



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
Council Member David Sullivan

Tuesday, May 20, 2025

9:00 AM

City Hall - Jon Netts 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. PROCLAMATIONS

1. PROCLAMATION - MAY 18-24, 2025, AS NATIONAL PUBLIC WORKS WEEK

2. PROCLAMATION - MAY 31, 2025, AS MAKE PALM COAST HEALTHY DAY

3. PROCLAMATION - MAY 2025 AS ALS AWARENESS MONTH

F. MINUTES

**4. MINUTES OF THE CITY COUNCIL:
MAY 6, 2025, BUSINESS MEETING
MAY 13, 2025, WORKSHOP MEETING**

G. BOARD APPOINTMENTS

5. APPOINT FOUR (4) MEMBERS TO THE AFFORDABLE HOUSING ADVISORY COMMITTEE

H. APPEAL

6. APPEAL - HILL POINTE WAY SELF STORAGE, APPEAL OF PLANNING AND

LAND DEVELOPMENT REGULATION BOARD DECISION, APPLICATION 6236

I. ORDINANCES FIRST READ

- 7. ORDINANCE 2025-XX AMENDMENTS TO THE CODE OF ORDINANCES OF THE CITY OF PALM COAST, CHAPTER 42, STREETS, ROADS, BRIDGES, AND OTHER PUBLIC PLACES**
- 8. ORDINANCE 2025-XX 49 & 51 PINE CREST LANE REZONING**

J. RESOLUTIONS

- 9. RESOLUTION 2025-XX AMENDING CAPACITY RESERVATION POLICY FOR PAYMENT FOR UTILITY CONTRIBUTION-IN-AID-OF-CONSTRUCTION FEES**
- 10. RESOLUTION 2025-XX APPROVING AN INTERLOCAL AGREEMENT BETWEEN FLAGLER COUNTY AND THE CITY OF PALM COAST REGARDING THE METHOD OF DISTRIBUTION OF THE LOCAL OPTION FUEL TAX BETWEEN THE COUNTY AND MUNICIPALITIES WITHIN THE COUNTY**

K. CONSENT

- 11. RESOLUTION 2025-XX APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE PALM COAST PROFESSIONAL FIREFIGHTERS IAFF LOCAL 4807**
- 12. RESOLUTION 2025-XX PIGGYBACKING NORTH AMERICA FIRE EQUIPMENT CO. INC., CONTRACT WITH LAKE COUNTY, FL, FOR FIRE EQUIPMENT, SUPPLIES, AND SERVICES**
- 13. RESOLUTION 2025-XX PIGGYBACKING THE CITY OF PALATKA CONTRACT WITH JBPRO GROUP, INC., FOR PROFESSIONAL PLANNING AND INSPECTION SERVICES**

L. PUBLIC PARTICIPATION

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

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

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

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

- 14. REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR APRIL 2025**

P. ADJOURNMENT

15. AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject:	PROCLAMATION - THE WEEK OF MAY 18 - 24, 2025, 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 "People, Purpose & Presence." People, Purpose, Presence highlights three cornerstone ideals that motivate public works professionals to serve in their communities every day. Meeting the needs of people is what gives public works its sense of purpose. Many times, public works professionals will never meet those whose lives have been impacted because when things are going right, no one knows that public works is there. Yet, with or without fanfare, public works is ever present, working in the background to advance quality of life for all.	
Recommended Action:	PROCLAIM THE WEEK OF MAY 18 - 24, 2025, AS NATIONAL PUBLIC WORKS WEEK	

City of Palm Coast, Florida
Agenda Item

Agenda Date: May 20, 2025

Department CITY ADMINISTRATION	Amount
Division	Account #
Subject: PROCLAMATION - MAY 31, 2025, AS MAKE PALM COAST HEALTHY DAY	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The City of Palm Coast would like to proclaim May 31, 2025, as Make Palm Coast Healthy Day.	
Recommended Action: PROCLAIM MAY 31, 2025, AS MAKE PALM COAST HEALTHY DAY	

