



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, June 3, 2025

6:00 PM

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. PROCLAMATIONS AND PRESENTATIONS - 5:30 P.M.

1. JON NETTS COMMUNITY WING UNVEILING

2. PROCLAMATION - FLAGLER CARES 10 YEAR CELEBRATION

B. CALL TO ORDER THE BUSINESS MEETING - 6 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

- 3. MINUTES OF THE CITY COUNCIL:
MAY 20, 2025, BUSINESS MEETING
MAY 27, 2025, WORKSHOP MEETING**

G. ORDINANCES SECOND READ

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

H. ORDINANCES FIRST READ

6. **ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE II TRANSPORTATION IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY**
7. **ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE IV FIRE & RESCUE IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY**
8. **ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE III PARK SYSTEM IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY**

I. RESOLUTIONS

9. **RESOLUTION 2025-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH DIAMOND TOWERS V, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 350 PALM COAST PKWY NE**
10. **RESOLUTION 2025-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH WIRELESS EDGE TOWERS III, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 50 CITATION BLVD**
11. **RESOLUTION 2025-XX APPROVING AN INTERLOCAL AGREEMENT BETWEEN CITY OF PALM COAST AND THE FLAGLER COUNTY SHERIFF'S OFFICE FOR THE TEMPORARY ASSIGNMENT OF AN EXECUTIVE STAFF MEMBER**

II. CONSENT

12. **RESOLUTION 2025-XX APPROVING PIGGYBACK CONTRACTS WITH NEW SMYRNA BEACH UTILITIES AND SPARKS CONCRETE, LLC FOR CONCRETE AND ASPHALT SERVICES**
13. **RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH MULTIPLE FIRMS FOR CITYWIDE GEOTECHNICAL AND LABORATORY SERVICES**
14. **RESOLUTION 2025-XX APPROVING A CONTRACT WITH AXON FOR FUSUS VIDEO SURVEILLANCE PLATFORM**
15. **RESOLUTION 2025-XX STRATEGIC ACTION PLAN PRIORITIES**

III. PUBLIC PARTICIPATION

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

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

- M. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**
- N. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**
- O. ADJOURNMENT**

16. AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: June 3, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - FLAGLER CARES 10 YEAR CELEBRATION	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The City of Palm Coast would like to recognize Flagler Cares on their 10-year anniversary.	
Recommended Action: RECOGNIZE FLAGLER CARES FOR A DECADE OF SERVICE AND CONGRATULATE THEM ON THEIR 10-YEAR ANNIVERSARY	

City of Palm Coast, Florida Agenda Item

Agenda Date: June 3, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: MINUTES OF THE CITY COUNCIL: MAY 20, 2025, BUSINESS MEETING MAY 27, 2025, WORKSHOP MEETING	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Minutes (2)	
Background:	
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: MAY 20, 2025, BUSINESS MEETING MAY 27, 2025, WORKSHOP MEETING	

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 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. Ordinance 2. Business Impact Estimate	
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. <u>UPDATED BACKGROUND FROM THE MAY 20, 2025, BUSINESS MEETING:</u> City Council heard the first reading of this item at the May 20, 2025, Business Meeting. No changes have been made to the item. <u>ORIGINAL BACKGROUND FROM THE MAY 20, 2025, BUSINESS MEETING:</u> 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: June 3, 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. Ordinance 2. Staff Report 3. Distant Aerial Map 4. Close Aerial Map 5. Future Land Use Map 6. Current Zoning Map 7. Proposed Zoning Map 8. Application Package 9. Neighborhood Meeting Documentation 10. Affidavit, And Sign Posting 11. Business Impact Estimate		
Background: This is a quasi-judicial item, please disclose any ex parte communication. <u>UPDATED BACKGROUND FROM THE MAY 20, 2025, BUSINESS MEETING:</u> City Council heard the first reading of this item at the May 20, 2025, Business Meeting. No changes have been made to the item. <u>ORIGINAL BACKGROUND FROM THE MAY 20, 2025, BUSINESS MEETING:</u> 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 then 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: June 3, 2025

