



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 17, 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.

NOTICE: This meeting is being live streamed on the City of Palm Coast YouTube channel and audio recorded for public record and transparency.

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 - THE WEEK OF JUNE 15, 2025, AS NATIONAL MOSQUITO CONTROL AWARENESS WEEK**

F. MINUTES

- 2. MINUTES OF THE CITY COUNCIL:
JUNE 3, 2025, BUSINESS MEETING
JUNE 10, 2025, WORKSHOP MEETING**

G. APPOINTMENTS

- 3. APPOINT ONE (1) MEMBER TO THE CODE ENFORCEMENT BOARD**

H. ORDINANCES SECOND READ

- 4. 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

- 5. 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. 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 THE CITY OF PALM COAST UNIFIED LAND DEVELOPMENT CODE, CHAPTER 13 RELATING TO EXTERIOR COLORS**

J. RESOLUTIONS

- 8. RESOLUTION 2025-XX KING'S CROSSING TECHNICAL SITE PLAN - TIER 3 APPLICATION 5978**
- 9. RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENT WITH PLANTE & MORAN, PLLC FOR ENTITY WIDE RISK ASSESSMENT CONSULTANT SERVICES**
- 10. RESOLUTION 2025-XX APPROVING ADDITIONAL APPLICANTS FOR THE CULTURAL ART GRANTS FOR FISCAL YEAR 2024-2025**

K. CONSENT

- 11. RESOLUTION 2025-XX APPROVING A MASTER PRICE AGREEMENT WITH ALLIED UNIVERSAL CORPORATION FOR SODIUM HYPOCHLORITE**
- 12. RESOLUTION 2025-XX APPROVING THE EXECUTION OF A FLORIDA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT TYPE CHANGE, FROM LAP (FEDERAL) TO SFGA (STATE) FOR THE GRAHAM SWAMP TRAIL PROJECT**

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

13. REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR MAY 2025

P. ADJOURNMENT

14. AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: June 17, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PROCLAMATION - THE WEEK OF JUNE 15, 2025, AS NATIONAL MOSQUITO CONTROL AWARENESS WEEK	
Presenter: Mayor and City Council	
Attachments: 1. Proclamation	
Background: The East Flagler Mosquito Control District requests that the City of Palm Coast proclaim the week of June 15, 2025, as National Mosquito Control Awareness Week.	
Recommended Action: PROCLAIM THE WEEK OF JUNE 15, 2025, AS NATIONAL MOSQUITO CONTROL AWARENESS WEEK	

City of Palm Coast, Florida
Agenda Item

Agenda Date: June 17, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: MINUTES OF THE CITY COUNCIL: JUNE 3, 2025, BUSINESS MEETING JUNE 10, 2025, WORKSHOP MEETING	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Minutes (2)	
Background:	
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: JUNE 3, 2025, BUSINESS MEETING JUNE 10, 2025, WORKSHOP MEETING	

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 17, 2025

Department CITY ADMINISTRATION
Division

Amount
Account #

Subject: APPOINT ONE (1) MEMBER TO THE CODE ENFORCEMENT BOARD

Presenter: Kaley Cook, City Clerk

Attachments:

1. Applications (1)

Background:

City Council needs to appoint one member to the Code Enforcement Board to fill the vacancy left by the passing of Norman Mugford. Mr. Mugford's board term was 2024-2027.

It is the intent of the Code Enforcement Board to promote, protect and improve the health, safety and welfare of the citizens of the City by authorizing the creation of administrative boards with authority to impose administrative fines and other noncriminal penalties to provide an equitable, expeditious, effective and inexpensive method of enforcing any codes and ordinances in force in the City, where a pending, or repeated violation continues to exist.

Section 2-205 of the Code of Ordinances states that appointments shall be made on the basis of experience or interest in the subject matter of the Code Enforcement Board. The composition of the Code Enforcement Board shall, whenever possible, include an architect, a businessperson, an engineer, a general contractor, a subcontractor and a realtor.

Under Florida Statute 162.05(3)(b)(3), Code Enforcement Board terms are for three years.

Currently, the board is comprised of the following members:

Members	District	Term Expires	Occupation
Gennaro Arcamone	4	2026	Retired Property Management
Andrew Dodzik	4	2027	Retired Civil Engineer
Charles Dean Roberts	2	2026	Retired Sales Representative
Geraldine Wright	3	2027	Retired Office Chief CAFDOT
Robert Calabrese	3	2026	Retired Law Enforcement
Paulette Hatfield	2	2026	Retired Business Owner
Alternates			
Jonathan Andrejczyk	2	2026	Tax Analyst
Merritt Zucca	1	2026	Realtor

One (1) application was received from the residents listed below:

Applicants	District	Occupation
Merritt Zucca	1	Realtor

Recommended Action:

APPOINT ONE (1) MEMBER TO THE CODE ENFORCEMENT BOARD

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 17, 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 JUNE 3, 2025, BUSINESS MEETING:</u> City Council heard the first reading of this item at the June 3, 2025, Business Meeting. The Ordinance has been updated consistent with the motion on the first reading. The updated study is in progress and will be attached before the second reading. <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, 2000.