City of Palm Coast, Florida
Agenda Item

Agenda Date: May 20, 2025

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

City of Palm Coast, Florida Agenda Item

Agenda Date: May 20, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: MINUTES OF THE CITY COUNCIL: MAY 6, 2025, BUSINESS MEETING MAY 13, 2025, WORKSHOP MEETING	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Minutes (2)	
Background:	
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: MAY 6, 2025, BUSINESS MEETING MAY 13, 2025, WORKSHOP MEETING	

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: APPOINT FOUR (4) MEMBERS TO THE AFFORDABLE HOUSING ADVISORY COMMITTEE		
Presenter: Jacqueline Gonzalez, Site Development Coordinator		
Attachments: 1. Applications (5)		
Background: The Flagler County Affordable Housing Advisory Committee has an opening on the board. In 2009, the City and County entered an Interlocal Agreement regarding The Affordable Housing Advisory Committee. The Agreement states “as vacancies occur, the City and County shall share in the appointment of members to fill those seats.” It is the City of Palm Coast’s opportunity to appoint four members to this Committee. Section 420.9076, Fla. Stat., provides the AHAC guidelines, including the qualifications of the membership. One representative from at least six of the categories below must be met to be appointed: (a) A citizen who is actively engaged in the residential home building industry in connection with affordable housing. (b) A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing. (c) A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing. (d) A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing. (e) A citizen who is actively engaged as a for-profit provider of affordable housing. (f) A citizen who is actively engaged as a not-for-profit provider of affordable housing. (g) A citizen who is actively engaged as a real estate professional in connection with affordable housing. (h) A citizen who actively serves on the local planning agency pursuant to s. 163.3174 . If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process. (i) A citizen who resides within the jurisdiction of the local governing body making the appointments. (j) A citizen who represents employers within the jurisdiction. (k) A citizen who represents essential services personnel, as defined in the local housing assistance plan.		

For the four vacant seats, there are currently only 6 categories represented, with the following categories not filled:

- A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- A citizen who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.
- A citizen who resides within the jurisdiction of the local governing body making the appointments.
- A citizen who represents employers within the jurisdiction.

Per statute, the committee does not require all categories filled and may have more than one member fill a category.

Five applications were received for the four vacant positions from the following:

1. Carla Amaral
2. Adolphus Evans
3. Kelsie Lombard
4. Mindy Melendez
5. Raymond Royer

This committee meets the 4th Tuesday every month at the Emergency Operations Center, Training Room B, 1769 E Moody Blvd Bldg. 3, Bunnell, FL 32110 at 3 p.m.

Recommended Action:
APPOINT FOUR (4) MEMBERS TO THE FLAGLER COUNTY AFFORDABLE HOUSING ADVISORY COMMITTEE.

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: APPEAL - HILL POINTE WAY SELF STORAGE, APPEAL OF PLANNING AND LAND DEVELOPMENT REGULATION BOARD DECISION, APPLICATION 6236		
Presenter: Michael Hanson, AICP Planner		
Attachments: 1. Presentation 2. Staff Report 3. Planning And Land Development Regulation Board Minutes 3.19.25 4. Hill Pointe Way Distant Aerial 5. Hill Pointe Way Close Aerial 6. Hill Pointe Way Future Land Use Map 7. Hill Pointe Way Zoning Map 8. Letter From Applicant 9. Analysis Of Special Exception By Applicant 10. Neighborhood Meeting Documentation 11. Public Notice By Applicant 12. Public Participation Submitted By Applicant		
Background: This is a quasi-judicial item, please disclose any ex parte communication. The applicant has submitted a request to appeal a decision of the Planning and Land Development Regulation Board (PLDRB) denying a Special Exception application for a ±99,585-square-foot (SF), two story building, which will provide ±850 self-storage units, as well as ±26 outdoor RV & boat storage spaces. The project is proposed on a vacant ±6.83-acre site located on the West side of Pine Lakes Pkwy. Approx ±0.5 miles south of Belle Terre Pkwy. This item was heard via public hearing by the PLDRB at its regularly scheduled meeting on March 19, 2025. Staff had originally recommended the approval of the special exception, subject to nine staff recommended conditions. The PLDRB voted 4 – 2 to deny the special exception noting that the project did not meet all the required criteria of the Unified Land Development Code (LDC), specifically Section 2.05.05(A): <i>“The proposed development must not be in conflict with or contrary to the public interest.”</i> The site is zoned General Commercial (COM-2). The COM-2 zoning district requires a special exception to develop the property for Mini-warehouses, office warehouses and self-storage uses. The applicant chose to host a neighborhood meeting that was noticed to properties within 500 feet of the subject property although it isn’t required for special exceptions. Additionally, they met their public notice requirements sending certified mail a minimum of 14 days prior to the public hearing on March 19, 2025, and for the appeal to the Council. The applicant forwarded two emails they received as public comment opposing the project.		