Department Division	COMMUNITY DEVELOPMENT	Amount Account #
Subject: ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE II TRANSPORTATION IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY		
Presenter: Phong Nguyen, Senior Planner		
Attachments: 1. Ordinance 2. Technical Report 3. Extraordinary Circumstances 4. Business Impact Estimate		
Background: <u>UPDATED BACKGROUND FROM THE MAY 27, 2025, WORKSHOP MEETING:</u> City Council received a presentation on this item at the May 27, 2025, Workshop Meeting. City Council requested additional information at the workshop meeting, which are forthcoming. <u>ORIGINAL BACKGROUND FROM THE MAY 27, 2025, WORKSHOP MEETING:</u> A transportation impact fee is a one-time assessment on new development on residential and non-residential development to fund the proportionate share of the costs of capital transportation improvements created by impact-generating development. A Transportation impact fee will be imposed by the City of Palm Coast (City) on impact-generating development proposed within the corporate boundaries of the City at the time of building permit application and are to be paid at the time a building permit is issued by the City. The City last updated its transportation impact fee in 2018. This update is being undertaken to ensure that the City's transportation impact fee is based on the most recent and localized data as required by Florida Statute Section 163.31801 (3)(a). The "City of Palm Coast Transportation Impact Fee Technical Report Update" report dated April 2025, and the "City of Palm Coast Extraordinary Circumstances Study" report dated May 2025 prepared by LTG, Inc. and NUE Urban Concepts LLC, provide the rational nexus to justify transportation impact fee assessment and meet Statutory requirements for using the "most recent and localized data." The City Council has four (4) options as it considers whether to vote for the finding of extraordinary circumstances to adopt the fully calculated Transportation Impact Fee rates: (1) Accept the Technical Report. Do not vote for a finding of extraordinary circumstances. Phase-in increases consistent with Florida Statute. Limit overall increases to 50%.		

(2) Amend the Road Improvements. Identify additional funding, amend or remove needed projects. Increasing funding or lowering the cost will result in a decrease in Transportation Impact Fee rates.

(3) Accept the Technical Report analysis and the finding of extraordinary circumstances. Then develop an alternative phase-in to the fully calculated rates, even-those over 50%, so that by the time of the next update, the adopted fees reflect fully calculated rates. Assuming the legislature does not limit local governments from doing so as part of amendments to the Impact Fee Act.

(4) Accept the Technical Report analysis and finding of Extraordinary Circumstances Study, adopting the calculated Transportation Impact Fee rates at 100%.

Once City Council provides direction to staff regarding the four (4) options or another option, staff will present the draft at the first hearing for the proposed changes to the ordinance. This Ordinance will require at least two-thirds (2/3) vote of the governing body if including the extraordinary circumstances in the Ordinance.

Recommended Action:

ADOPT ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE II TRANSPORTATION IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY PREPARED BY LTG, INC., AND NUE URBAN CONCEPTS, LLC

