of Palm Coast

Agenda

City Council Business

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoast.gov

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

Tuesday, April 1, 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. PROCLAMATIONS - 5:30 P.M.

- 1. PROCLAMATION - AUTISM AWARENESS MONTH**
- 2. PROCLAMATION - SEXUAL ASSAULT AWARENESS MONTH**
- 3. PROCLAMATION - APRIL 6-12, 2025, AS CRIME VICTIMS' RIGHTS WEEK**
- 4. PROCLAMATION - APRIL 13-19, 2025, AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**
- 5. PROCLAMATION - ARBOR DAY IN PALM COAST**

B. CALL TO ORDER CITY COUNCIL BUSINESS MEETING - 6:00 P.M.

C. PLEDGE OF ALLEGIANCE TO THE FLAG AND A MOMENT OF SILENCE

D. ROLL CALL

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) 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.

F. MINUTES

**6. MINUTES OF THE CITY COUNCIL:
MARCH 18, 2025, BUSINESS MEETING**

G. PRESENTATION

7. PRESENTATION - ANNUAL HEALTH AND SAFETY EMPLOYEE CALENDAR

H. RESOLUTIONS

8. RESOLUTION 2025-XX APPROVING SOMERSET PHASE 2 FINAL PLAT - APPLICATION 6007
9. RESOLUTION 2025-XX APPROVING LAKEVIEW ESTATES TRACT 1 FINAL PLAT - APPLICATION 5812
10. RESOLUTION 2025-XX APPROVING GRAND LANDINGS PHASE 5A FINAL PLAT - APPLICATION 5954
11. RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., PROJECT CONTINGENCY AND A WORK ORDER FOR CONSTRUCTION INSPECTION SERVICES FOR THE COLBERT WEST CONVEYANCE IMPROVEMENTS
12. RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH 4C'S TRUCKING AND EXCAVATION, INC., PROJECT CONTINGENCY AND CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE K-SECTION DRAINAGE IMPROVEMENTS
13. RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., PROJECT CONTINGENCY, AND CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE PINE GROVE WATERWAY DREDGING PROJECT

I. CONSENT

14. RESOLUTION 2025-XX APPROVING THE PURCHASE OF MITIGATION CREDITS FOR THE MAINTENANCE OPERATION CENTER PROJECT
15. RESOLUTION 2025-XX APPROVING A WORK ORDER GEOSYNTEC CONSULTANTS FOR THE EVALUATION OF B1, B2, AND B3 CONTROL STRUCTURES
16. RESOLUTION 2025-XX APPROVING A WORK ORDER GEOSYNTEC CONSULTANTS FOR THE EVALUATION OF CITATION BOULEVARD DRAINAGE
17. RESOLUTION 2025-XX APPROVING PURCHASE OF ONE (1) JOHN DEERE GATOR