This appeal if reversed, will be subject to the applicant submitted a Technical Site Plan - Tier 2 (TSP) application prior to the property's development.

Recommended Action:

PLANNING STAFF RECOMMENDS THAT THE CITY COUNCIL AFTER DELIBERATION, MAKE A MOTION TO EITHER AFFIRM OR REVERSE THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD'S ACTION. PURSUANT TO SEC. 2.16.02(I):

AFFIRM THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD'S ACTION: "I MOVE THAT THE CITY COUNCIL FIND THAT THE FOLLOWING FACTS PRESENTED AND REVIEWED HERE ARE COMPETENT SUBSTANTIAL EVIDENCE TO AFFIRM THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD'S ACTION: THAT THE APPLICATION IS NOT CONSISTENT WITH THE COMPREHENSIVE PLAN, AND UNIFIED LAND DEVELOPMENT CODE, NOTING THAT THE APPLICATION IS NOT IN THE PUBLIC INTEREST PURSUANT TO SEC. 2.05.05(A) OF THE UNIFIED LAND DEVELOPMENT CODE"; OR

REVERSE THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD'S ACTION: "I MOVE THAT THE CITY COUNCIL FIND THAT THE FOLLOWING FACTS PRESENTED AND REVIEWED HERE ARE COMPETENT SUBSTANTIAL EVIDENCE TO REVERSE THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD'S ACTION: THAT THE APPLICATION IS CONSISTENT WITH THE COMPREHENSIVE PLAN, THE UNIFIED LAND DEVELOPMENT CODE, AND SUBJECT TO THE STAFF RECOMMENDED CONDITIONS".

CITY COUNCIL MAY ADD, REMOVE, OR MODIFY ANY OF THE STAFF RECOMMENDED CONDITIONS

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department PARKS & RECREATION Division	Amount Account #
Subject: ORDINANCE 2025-XX AMENDMENTS TO THE CODE OF ORDINANCES OF THE CITY OF PALM COAST, CHAPTER 42, STREETS, ROADS, BRIDGES, AND OTHER PUBLIC PLACES	
Presenter: James Hirst, Director of Parks & Recreation	
Attachments: 1. Presentation 2. Ordinance	
Background: Pillars of Priorities: Safe & Reliable Services: A safe community for all is the catalyst to ensure that residents and regional visitors enjoy quality amenities year-round. On June 24, 2022, Governor DeSantis signed HB105, also known as the “Florida Clean Air Act,” into law. This legislation authorizes municipalities to prohibit smoking, with the exception of unfiltered cigars, within the boundaries of any public parks. This bill was introduced to help protect the public from the health risks associated with secondhand tobacco smoke. Several neighboring municipalities, including the City of Flagler Beach and Flagler County, have already adopted this bill. City staff will be presenting an ordinance to amend Chapter 42 of the Code of Ordinances to prohibit smoking, excluding unfiltered cigars, in all City of Palm Coast public parks, trails, and facilities. This effort supports creating a welcoming environment for everyone who enjoys these spaces – whether exploring the trails, playing at the parks, or connecting with friends.	
Recommended Action: ADOPT ORDINANCE 2025-XX AMENDMENTS TO THE CODE OF ORDINANCES OF THE CITY OF PALM COAST, CHAPTER 42, STREETS, ROADS, BRIDGES, AND OTHER PUBLIC PLACES	