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division		Account #
Subject:	ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE IV FIRE & RESCUE IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY	
Presenter:	Carl Cote, Director of Stormwater & Engineering	
Attachments:	1. Presentation 2. Ordinance 3. Study 4. Business Impact Estimate	
Background:	<u>UPDATED BACKGROUND FROM THE MAY 27, 2025, WORKSHOP MEETING:</u> City Council received a presentation on this item at the May 27, 2025, Workshop Meeting. The data used for the fire impact fee has been finalized which resulted in an increase of the fire impact fees; \$942 per residential unit (a 117% increase compared to current fees) and \$1,495 per 1,000 sq. ft. for non-residential (a 114% increase compared to current fees). The attached documents have been updated to reflect the data. <u>ORIGINAL BACKGROUND FROM THE MAY 27, 2025, WORKSHOP MEETING:</u> The City of Palm Coast growth in residential and non-residential properties has occurred and is expected to continue to occur in the areas that are provided municipal services by the City. In August of 2019, the City contracted with Raftelis (consultant) to conduct a Fire/EMS impact fee study. In January 2020, staff presented Council with the Fire and Rescue Impact Fee Study dated January 30, 2020, received from the City's consultant. Raftelis reviewed the existing demand for capital improvements, including, where appropriate, land acquisition, and construction costs; the existing inventory of same; and the method of financing same. The Fire and Rescue impact fee report has been presented to and reviewed by the City Council, determined (1) that an updated impact fee is necessary to offset the costs associated with meeting future capital improvement demands pursuant to the projections set forth in the report; (2) that the impact fees adopted by this Ordinance bear a reasonable relationship to the burden imposed upon the City to provide capital improvements to new residents and businesses. Fire and Rescue impact fees provide a direct benefit to such new residents and businesses reasonably related to the Fire and Rescue impact fees assessed; (3) that an "essential nexus" exists between the projected new development and the need for additional capital improvements to be funded with Fire and Rescue impact fees, and between the impact fee and the benefits that accrue to new development paying the fee; and (4) that the amount of the impact fees is "roughly proportional" to the pro rata share of the	

additional capital improvements needed to serve new residential development and businesses, while maintaining the level of service (LOS) standard currently provided to City residents and businesses. City Council approved the update of the fire impact fee ordinance including increasing rates on June 16, 2020 and July 7, 2020 with an effective date of 90 days after approval on July 7, 2020.

Fire and rescue system planning is an evolving process, and the standard of service of the City fire and rescue system constitutes a projection of anticipated need and costs for capital improvements based upon present knowledge and judgment. Therefore, in recognition of changing growth patterns and the dynamic nature of population growth, it is the intent of the City Council that the standard of service for the City fire and rescue system and the fire and rescue system impact fee imposed in this article be reviewed and adjusted periodically to insure that the City fire and rescue system impact fees are imposed equitably and lawfully, based upon actual and anticipated growth at the time of their imposition.

The City annually develops a capital budget to ensure new development is adequately provided with capital improvements necessary to serve new development at the growth rates projected in the Fire and Rescue impact fee report.

The City fire and rescue system provides services for all citizens of the City and the presence of the City fire and rescue system enhances and benefits the health, safety, well being and general welfare of all citizens of the City. Therefore, the City fire and rescue system impact fee shall be imposed and collected from all fire and rescue system impact construction. The existing City fire and rescue system and other improvements and additions, contemplated by the council and which are or will be funded by revenues other than impact fees, shall eliminate any deficiency between the existing City fire and rescue system and the established standard of service, and shall be sufficient for the needs of the existing population of the City. Therefore, the revenue derived from the fire and rescue system impact fee shall be utilized only for capital improvements for the City fire and rescue system which are necessitated by new construction.

Staff is recommending adopting this Ordinance amending Chapter 29 Impact Fees, Article IV Fire and Rescue System Impact Fee.

Recommended Action:

ADOPT ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE IV FIRE & RESCUE IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division		Account #
Subject:	ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE III PARK SYSTEM IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN EXTRAORDINARY CIRCUMSTANCES STUDY	
Presenter:	Carl Cote, Director of Stormwater & Engineering	
Attachments:	1. Presentation 2. Ordinance 3. Study 4. Business Impact Estimate	
Background:	<u>UPDATED BACKGROUND FROM THE MAY 27, 2025, WORKSHOP MEETING:</u> City Council received a presentation on this item at the May 27, 2025, Workshop Meeting. Per City Council direction, the following projects were removed from the Recreation Impact Fee Fund CIP; Recreation Center, Cultural Arts Facility Building, and Palm Harbor Golf Course - Clubhouse & Event Center. This resulted in an increase of the recreation impact fee of \$3,164 per residential dwelling unit (a 73% increase compared to current fees). Due to the reduced fee increase, the Graham swamp trail project had to be moved out of the 10-year plan and into future along with additional minor timing of projects. The attachments have been updated to reflect the direction. <u>ORIGINAL BACKGROUND FROM THE MAY 27, 2025, WORKSHOP MEETING:</u> One of City Council's priority is to update the Parks & Recreation Impact Fee. This fee was last reviewed in Fiscal Year 2020. Regular updates or review of impact fees are necessary to accommodate changes in facility/capital needs, land use characteristics, cost assumptions, and projected growth. An update or review of impact fees also ensures that impact generating development pays an appropriate share of capital improvements. Based upon City Council's request to revisit impact fees, the City retained the services of Raftelis to facilitate the review of the City's Parks & Recreation impact fee. City Staff recommends adoption of the proposed Parks & Recreation fees and approval of amended ordinance.	

Recommended Action:

**ADOPT ORDINANCE 2025-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE III
PARK SYSTEM IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM
COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY INCLUDING AN
EXTRAORDINARY CIRCUMSTANCES STUDY**

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	INFORMATION TECHNOLOGY	Amount
Division		Account #
Subject:	RESOLUTION 2025-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH DIAMOND TOWERS V, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 350 PALM COAST PKWY NE	
Presenter:	Doug Akins, Director of Information Technology	
Attachments:	1. Presentation 2. Resolution 3. Option and Ground Lease	
Background:	The City of Palm Coast has adopted a Wireless Master Plan for the purpose of promoting more reliable cellular coverage from all carriers within the city of Palm Coast. The Master Plan was originally adopted in January 2018, with an updated version approved in March 2025. Diamond Towers V, LLC has requested to lease City property located at 350 Palm Coast Pkwy NE (Parcel # 45-11-31-0000-01010-0000) for the purpose of constructing a 150-foot high, telecommunications facility (structure). This site is identified as S14 in the Wireless Master Plan. 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. Some of the highlights of the agreements are as follows: 1. The initial Option term is twelve 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. 4. The City will receive 40% of any sublease fees generated by the first tenant, and 50% for all subsequent tenants. 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 2025-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH DIAMOND TOWERS V, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 350 PALM COAST PKWY NE	

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	INFORMATION TECHNOLOGY	Amount
Division		Account #
Subject: RESOLUTION 2025-XX APPROVING AN OPTION AND GROUND LEASE AGREEMENT WITH WIRELESS EDGE TOWERS III, LLC FOR THE CONSTRUCTION OF A TELECOMMUNICATIONS TOWER AT 50 CITATION BLVD		
Presenter: Doug Akins, Director of Information Technology		
Attachments: 1. Resolution 2. Option and Ground Lease		
Background: The City of Palm Coast has adopted a Wireless Master Plan for the purpose of promoting more reliable cellular coverage from all carriers within the city of Palm Coast. The Master Plan was originally adopted in January 2018, with an updated version approved in March 2025. Wireless Edge Towers III, LLC has requested to lease City property located at 50 Citation Blvd (Parcel # 19-12-31-0650-000C0-0020) for the purpose of constructing a 150-foot high, telecommunications facility (structure). This site is identified as S1 in the Wireless Master Plan. 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 facility will also host the City's equipment for radio reads of water meters in this area of the City. Some of the highlights of the agreements are as follows: 1. The initial Option term is twelve 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 one-time payment of \$20,000 shall be paid to the City upon the receipt of all governmental approvals. 4. The City receives a \$5,000 payment after the execution of a sublease by a major wireless carrier. 5. The City will receive the greater of 100% of anchor tenant's sublease fees, or 50% of all sublease fees. 6. Wireless Edge Towers III, LLC will have access to the land to build a 150-foot structure and house ground equipment on the site.		