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 17, 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. Ordinance 2. Study 3. Business Impact Estimate	
Background:	<u>UPDATED BACKGROUND FROM THE JUNE 3, 2025, BUSINESS MEETING:</u> City Council heard the first reading of this item at the June 3, 2025, Business Meeting. The Ordinance has been updated consistent with the motion on the first reading. The updated study is in progress and will be attached before the second reading. <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 17, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division		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. Presentation 2. Ordinance 3. Report 4. Business Impact Estimate		
Background: <u>UPDATED BACKGROUND FROM THE JUNE 10, 2025, WORKSHOP MEETING:</u> City Council heard a presentation on this item at the June 10, 2025, Workshop Meeting. The report has been updated per the direction provided. <u>UPDATED BACKGROUND FROM THE JUNE 3, 2025, BUSINESS MEETING:</u> The first reading of this item was scheduled for the June 3, 2025, Business Meeting. City Council tabled the first reading to the June 17, 2025, Business Meeting and requested for additional information to be presented at the June 10, 2024, Workshop. <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 is in progress. The updated Technical Report and the Extraordinary Circumstances Study are expected before the second reading, which is currently scheduled for June 17, 2025. <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 17, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING AND ZONING	Account #
Subject:	ORDINANCE 2025-XX AMENDING THE CITY OF PALM COAST UNIFIED LAND DEVELOPMENT CODE, CHAPTER 13 RELATING TO EXTERIOR COLORS	
Presenter:	Tracey Doak, Zoning Manager and Barbara Grossman, Code Enforcement Manager	
Attachments:	1. Presentation 2. Color and Materials Form 3. Ordinance 4. Business Impact Estimate	
Background:	<u>UPDATED BACKGROUND FROM THE MAY 13, 2025, WORKSHOP MEETING:</u> City Council heard this item at their May 13, 2025, workshop. City Council requested staff draft an Ordinance to include the following amendment: Section 13.02.06 Exterior Colors-Colors of walls. B.1.c. Light Bermuda Colors: Acceptable Bermuda colors include blues, greens (except for sage and olive green as defined in this section), lavenders, peach and pinks with a LRV of 65 or greater. B.3. c. Residential and multi-family are prohibited from using any shade of purple, fuchsia, magenta and orange that have a LRV of less than 65. Attached to this item is a draft Ordinance for Council's consideration. <u>ORIGINAL BACKGROUND FROM THE MAY 13, 2025, WORKSHOP MEETING:</u> At the City Council Workshop on January 14, 2025, City Council directed staff to draft an ordinance removing all Light Reflective Value (LRV) restrictions for residential exterior colors, except for the existing banned colors. The attached ordinance reflects these proposed changes. Previously, City Council requested the Planning and Land Development Regulation Board (PLDRB) and the Beautification and Environmental Advisory Committee (BEAC) review the proposed revisions. This item presents the recommendations from the PLDRB and BEAC for City Council's consideration. Summary of the February 27, 2025, BEAC Meeting The Palm Coast Beautification and Environmental Advisory Committee (BEAC) reviewed the City Council's proposed ordinance amending exterior residential color regulations. Following discussion, the BEAC reached a 2-2 split vote, meaning no formal recommendation was made. The two dissenting votes were not necessarily against the	

ordinance but opposed its approval **without additional conditions** regarding specific red tones.

Findings from BEAC Review:

- **Expansion of Allowable Colors** – The proposed ordinance removes most restrictions on residential exterior colors, allowing all colors except fuchsia, purple, magenta, and orange. The intent is to provide homeowners with greater flexibility in exterior paint choices.
- **Discussion on Additional Color Restrictions** – Some committee members proposed further prohibiting certain red shades (reds lacking visible brown tones) due to concerns over bright, governmental, or warning-style colors. However, defining these colors objectively remained a challenge.
- **Public Engagement & Neighborhood Character** – Committee members discussed findings from the **2050 Comprehensive Plan outreach**, which indicated that residents generally preferred maintaining their neighborhood character. There was no strong public demand for a broader range of exterior colors.
- **Enforcement & Code Clarity** – Concerns were raised regarding the enforceability of color restrictions, particularly given variations in color names across manufacturers. Some members questioned whether the City should regulate aesthetics rather than focusing on health and safety concerns.
- **Role of Light Reflectance Value (LRV)** – The proposed ordinance does not incorporate LRV restrictions, which were previously discussed as a way to regulate brightness and intensity.