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: ORDINANCE 2025-XX 49 & 51 PINE CREST LANE REZONING		
Presenter: Michael Hanson, AICP, Planner		
Attachments: 1. Presentation 2. Ordinance 3. Staff Report 4. Distant Aerial Map 5. Close Aerial Map 6. Future Land Use Map 7. Current Zoning Map 8. Proposed Zoning Map 9. Application Package 10. Neighborhood Meeting Documentation 11. Affidavit, And Sign Posting 12. Business Impact Estimate		
Background: This is a quasi-judicial item, please disclose any ex parte communication. Michael Chiumento III, as agent for Flagler Habitat for Humanity Inc., is proposing to rezone two residential lots comprising ±0.46 acres of vacant land located on the east side of Pine Crest Lane from the Single-Family Residential (SFR-3) Zoning District to the Single-Family Residential (SFR-2) Zoning District in order for the owner to be able to develop one house on each of the lots. The subject properties were originally platted at 10,000-square-foot lots measuring 80 feet in width by 125 feet and conformed to the SFR-3 zoning district. A previous owner deeded off 64 feet of Lot 7 and eight feet of Lot 8. This deeding of property was done so without going through the City's non-statutory lot subdivision process and resulted in the creation the subject properties as they exist today and a parcel of 16 feet in width in between 47 Pine Crest Lane, which is developed with improvements from 47 Pine Crest Lane. This was due to a surveying error on the survey submitted for the 2017 construction of 47 Pine Crest Lane. That survey did not depict the existing house from 45 Pine Crest Lane that encroaches onto the property by approximately 8.25 feet. This action made both subject parcels nonconforming to the SFR-3 zoning district. The previous property owner appears to have attempted to 47 Pine Crest Lane whole, as they were also the surveyor of the property, but in doing so made the subject properties nonconforming to the SFR-3 zoning district. The previous owner than transferred ownership of the properties to the current owner. The subject properties are located adjacent to property on Pine Crest Ln. that is zoned SFR-		

2, which requires a minimum lot size of 7,500 square feet and width of 60 feet. Due to the adjacent SFR-2 property, the applicant is seeking the rezoning of the subject properties to SFR-2 to make his client's properties conforming to the Unified Land Development Code (LDC) so that the property owner may develop a single-family residence on each one.

Project Description: Flagler Habitat for Humanity, Inc. purchased the subject properties in November of 2021 and plans to develop each one with a single-family residence as part of its mission to improve residents of the community's lives by helping them become homeowners. Due to the nonconforming lot size ($\pm 9,000$ square feet) and width (72 feet) of each property the proposed project requires rezoning to SFR-2 in order for the subject properties to meet the minimum lot size (7,500 square feet) and width (60 feet) requirements to be considered conforming.

Public Participation: Section 2.05.02 of the LDC requires applicant to hold a neighborhood meeting. This meeting requires the applicant to notify neighboring property owners within 500 feet of the boundaries of the subject properties. The applicant hosted the neighborhood meeting on Wednesday, March 26, 2025, at 6:00 p.m. in the Buddy Taylor Middle School Cafeteria. Eight members of the public attended the neighborhood meeting. Additionally, the meeting was attended by three members of the Flagler Habitat for Humanity Inc. Board of Directors, the applicant, and city staff.

Residents were concerned with the neighborhood meeting assuming that the rezoning would allow the property owners to construct duplexes or multi-family residential development on the property, have issues meeting the required setbacks and being out of character with the neighborhood. The applicant assured the residents that the proposed rezoning would not give the property owner additional entitlements to develop the lots beyond one dwelling unit per lot and that the resulting single-family residences would be compatible with the existing neighborhood as there are already multiple properties on Pine Crest Ln. with the SFR-2 zoning district.

The applicant complied with Section 2.05.03 of the LDC, which requires the applicant to post signs on the subject properties notifying the general public of the public hearing for the proposed rezoning would be held by the Planning and Land Development Regulation Board on April 16, 2025, for first reading of the City Council on May 20, 2025, and second reading of the City Council on June 3, 2025.

Staff has not received further public participation regarding the project as of the time of drafting this staff report.

Planning and Land Development Regulation Board (PLDRB): The PLDRB reviewed this application at its regularly scheduled meeting at 5:30 p.m. on April 16, 2025, and by a 7 – 0 vote found it in compliance with the Comprehensive Plan and recommended approval to City Council with a comment that they request the applicant make every effort to have the proposed development of the properties meet the SFR-3 rear setbacks. No one from the public spoke regarding this petition.