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

18. AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION – APRIL AS AUTISM AWARENESS MONTH	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The City of Palm Coast would like to proclaim April as Autism Awareness Month.	
Recommended Action: PROCLAIM APRIL 2025 AS AUTISM AWARENESS MONTH	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - SEXUAL ASSAULT AWARENESS MONTH	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The City of Palm Coast would like to proclaim April as Sexual Assault Awareness Month.	
Recommended Action: PROCLAIM APRIL 2025 AS SEXUAL ASSAULT AWARENESS MONTH	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - APRIL 6-12, 2025, AS CRIME VICTIMS' RIGHTS WEEK	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The Flagler County Sheriff's Office has requested that the City of Palm Coast proclaim April 6-12, 2025, as Crime Victims' Rights Week.	
Recommended Action: PROCLAIM APRIL 6-12, 2025, AS CRIME VICTIMS' RIGHTS WEEK	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - APRIL 13-19, 2025, AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The Flagler County Sheriff's Office has requested that the City of Palm Coast proclaim April 13-19, 2025, as National Public Safety Telecommunicators Week.	
Recommended Action: PROCLAIM APRIL 13-19, 2025, AS NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - ARBOR DAY IN PALM COAST	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The City of Palm Coast would like to proclaim May 3, 2025, as Arbor Day in Palm Coast.	
Recommended Action: PROCLAIM MAY 3, 2025, AS ARBOR DAY IN PALM COAST	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: MINUTES OF THE CITY COUNCIL: MARCH 18, 2025, BUSINESS MEETING	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Minutes (1)	
Background:	
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: MARCH 18, 2025, BUSINESS MEETING	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: PRESENTATION - ANNUAL HEALTH AND SAFETY EMPLOYEE CALENDAR		
Presenter: Carol Mini, Urban Forester		
Attachments: 1. Presentation		
Background: The City of Palm Coast Wellness, Health, and Morale (WHAM) Team is proud to present the Annual Health and Safety Employee Calendar. Relatives of City Employees, 18 years and younger, were invited to participate by submitting a drawing or painting about health, safety, and workplace safety that may affect them personally or their family members. The calendars are fun, generate excitement, and bring out the competitive spirit in our kids and employees. We will honor the winners with their own copy of the Health and Safety Calendar along with a craft related gift for all winners and an honorable mention for each age category. The winners will be announced at the City Council's business meeting.		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX APPROVING SOMERSET PHASE 2 FINAL PLAT – APPLICATION 6007		
Presenter: Estelle Lens, AICP, Planner and Dennis R. Leap, PE, Site Development Manager		
Attachments: 1. Presentation 2. Resolution 3. Final Plat		
Background : This is a quasi-judicial item, please disclose any ex-parte communications. The application, submitted by KB Home Jacksonville, LLC, proposes to plat and subdivide approximately 45.22 acres of land into 147 single family residential lots. The project is located on the west side of US 1, approximately 2.19 miles north of Palm Coast Parkway. The Future Land Use Map designation is DRI Mixed Use & Conservation. The Official Zoning map designation is MPD (Palm Coast Park). The Final Plat is the last step in the process of platting land which establishes legally recognized lots for sale and development. The City of Palm Coast has a three-step process which ensures compliance with zoning regulations and facilitates orderly community growth by defining property boundaries, easements, roads, stormwater facilities, and other essential features. Subdivision Process in Palm Coast: 1. <u>Subdivision Master Plan</u> (Requires Planning and Land Development Board (PLDRB) approval for projects creating 100 or more lots.) - Ensures the proposed project will meet the City Land Development Code (LDC) requirements and any applicable development agreement(s). - PLDRB approved the Subdivision Master Plan March 16, 2022 2. <u>Preliminary Plat</u> (Requires administrative approval) - Submitted with Construction Plans - This approval allows the developer to obtain a site development permit and commence construction of the infrastructure, including roadways, stormwater systems/drainage retention ponds, installation of water and sewer lines, lift station construction, etc. - The Preliminary Plat was approved January 5, 2023 - Construction for this project began in February 2023 with the site		

development permit for Phase 1

- **Site Development Permit for this phase was issued August 20, 2024**
- 3. Final Plat (Requires City Council approval)
 - Reviewed by staff, the City Attorney and 2nd Party Surveyor to ensure the Final Plat meets LDC regulations and State Statute requirements for recording.
 - **Current/Final stage for Council consideration of this subdivision plat.**

History of Subject Property:

The Subject Property is Tract 15 of the Palm Coast Park Master Planned Development (MPD) which is within the Palm Coast Park Development of Regional Impact (DRI)

- 2004: Original Approval of the DRI and Future Land Use
- 2005: Zoning Approved
- October 2011: Original Approval of the MPD
- May 2023: Council approved the 9th Amendment to the DRI
- May 2023: Council approved the 5th Amendment to the MPD
- These agreements established the entitlements for the Development within the DRI and MPD boundaries.