BEAC Recommendation:

- **Votes in Favor of Approval (2):** Members who supported adopting the ordinance as written, without additional restrictions.
- **Votes Against (2):** Members who wanted to **include additional prohibited colors** (specific shades of red).

Because of the **2-2 split vote**, the BEAC did not provide a formal recommendation for approval or denial. However, the opposition was based on the desire for additional conditions, not outright rejection of the ordinance.

Summary of the February 19, 2025, PLDRB Meeting

The Palm Coast Planning and Land Development Regulation Board (PLDRB) reviewed the City Council's proposed ordinance amending exterior residential color regulations. Following discussion, the PLDRB voted unanimously (7-0) to **recommend denial** of the ordinance, citing conflicts with the Comprehensive Plan and concerns about enforcement, neighborhood character, and lack of public demand. A summary of the Findings from PLDRB include the following:

Findings from PLDRB Review:

- **Incompatibility with the Comprehensive Plan** – The proposed ordinance contradicts **Comprehensive Plan Goal 1.1**, which emphasizes preserving the

character of residential communities. The majority of developed lots (35,000 out of 45,000) have followed the existing regulations, and changing the ordinance would not be in the best interest of the established neighborhoods.

- **Existing Comprehensive Plan and Land Development Code Provisions Already Address Color Regulations – Policy 1.1.1.5.3(C)** explicitly grants the City the authority to establish standards for color, reinforcing that the current regulations are already aligned with the Comprehensive Plan’s intent.
- **Lack of Supporting Data** – PLDRB members emphasized that throughout the year-long community engagement process for the **2050 Comprehensive Plan**, there was no public request for more vibrant or varied exterior colors. Instead, feedback consistently reflected a desire to maintain the existing character of the existing community. They noted that residents did not express interest in creating a more colorful or varied aesthetic, comparing such a shift to a “Disneyland” effect, which was not in line with the community’s vision.
- **Concerns Over Enforcement & Consistency** – Board members highlighted that the ordinance lacks clarity on enforceability, especially given the variations in color names across manufacturers. They expressed concerns that passing the ordinance would **not** resolve existing issues with code enforcement.
- **Potential Legal & Administrative Issues** – The broad scope of the proposed changes could create future legal challenges and complicate regulatory oversight. PLDRB members argued that any future modifications should be more limited and specific.

PLDRB Recommendation:

The PLDRB voted **7-0 to recommend denial** of the proposed ordinance, citing its lack of consistency with the Comprehensive Plan, lack of public demand, enforcement challenges, and legal concerns. However, PLDRB members continue to be amenable to allowing more variety of colors.

Recommended Action:

ADOPT ORDINANCE 2025-XX AMENDING THE CITY OF PALM COAST UNIFIED LAND DEVELOPMENT CODE, CHAPTER 13 RELATING TO EXTERIOR COLORS

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 17, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX KING'S CROSSING TECHNICAL SITE PLAN - TIER 3 APPLICATION 5978		
Presenter: Michael Hanson, AICP, Planner		
Attachments: 1. Presentation 2. Resolution 3. Staff report 4. Development Order 5. Distant aerial 6. Close aerial 7. Future land use map 8. Zoning map 9. Application, authorization of owner, applicant letter 10. Trip generation and traffic impact statement 11. Environmental report 12. Site Plans (2)		
Background: This is a quasi-judicial item, please disclose any ex parte communication. The site is zoned General Commercial (COM-2) and on October 16, 2019, the Planning and Land Development Regulation Board (PLDRB) conditionally approved a Special Exception on the site for mini-warehouses, office warehouses and self-storage uses. The applicant later purchased this site on March 11, 2020. That Special Exception expired and was later re-established by the PLDRB at its meeting on August 17, 2022. The Special Exception is currently valid on the site. The project also has a previously approved TSP application #4394 that was erroneously approved by the PLDRB on February 16, 2022, as a TSP Tier 2 application that did not account for the second floor of building B. That application's development order has since expired and the current TSP application # 5978 is accurately being treated as a TSP - Tier 3 application, which requires a review and recommendation by the PLDRB before being subject to the approval or denial by the City Council. The PLDRB imposed 20 conditions with the approval of the Special Exception. They are reviewed in more detail further in the staff report. On May 21, 2025, the PLDRB found the project in compliance with the Special Exception conditions for approval, the Land Development Code, and the Comprehensive Plan. They unanimously recommended approval of the application with a 5 - 0 vote.		