Recommended Action:

THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD DETERMINED THE PROPOSED REZONING (APPLICATION NO. 6018) IS CONSISTENT WITH THE COMPREHENSIVE PLAN AND RECOMMEND APPROVAL TO CITY COUNCIL TO

REZONE ±0.46 ACRES FROM THE SFR-3 ZONING DISTRICT TO THE SFR-2 ZONING DISTRICT

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department	WATER AND WASTEWATER UTILITY	Amount
Division	UTILITY	Account #
Subject: RESOLUTION 2025-XX AMENDING CAPACITY RESERVATION POLICY FOR PAYMENT FOR UTILITY CONTRIBUTION-IN-AID-OF-CONSTRUCTION FEES		
Presenter: Jason DeLorenzo, Chief of Staff		
Attachments: 1. Resolution 2. 2015 Option B 3. Updated Standard Operating Procedures (SOP) Utility Development		
Background: The attached resolution affirms the City Council's support to return to the standard operating procedures for the payment of Contribution-in-Aid-of-Construction (CIAC) fees related to the City's water and wastewater utility systems. In 2015, the City adopted a more flexible payment schedule for CIAC fees to encourage economic development, allowing developers to reserve utility capacity during the site development phase. This resolution reestablishes CIAC fees be paid in accordance with standard procedures to better manage utility system capacity and ensure equitable and timely contributions from development projects. To maintain flexibility in support of economic development, the resolution provides that the City Council may approve exceptions to the standard schedule for commercial projects that create jobs and align with the City's business-friendly objectives, contingent upon required permit approvals from the Florida Department of Environmental Protection.		
Recommended Action: ADOPT RESOLUTION 2025-XX AMENDING CAPACITY RESERVATION POLICY FOR PAYMENT FOR UTILITY CONTRIBUTION-IN-AID-OF-CONSTRUCTION FEES		

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: RESOLUTION 2025-XX APPROVING AN INTERLOCAL AGREEMENT BETWEEN FLAGLER COUNTY AND THE CITY OF PALM COAST REGARDING THE METHOD OF DISTRIBUTION OF THE LOCAL OPTION FUEL TAX BETWEEN THE COUNTY AND MUNICIPALITIES WITHIN THE COUNTY		
Presenter: Lauren Johnston, Acting City Manager		
Attachments: 1. Resolution 2. Interlocal Agreement		
Background: On May 28, 1987, the County entered into an Interlocal Agreement with the cities of Bunnell and Flagler Beach (the "First ILA") for the purpose of establishing the method of distribution of the local option fuel tax using the option set forth in Section 336.025(3), Florida Statutes, which provided and continues to provide in pertinent part as follows: The county may, prior to June 1, establish by interlocal agreement with one or more of the municipalities located therein, representing a majority of the population of the incorporated area within the county, a distribution formula for dividing the entire proceeds of the local option fuel tax among the county government and all eligible municipalities within the county. The Flagler County Board of County Commissioners adopted Flagler County Ordinance Number 95-05A on August 10, 1995, for the purpose of incorporating the First ILA as the method of distribution of the local option fuel tax and is the local option fuel tax currently in place. On July 15, 2002, the County entered into a subsequent interlocal agreement with Palm Coast (the "Second ILA") for the purpose of establishing the method of distribution of the Fuel Tax following Palm Coast's incorporation and as set forth in Flagler County Ordinance Numbers 95-05 and 95-05A, the Fuel Tax is set to expire on August 31, 2025. Pursuant to Section 336.025, Florida Statutes, the County may reimpose the Fuel Tax at the current authorized rate provided the Fuel Tax is levied before July 1 and is effective September 1 and further provided that a redetermination of the method of distribution is made. Flagler County finds it is appropriate to enter into this Interlocal Agreement solely with Palm Coast for the purpose of re-establishing the method of distribution of the Fuel Tax pursuant to Section 336.025(3), Florida Statutes in advance of the County's relevy of the Fuel Tax.		