Recommended Action:

**ADOPT RESOLUTION 2025-XX APPROVING AN OPTION AND GROUND LEASE
AGREEMENT WITH WIRELESS EDGE TOWERS III, LLC FOR THE CONSTRUCTION OF
A TELECOMMUNICATIONS TOWER AT 50 CITATION BLVD**

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: RESOLUTION 2025-XX APPROVING AN INTERLOCAL AGREEMENT BETWEEN CITY OF PALM COAST AND THE FLAGLER COUNTY SHERIFF'S OFFICE FOR THE TEMPORARY ASSIGNMENT OF AN EXECUTIVE STAFF MEMBER		
Presenter: Lauren Johnston, Acting City Manager		
Attachments: 1. Resolution 2. Interlocal Agreement 3. Job Description		
Background: The City of Palm Coast temporarily needs the organizational services and expertise of a senior manager on a short-term basis. The Sheriff is willing to assign his Chief of Staff to aid the City temporarily, through the attached Interlocal Agreement.		
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING AN INTERLOCAL AGREEMENT BETWEEN CITY OF PALM COAST AND THE FLAGLER COUNTY SHERIFF'S OFFICE FOR THE TEMPORARY ASSIGNMENT OF AN EXECUTIVE STAFF MEMBER		

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	AS NEEDED
Division	ENGINEERING	Account #	MULTIPLE ACCOUNTS CITYWIDE
Subject:	RESOLUTION 2025-XX APPROVING PIGGYBACK CONTRACTS WITH NEW SMYRNA BEACH UTILITIES AND SPARKS CONCRETE, LLC FOR CONCRETE AND ASPHALT SERVICES		
Presenter:	Lynn Stevens, Deputy Director of Stormwater & Engineering		
Attachments:	1. Resolution 2. Engagement Letter - Concrete 3. Engagement Letter - Asphalt		
Background: Council Priority: D. Sustainable Environment and Infrastructure	The City of Palm Coast would like to utilize New Smyrna Beach Utilities contracts with Sparks Concrete, LLC for concrete and asphalt services on an as-needed basis. City staff recommend piggybacking the following New Smyrna Beach Utilities contracts with Sparks Concrete, LLC: #RFQ-24-081 – Concrete #ITB-06-23 - Asphalt 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. Since the underlying contracts are agreements based of fees and services, City staff will make purchases on an as-needed basis using budgeted funds appropriated by City Council.		
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING PIGGYBACK CONTRACTS WITH NEW SMYRNA BEACH UTILITIES AND SPARKS CONCRETE, LLC FOR CONCRETE AND ASPHALT SERVICES			

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	AS NEEDED
Division	ENGINEERING	Account #	MULTIPLE ACCOUNTS
Subject: RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH MULTIPLE FIRMS FOR CITYWIDE GEOTECHNICAL AND LABORATORY SERVICES			
Presenter: Carl Cote, Director of Stormwater & Engineering			
Attachments: 1. Resolution 2. Draft Contracts 3. Notice of Intent to Award 4. Project Overview			
Background: Council Priority: B. Safe and Reliable Services The City of Palm Coast utilizes geotechnical and laboratory services to complete geotechnical engineering and design, investigation and evaluation of soil conditions, subsurface hydrological investigation and evaluation, asphalt concrete and Portland cement concrete inspection, testing, structural pavement design, material testing and inspection permitting and other related functions. City staff advertised a request for statement of qualifications (RFSQ-SWE-25-31) for citywide Geotechnical & Laboratory Services. These services will be used on an as-needed-basis to expand our infrastructure for sustainable growth. In accordance with the City's Purchasing Policy and Florida Statutes, specifically the Consultants' Competitive Negotiation Act, City staff received qualification packages from (5) five firms. Proposals were evaluated based on their project understanding, experience with similar projects, technical capability, quality control, equipment and project team. After reviewing the qualifications, staff recommend awarding the contract to all five firms due to the number of projects citywide. Firm Name • Ardaman & Associates, Inc. • Terracon Consultants, Inc. • Univerasal Engineering Sciences • Meskel & Associates Engineering			

- CSI Geo, Inc. Jacksonville, FL

City staff will present City Council with work orders for consideration as services, as needed, and in accordance with the City's Purchasing Policy.