Subject Property/Development:

- The Subject Property (Tract 15) entitles the owner to develop 6 units per acre.
- The property is being developed at a density of 3.27 units per acre.
- Infrastructure:
 - Infrastructure improvements including roadways, stormwater management systems, wastewater and potable water lines, lift station(s), etc. are to be constructed and installed at the sole cost of the developer.
 - Approximately 80 percent of the infrastructure for this project has been completed.
 - The applicant has provided an estimate to complete the remaining construction which has been found acceptable.
 - Prior to plat execution the applicant will provide a bond in the amount of \$1,234,558.03 which is 120% of the cost to construct the remaining infrastructure.
 - The roadways and stormwater management facilities are to remain privately owned and maintained by the Community Development District (CDD).

The project meets the technical requirements of the City Code and Florida Statutes, Chapter 177 FS.

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING THE FINAL PLAT AND AUTHORIZING THE MAYOR TO EXECUTE THE PLAT FOR APPLICATION 6007

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX APPROVING LAKEVIEW ESTATES TRACT 1 FINAL PLAT - APPLICATION 5812		
Presenter: Estelle Lens, AICP, Planner and Dennis R. Leap, PE, Site Development Manager		
Attachments: 1. Presentation 2. Resolution 3. Final Plat		
Background: This is a quasi-judicial item, please disclose any ex-parte communications. The application, submitted by Forestar (USA) Real Estate Group Inc. proposes to plat and subdivide approximately 94.9 acres of land into 200 single family residential lots. The project is located on Lakeview Boulevard, approximately one mile north of Matanzas Woods Parkway. The Future Land Use Map designation is Greenbelt. The Official Zoning map designation is Master Planned Development (MPD). The Final Plat is the last step in the process of platting land which establishes legally recognized lots for sale and development. The City of Palm Coast has a three-step process which ensures compliance with zoning regulations and facilitates orderly community growth by defining property boundaries, easements, roads, stormwater facilities, and other essential features. Subdivision Process in Palm Coast: 1. <u>Subdivision Master Plan</u> (Requires Planning and Land Development Board (PLDRB) approval for projects creating 100 or more lots.) - Ensures the proposed project will meet the City Land Development Code (LDC) requirements and any applicable development agreement(s). - PLDRB approved the Subdivision Master Plan December 15, 2021 2. <u>Preliminary Plat</u> (Requires administrative approval) - Submitted with Construction Plans - This approval allows the developer to obtain a site development permit and commence construction of the infrastructure, including roadways, stormwater systems/drainage retention ponds, installation of water and sewer lines, lift station construction, etc. - The Preliminary Plat was approved December 29, 2022 - Site Development Permit was issued February 6, 2024		

3. Final Plat (Requires City Council approval)
 - Reviewed by staff, the City Attorney and 2nd Party Surveyor to ensure the Final Plat meets LDC regulations and State Statute requirements for recording.
 - **Current/Final stage for Council consideration of this subdivision plat.**

Site History:

1985: Matanzas Woods Golf Course opened by ITT.

1999/2000: The initial City Zoning Map reflected a Flagler County zoning designation of Urban Single-Family Residential (R-1B), allowing three units per acre.

2004: The City's Comprehensive Plan designated the property as Greenbelt on the FLUM, reducing density to one unit per acre.

2007: Golf course permanently closed.

April 2019: Matanzas GC Palm Coast, LLC purchased the property and applied for MPD Rezoning.

January 19, 2021: City Council approved Ordinance 2021-01 which established the Lakeview Estates Master Planned Development. (PLDRB approved the ordinance and agreement on January 5, 2021.)

- Tract 1 (94.9 acres) is designated for single-family residential development, including View Protection Zones (VPZs), wetland preservation, stormwater ponds, and community amenities. It follows SFR-1 zoning standards as per the LDC.
- **Environmental Safety:**
 - The MPD Agreement requires Tract 1 to be free of environmental hazards.
 - **November 7, 2024:** Florida Department of Environmental Protection (FDEP) confirmed compliance with environmental remediation standards (Rule 62-780, F.A.C.).