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING AN INTERLOCAL AGREEMENT BETWEEN FLAGLER COUNTY AND THE CITY OF PALM COAST REGARDING THE METHOD OF DISTRIBUTION OF THE LOCAL OPTION FUEL TAX BETWEEN THE COUNTY AND MUNICIPALITIES WITHIN THE COUNTY

City of Palm Coast, Florida
Agenda Item

Agenda Date: May 20, 2025

Department CITY ADMINISTRATION	Amount
Division	Account #
Subject: RESOLUTION 2025-XX APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE PALM COAST PROFESSIONAL FIREFIGHTERS IAFF LOCAL 4807	
Presenter: Lauren Johnston, Acting City Manager	
Attachments: 1. Resolution 2. Agreement	
Background: Included to this agenda item is a collective bargaining agreement with the Palm Coast Professional Firefighters IAFF Local 4807 for Fiscal Year 2024-2027 for Council's consideration.	
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING A COLLECTIVE BARGAINING AGREEMENT WITH THE PALM COAST PROFESSIONAL FIREFIGHTERS IAFF LOCAL 4807	

City of Palm Coast, Florida
Agenda Item

Agenda Date: May 20, 2025

Department	PUBLIC SAFETY	Amount	OVER 50K
Division	FIRE	Account #	10014000-052000
Subject: RESOLUTION 2025-XX PIGGYBACKING NORTH AMERICA FIRE EQUIPMENT CO. INC., CONTRACT WITH LAKE COUNTY, FL, FOR FIRE EQUIPMENT, SUPPLIES, AND SERVICES			
Presenter: Kyle Berryhill, Fire Chief			
Attachments: 1. Resolution 2. Contract			
Background: Palm Coast Fire Department would like to partner with North America Fire Equipment Co. Inc, for fire equipment, supplies, and services as needed.			
Recommended Action: ADOPT RESOLUTION 2025-XX PIGGYBACKING NORTH AMERICA FIRE EQUIPMENT CO. INC., CONTRACT WITH LAKE COUNTY, FL, FOR FIRE EQUIPMENT, SUPPLIES, AND SERVICES			

City of Palm Coast, Florida

Agenda Item

Agenda Date: May 20, 2025

Department	COMMUNITY DEVELOPMENT	Amount	NOT TO EXCEED \$160,000.00
Division	PLANNING	Account #	10013507-031000
Subject: RESOLUTION 2025-XX PIGGYBACKING THE CITY OF PALATKA CONTRACT WITH JBPRO & ASSOCIATES, INC., FOR PROFESSIONAL PLANNING AND INSPECTION SERVICES			
Presenter: Phong Nguyen, Senior Planner			
Attachments: 1. Resolution 2. Draft Contract 3. Scope of Services			
Background: With the adoption of the City of Palm Coast 2050 Comprehensive Plan Update, there arises a need to amend the Land Development Code in order to be consistent with the adopted new policies and amended policies in the 2050 Comprehensive Plan. Furthermore, action is needed in the form of studies and analysis to implement certain policies in the new Comprehensive Plan. City planning staff is tasked to implement these actions with the assistance from our consultant JBPro & Associates, Inc. City staff is recommending piggybacking the City of Palatka (RFQ 2023-04) with JBPro & Associates, Inc. through December 31, 2026, for professional planning services as needed. 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. City staff will make purchases on an as-needed basis using budgeted funds appropriated by City Council.			
SOURCE OF FUNDS			
Planning Fund - Professional Services			
10013507-031000 Budget			\$160,000.00
Total Expended/Encumbered to Date			\$0.00
Pending Work Orders/Contracts			\$0.00
Current (WO/Contract)			\$160,000.00

Recommended Action:

**ADOPT RESOLUTION 2025-XX PIGGYBACKING THE CITY OF PALATKA CONTRACT
WITH JBPRO & ASSOCIATES, INC., FOR PROFESSIONAL PLANNING AND
INSPECTION SERVICES**

City of Palm Coast, Florida Agenda Item

Agenda Date: May 20, 2025

Department	FINANCIAL SERVICES	Amount
Division		Account #
Subject: REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR APRIL 2025		
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 2025, 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		