Recommended Action:

**ADOPT RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS
WITH MULTIPLE FIRMS FOR CITYWIDE GEOTECHNICAL AND LABORATORY
SERVICES**

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 3, 2025

Department	INFORMATION TECHNOLOGY	Amount	\$304,439.12 (5 years)
Division		Account #	65052525-051020
Subject: RESOLUTION 2025-XX APPROVING A CONTRACT WITH AXON FOR FUSUS VIDEO SURVEILLANCE PLATFORM			
Presenter: Doug Akins, Director of Information Technology			
Attachments: 1. Presentation 2. Resolution 3. Sourcewell Contract and Quote			
Background: The Flagler County Sherriff's Office has requested to integrate several of the City of Palm Coast's cameras into FUSUS, their Real Time Crime Center Platform. To accommodate this request, staff are proposing entering into an agreement with Axon to implement the FUSUS Real-Time Crime Center (RTCC) platform. This platform will serve as a vital bridge between City infrastructure and law enforcement by enabling the secure, real-time sharing of City-owned camera feeds. It ensures rapid access to visual data during incidents while preserving the City's autonomy over its surveillance systems. Implementing the FUSUS platform directly—rather than through a third party—empowers the City to retain full control over its camera hardware, configurations, and cybersecurity posture. This control is critical in maintaining a secure and resilient infrastructure, particularly as digital threats continue to evolve. The City can manage device access, conduct timely software updates, and remove any devices from the network in response to threats or changes in operational needs. Additionally, by controlling the platform settings, the City ensures that camera configurations are not inadvertently overridden or altered by outside entities. For the Flagler County Sheriff's Office, the integration of City-owned cameras into the FUSUS RTCC platform significantly enhances their operational effectiveness. Deputies patrolling Palm Coast will gain faster insight into active calls for service through access to live or retrospective video. This capability can reduce response times, improve officer safety, and support investigative efforts with verifiable visual evidence. Instead of relying solely on verbal reports or 911 call descriptions, responding units can access a visual context of incidents, leading to more informed and precise action in the field. Furthermore, this platform lays the foundation for smarter and more connected city operations. It can evolve to support data integration from traffic systems, and additional sensor-based technologies. As Palm Coast continues to invest in smart infrastructure, owning and managing this platform gives the City the flexibility to expand its capabilities in alignment with strategic goals while ensuring compliance with public records laws and data			

governance standards.

The cost to start the implementation this year is \$31,475 and is being funded through the usage of IT contingency funds along with savings that have been realized in the current year's budget.

SOURCE OF FUNDS WORKSHEET FY 2025

IT Software Fund

65052525-051020

\$2,363,463.00

Total Expended/Encumbered to Date

\$1,948,877.08

Pending Work Orders/Contracts

\$10,202.10

Current Project

\$31,475.70

Balance

\$372,908.12

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING A CONTRACT WITH AXON FOR FUSUS VIDEO SURVEILLANCE PLATFORM

City of Palm Coast, Florida Agenda Item

Agenda Date: June 3, 2025

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: RESOLUTION 2025-XX STRATEGIC ACTION PLAN PRIORITIES		
Presenter: Lauren Johnston, Acting City Manager		
Attachments: 1. Resolution		
Background: The City Council continues to support the City's Vision, Mission, Values, and Goals as set forth in the Strategic Action Plan, which the Council reviews annually. Following the continual year-long process, the Strategic Action Plan Priorities are attached to this item.		
Recommended Action: ADOPT RESOLUTION 2025-XX STRATEGIC ACTION PLAN PRIORITIES		