Subject Property Development:

- Infrastructure:
 - Infrastructure improvements including roadways, stormwater management systems, wastewater and potable water lines, lift station(s), etc. are to be constructed and installed at the sole cost of the developer.
 - Approximately 75 percent of the infrastructure for this project has been completed.
 - The applicant has provided an estimate to complete the remaining construction which has been found acceptable.
 - Prior to plat execution the applicant will provide a bond in the amount of \$2,029,958.10 which is 120% of the cost to construct the remaining infrastructure.
 - The roadways and stormwater management facilities are to remain privately owned and maintained by the Homeowners Association (HOA).

The project meets the technical requirements of the City Code and Florida Statutes, Chapter 177 FS.

Recommended Action:

**ADOPT RESOLUTION 2025-XX APPROVING THE FINAL PLAT AND AUTHORIZING THE
MAYOR TO EXECUTE THE PLAT FOR APPLICATION 5812**

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX APPROVING GRAND LANDINGS PHASE 5A FINAL PLAT – APPLICATION 5954		
Presenter: Estelle Lens, AICP, Planner and Dennis R. Leap, PE, Site Development Manager		
Attachments: 1. Presentation 2. Resolution 3. Final Plat		
Background: This is a quasi-judicial item, please disclose any ex parte communication. The application, submitted by JTL Grand Landings Development, LLC, proposes to plat and subdivide approximately 59.09 acres of land into 142 single family residential lots. The project is located on the south side of Citation Boulevard, approximately 2,250 ft east of Belle Terre Boulevard. The Future Land Use Map designation is Residential. The Official Zoning map designation is Master Planned Development (MPD). The Final Plat is the last step in the process of platting land which establishes legally recognized lots for sale and development. The City of Palm Coast has a three-step process which ensures compliance with zoning regulations and facilitates orderly community growth by defining property boundaries, easements, roads, stormwater facilities, and other essential features. Subdivision Process in Palm Coast: 1. <u>Subdivision Master Plan</u> - This step reviews the conceptual plan to ensure the proposed project will meet the City Land Development Code (LDC) regulations and/or any development agreements and requires Planning and Land Development Board (PLDRB) approval for projects creating 100 or more lots. - For a MPD, the project may skip this step and move directly to the Preliminary Plat if the conceptual plan provided with the MPD rezoning contains a level of detail satisfactory to permit the subject property to proceed directly to Preliminary Plat. - Section 4 (a) of the Second Amended and Restated Master Plan Agreement for Grand Landings provides that this project may proceed directly to the Preliminary Plat.		

2. Preliminary Plat (Requires administrative approval)
 - Submitted with Construction Plans.
 - This approval allows the developer to obtain a site development permit and commence construction of the infrastructure, including roadways, stormwater systems/drainage retention ponds, installation of water and sewer lines, lift station construction, etc.
 - **The Preliminary Plat was approved September 2022.**
 - **The Site Development Permit was issued September 2023.**
3. Final Plat (Requires City Council approval)
 - Reviewed by staff, the City Attorney and 2nd Party Surveyor to ensure the Final Plat meets LDC regulations and State Statute requirements for recording.
 - **Current/Final stage for Council consideration of the subdivision plat.**

History of Subject Property:

- **May 2007:** Property was annexed into the City as part of the 774 +/- acres know as Grand Landings.
- **March 2014:** FLUM was adopted changing from County Residential Low Density / Rural Estate and Commercial Low Intensity to City Residential and Mixed Use.
- **May 2014:** Zoning was adopted changing from County Planned Unit Development to City Master Planned Development (MPD).
 - The city MPD agreement permitted development of 749 dwelling units and 150,000 SF of Neighborhood Commercial Uses (consistent with County approval).
- **August 2019:** The MPD was amended.
 - The maximum number of units was increased from 749 to 890. Grand Landings Phases 1-4 have been approved for 471 units. This Plat (5A) proposes 142 lots which totals 613 for the Grand Landings MPD. Therefore, 277residential units remain to be platted within the remaining phases of Grand Landings.

Subject Property Development:

- Infrastructure:
 - Infrastructure improvements including roadways, stormwater management systems, wastewater and potable water lines, lift station(s), etc. are to be constructed and installed at the sole cost of the developer.
 - Approximately 80 percent of the infrastructure for this project has been completed.
 - The applicant has provided an estimate to complete the remaining construction which has been found acceptable.
 - Prior to plat execution the applicant will provide a bond in the amount of \$491,099 which is 120% of the cost to construct the remaining infrastructure.
 - The roadways and stormwater management facilities are to remain privately owned and maintained by the Homeowners Association (HOA).

The project meets the technical requirements of the City Code and Florida Statutes, Chapter 177 FS.

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING THE FINAL PLAT AND AUTHORIZING THE MAYOR TO EXECUTE THE PLAT FOR APPLICATION 5954

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$ 4,335,671.22
Division	ENGINEERING	Account #	STORMWATER FUND 54205509-063000- 99025
Subject: RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., PROJECT CONTINGENCY AND A WORK ORDER FOR CONSTRUCTION INSPECTION SERVICES FOR THE COLBERT WEST CONVEYANCE IMPROVEMENTS			
Presenter: Carmelo Morales, Stormwater Engineer III			
Attachments: 1. Presentation 2. Resolution 3. WO Proposal 4. Draft Contract 5. Notice of Intent to Award 6. Project Overview			
Background: Council Priority: D. Sustainable Environment and Infrastructure Staff has identified a need to increase the stormwater conveyance at a specific culvert crossing under Colbert Lane by removing the four (4) existing 72" reinforced concrete pipes and replace with four (4) 7' x 12' concrete box culverts. This project will help to increase flood protection, lower peak stages, and Improve conveyance & recovery of drainage system immediately adjacent to Woodlands and Wild Oaks neighborhoods. Staff advertised Bid #ITB-SWE-25-22 for the Colbert West Conveyance Improvements. Staff received one (1) bid that was responsive and responsible. The project bid overview and notice of intent to award are attached. Staff recommends awarding the contract to the S.E. Cline Construction Inc., in the amount of \$3,673,051.11. Staff is also requesting a 10% project contingency in the amount of \$367,305.11 for unforeseen project circumstances. Under the existing contract RFSQ-SWE-24-12, staff negotiated a scope and fee not-to-exceed \$295,315.00 with CPH, Inc., for construction engineering inspections services. City staff has determined that the cost for the services is reasonable and fair and is consistent with these types of services for a project of this size and scope.			

This item is to approve a total project cost of \$4,335,671.22 to include the construction contract with S.E. Cline Construction, Inc., construction engineering administrative services with CPH, Inc., and a 10% project contingency.

Funds for this project are budgeted out of the Stormwater Engineering Fund for FY 2025.

Source of Funds Worksheet FY 2025

Stormwater Engineering 54205509-063000-99025	\$5,000,000.00
Total Expended/Encumbered to Date	\$130,680.60
Penidng Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$4,335,671.22</u>
Balance	\$533,648.18

ADOPT RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., PROJECT CONTINGENCY, AND A WORK ORDER FOR CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE COLBERT WEST CONVEYANCE IMPROVEMENTS

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$ 2,808,962.72
Division	ENGINEERING	Account #	STORMWATER FUND 54205509-063000- 99028
Subject: RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH 4C'S TRUCKING AND EXCAVATION, INC., PROJECT CONTINGENCY AND CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE K-SECTION DRAINAGE IMPROVEMENTS			
Presenter: Carmelo Morales, Stormwater Engineer III			
Attachments: 1. Resolution 2. Draft Contract 3. Notice of Intent to Award 4. Project Overview			
Background: Council Priority: D. Sustainable Environment and Infrastructure Staff has identified a need to increase stormwater conveyance at four (4) sites in the Quail Hollow neighborhood (K-Section). This drainage project will consist of removing the existing elliptical corrugated metal pipes and replace them with concrete box Culverts. This will increase flood protection, lower peak stages, an improve conveyance & recovery of the drainage system serving the majority of the K-Section. Staff advertised Bid #ITB-SWE-25-18 for the K-Section Drainage Improvements. Staff received three (3) 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 lowest bidder 4C's Trucking and Excavation, Inc., in the amount of \$2,408,962.72. Staff is also requesting approval in a not-to-exceed amount of \$400,000 to negotiate a scope and fee under current master services provider for construction engineering administration services and a project contingency for unforeseen project circumstances. This item is to approve a total project cost of \$2,808,962.72 to include the construction contract with 4C's Trucking and Excavation, Inc., construction engineering administrative services and a project contingency. Funds for this project are budgeted out of the Stormwater Engineering Fund for FY 2025.			

Source of Funds Worksheet FY 2025

Stormwater Engineering 54205509-063000-99028	\$5,980,000.00
Total Expended/Encumbered to Date	\$13,622.53
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$2,808,962.72</u>
Balance	<u>\$3,157,414.75</u>

**ADOPT RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT
WITH 4C'S TRUCKING AND EXCAVATION, INC., PROJECT CONTINGENCY AND
CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE K-SECTION DRAINAGE
IMPROVEMENTS**

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$1,711,293.01
Division	ENGINEERING	Account #	STORMWATER FUND 54205509-063000- 55010
Subject:	RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH S.E. CLINE CONSTRUCTION, INC., PROJECT CONTINGENCY, AND CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE PINE GROVE WATERWAY DREDGING PROJECT		
Presenter:	Carmelo Morales, Stormwater Engineer III		
Attachments:	1. Resolution 2. WO Proposal 3. Draft Contract 4. Notice of Intent to Award 5. Project Overview		
Background:	Council Priority: D. Sustainable Environment and Infrastructure Staff has identified the need to improve the Pine Grove Canal water quality. This project will consist of the dredging of sedimentation from the upper +/- 0.7 miles of the Pine Grove Canal. The objective is to reduce maintenance, spraying frequency and reestablish eroding portions of the canal banks. Staff advertised Bid #ITB-SWE-25-05 for the Pine Grove Waterway Dredging 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 lowest bidder S.E. Cline, in the amount of \$1,456,370.92. Staff is also requesting a 10% project contingency in the amount of \$145,637.09 for unforeseen project circumstances. Under the existing contract RFSQ-SWE-24-12, staff negotiated a scope and fee not-to-exceed \$109,285.00 with CPH, Inc., for post design and construction engineering administration services. City staff has determined that the cost for the services is reasonable and fair and is consistent with these types of services for a project of this size and scope. This item is to approve a total project cost of \$1,711,293.01 to include the construction contract with S.E. Cline Construction, Inc., construction engineering administrative services with CPH, Inc., and a 10% project contingency.		

Funds for this project are budgeted out of the Stormwater Engineering Fund for FY 2025.

Source of Funds Worksheet FY 2025

Stormwater Engineering 54205509-063000-55010	\$1,720,000.00
Total Expended/Encumbered to Date	\$7,676.79
Penidng Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$1,711,293.01</u>
Balance	\$1,030.20

**ADOPT RESOLUTION 2025-XX APPROVING A CONSTRUCTION CONTRACT WITH
S.E. CLINE CONSTRUCTION, INC., PROJECT CONTINGENCY, AND
CONSTRUCTION ADMINISTRATIVE SERVICES FOR THE PINE GROVE
WATERWAY DREDGING PROJECT**

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$227,850.00
Division	ENGINEERING	Account #	Capital Projects Fund 43000099-063000- 59005
Subject:	RESOLUTION 2025-XX APPROVING THE PURCHASE OF ADDITIONAL WETLAND MITIGATION CREDITS FOR THE MAINTENANCE OPERATION CENTER PROJECT		
Presenter:	Eric Gebo, Architect III		
Attachments:	1. Resolution 2. Draft Fish Tail Peavy Grade Agreement 3. Draft Fish Tail MOC Phase I Agreement		
Background: Council Priority: D. Service Delivery and Efficiency 1.) Ensure that the Public Works Facility is top priority facility project and commence with initial improvements based on Capital Improvement Plan timeline	It was determined that impacts to wetlands were identified that requires wetland mitigation per the permit with St. John's River Water Management District and FDEP/USACE. On May 21, 2024, Council approved the purchase of mitigation credits in the amount of \$1,237,500.00 for the Maintenance Operation Center Upon finalizing the permit, it was determined that additional Wetland Mitigation Credits were necessary as part of St. Johns River Water Management District permitting requirements related to the Maintenance Operations Center Project and Peavy Grade improvements. The city will need to purchase an estimated amount of .47 credits for the MOC Phase I and 1.00 credits for Peavy Grade at \$155,000.00 per credit, for a total amount of \$227,850. This item is to request approval for the purchase of additional Wetland Mitigation Credits in the total amount \$227,850. Funds to purchase the additional credits will be decreased form the project's contingency approved by council on 10/15/2024. Resolution 2024-178 and budgeted under the Capital Improvement Fund.		

Recommended Action:

**ADOPT RESOLUTION 2025-XX APPROVING THE PURCHASE OF ADDITIONAL
WETLAND MITIGATION CREDITS FOR THE MAINTENANCE OPERATION CENTER
PROJECT**

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$105,291.40
Division	ENGINEERING	Account #	STORMWATER FUND 54205509-063000-55001
Subject: RESOLUTION 2025-XX APPROVING A WORK ORDER GEOSYNTEC CONSULTANTS FOR THE EVALUATION OF B1, B2, AND B3 CONTROL STRUCTURES			
Presenter: Carmelo Morales, Stormwater Engineer III			
Attachments: 1. Resolution 2. Proposal			
Background: Council Priority: B. Safe and Reliable Services			
City staff would like to investigate options to reduce peak stages in the Belleaire Waterway south of Palm Coast Parkway (i.e., Lehigh Basin Canal) by improving conveyance across the B1, B2, and B3 control structures. The City’s existing stormwater model, the Palm Coast Master Model was updated in 2022 and will be reviewed and revised as needed to reflect current conditions in the study area. The revised model will be utilized to examine alternatives to reduce peak stages without causing significant downstream impacts. Under the existing contract RFSQ-SWE-24-12, staff negotiated a scope and fee not-to-exceed \$105,291.40 with Geosyntec Consultants, Inc. City staff has determined that the cost for the services is reasonable and fair and is consistent with these types of services for a project of this size and scope. Funds for this project are budgeted for out of the FY 2025 Stormwater Engineering Fund.			
Source of Funds Worksheet FY 2025			
Stormwater 54205509-063000-55001		\$150,000.00	
Total Expended/Encumbered to Date		\$0.00	
Pending Work Orders/Contracts		\$0.00	
Current (WO/Contract)		\$105,291.40	
Balance		\$44,708.60	

Recommended Action:

**ADOPT RESOLUTION 2025-XX APPROVING A WORK ORDER GEOSYNTEC
CONSULTANTS FOR THE EVALUATION OF B1, B2, AND B3 CONTROL STRUCTURES**

City of Palm Coast, Florida Agenda Item

Agenda Date: April 1, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$166,845.90
Division	ENGINEERING	Account #	STORMWATER FUND 54205509-063000- 54611
Subject:	RESOLUTION 2025-XX APPROVING A WORK ORDER GEOSYNTEC CONSULTANTS FOR THE EVALUATION OF CITATION BOULEVARD DRAINAGE		
Presenter:	Carmelo Morales, Stormwater Engineer III		
Attachments:	1. Resolution 2. Proposal		
Background: Council Priority: B. Safe and Reliable Services	City staff would like to investigate options to reduce peak stages along Citation Parkway near the intersection of Grand Landings Parkway in the Iroquois Basin. Recent development on Grand Landings Parkway has increased stormwater runoff and redirected flows west to the ditch on the north side of Citation Boulevard which discharges into Black Branch swamp and ultimately the Lower St. Johns River. The City's existing stormwater model, the Palm Coast Master Model, was updated in 2022 and will be reviewed and revised as needed to reflect current conditions in the study area. The revised model will be utilized to examine alternatives to reduce peak stages without causing significant downstream impacts. The study area includes contributing areas to the ditch downstream of the intersection of Citation Boulevard and Grand Landings Parkway as well as receiving areas downstream. Under the existing contract RFSQ-SWE-24-12, staff negotiated a scope and fee not-to-exceed \$166,845.90 with Geosyntec Consultants, Inc. City staff has determined that the cost for the services is reasonable and fair and is consistent with these types of services for a project of this size and scope. Funds for this project are budgeted for out of the FY 2025 Stormwater Engineering Fund.		

Source of Funds Worksheet FY 2025	
Stormwater 54205509-063000-54611	\$175,000.00
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$166,845.90</u>
Balance	\$8,154.10
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING A WORK ORDER GEOSYNTEC CONSULTANTS FOR THE EVALUATION OF CITATION BOULEVARD DRAINAGE	

City of Palm Coast, Florida

Agenda Item

Agenda Date: April 1, 2025

Department	WATER AND WASTEWATER UTILITY	Amount	\$14,496.76												
Division		Account #	54019084 064000												
Subject: RESOLUTION 2025-XX APPROVING PURCHASE OF ONE (1) JOHN DEERE GATOR															
Presenter: Danny Ashburn, Wastewater Utility Systems Manager															
Attachments: 1. Resolution 2. Quote 3. Piggyback Contract (available for review in the Clerk’s office)															
Background: Council Priority: B. Safe and Reliable Services Wastewater Treatment Plant #2 seeking approval to purchase (1) John Deere Gator HPX615E Model Year 2025. This vehicle will be used inside Wastewater Treatment Plant #2 to transport staff, tools, parts, and supplies to assist in operations and perform maintenance on process equipment. Wastewater Treatment Plant #2 expansion project will be completed in April 2025 and will require more resources to operate the plant efficiently. Sufficient funds have been allocated for this purchase in the Wastewater Treatment Plant #2 FY25 budget. The City of Palm Coast Utility Department will utilize the Sourcewell State of Minnesota Piggyback contract RFP #112624 Grounds Maintenance Equipment & Related Attachment. the terms, conditions, scope, and pricing. The piggyback is available for review in the City Clerk’s Office. <table><tr><td colspan="2">Source of Funds Worksheet FY 2025</td></tr><tr><td>MACHINERY & EQUIPMENT OVER \$5K 54019084-064000</td><td>\$16,000.00</td></tr><tr><td>Total Expended/Encumbered to Date</td><td>\$0.00</td></tr><tr><td>Pending Work Order/Contracts</td><td>\$0.00</td></tr><tr><td>Current WO/Contract</td><td>\$14,496.76</td></tr><tr><td>Balance</td><td>\$1,503.24</td></tr></table>				Source of Funds Worksheet FY 2025		MACHINERY & EQUIPMENT OVER \$5K 54019084-064000	\$16,000.00	Total Expended/Encumbered to Date	\$0.00	Pending Work Order/Contracts	\$0.00	Current WO/Contract	\$14,496.76	Balance	\$1,503.24
Source of Funds Worksheet FY 2025															
MACHINERY & EQUIPMENT OVER \$5K 54019084-064000	\$16,000.00														
Total Expended/Encumbered to Date	\$0.00														
Pending Work Order/Contracts	\$0.00														
Current WO/Contract	\$14,496.76														
Balance	\$1,503.24														
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING PURCHASE OF ONE (1) JOHN DEERE GATOR															