Recommended Action:

THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD RECOMMENDS THAT THE CITY COUNCIL FIND THE PROJECT IN COMPLIANCE WITH THE SPECIAL EXCEPTION CONDITIONS OF APPROVAL, THE LAND DEVELOPMENT CODE, AND THE COMPREHENSIVE PLAN; AND RECOMMENDS APPROVAL OF THE TECHNICAL SITE PLAN – TIER 3 FOR KING’S CROSSING STORAGE, APPLICATION NO. 5978

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 17, 2025

Department	HUMAN RESOURCES	Amount	\$59,925
Division		Account #	GENERAL FUND CONTINGENCY
Subject:	RESOLUTION 2025-XX APPROVING A MASTER SERVICES AGREEMENT WITH PLANTE & MORAN, PLLC FOR ENTITY WIDE RISK ASSESSMENT CONSULTANT SERVICES		
Presenter:	Tim Wilsey, Risk & Safety Administrator		
Attachments:	1. Resolution 2. Contract 3. Notice of Intent to Award 4. Project Overview		
Background:	During the Council meeting on September 10, 2024, City Council requested that staff prepare an RFP for an entity wide risk assessment to be completed of City operations. On March 26, 2025, an RFP was opened to procure services for an Entity Wide Risk Assessment and Bids closed on April 10, 2025. Plante & Moran has been awarded the contract for the purpose of establishing a matrix framework for proactive risk identification, management, operational efficiency, and providing a comprehensive evaluation of all potential risks that could impact the organization across all operations, functions, and departments. The analysis will provide a framework that enables City leaders to assess, evaluate, and manage emerging risks effectively and efficiently. This item was not included in the Fiscal Year 2025 budget and will be funded from General Fund Contingency.		
Recommended Action:	ADOPT RESOLUTION 2025-XX APPROVING A MASTER SERVICES AGREEMENT WITH PLANTE & MORAN, PLLC FOR ENTITY WIDE RISK ASSESSMENT CONSULTANT SERVICES		

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 17, 2025

Department PARKS & RECREATION Division	Amount Account #
Subject: RESOLUTION 2025-XX APPROVING ADDITIONAL APPLICANTS FOR THE CULTURAL ART GRANTS FOR FISCAL YEAR 2024-2025	
Presenter: James Hirst, Director of Parks & Recreation and Nancy Crouch, Chair of the Flagler County Cultural Council	
Attachments: 1. Presentation 2. Resolution	
Background: Council Priority: 11. Identify a dedicated funding source for arts/cultural/historical activities and facilities 11.1. Continue partnerships with local organizations to identify and assist in programs and activities implementation <u>UPDATED BACKGROUND FROM THE MARCH 18, 2025, BUSINESS MEETING:</u> City Council requested that FC3 and the City explore hosting a second round for the remaining funds. A second application period was conducted, and the organizations listed in the attached PowerPoint have applied and been recommended for funding to support history, arts, and cultural programs or events within Palm Coast. The grant funding recommendations are attached for City Council's review. The applications and scoring sheets are available through this link: http://www.palmcoastgov.com/files/share/sent/58706a17-f97d-4913-8d31-cce4e1aee4c8 <u>ORIGINAL BACKGROUND FROM THE MARCH 18, 2025, BUSINESS MEETING:</u> Since 2002, the City of Palm Coast has hosted the Cultural Art Financial Assistance Matching Grant to support Flagler County's history, arts, and culture organizations that hold events and programs within city limits. This initiative enhances the quality of life for residents and visitors and bolsters the City's reputation as an innovative cultural center. In 2022, the Flagler County Board of County Commissioners designated the Flagler County Cultural Council (FC3) as the countywide Arts Council, also known as a Local Arts Agency. FC3 serves as an umbrella organization fostering arts, history, and culture throughout Flagler County. In 2024, The City of Palm Coast partnered with FC3 to administer the Cultural Art Grant program For Fiscal Year 2024-2025, 13 applications were submitted for review. An FC3 committee	

evaluated each application to ensure it met the grant's eligibility criteria. The 11 organizations listed in the attached PowerPoint have requested and have been recommended for funding to support history, arts, and cultural programs and/or events in Palm Coast.

The grant funding recommendation is attached for City Council's review.

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING ADDITIONAL APPLICANTS FOR THE CULTURAL ART GRANTS FOR FISCAL YEAR 2024-2025

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 17, 2025

Department	WATER AND WASTEWATER UTILITY	Amount	AS NEEDED
Division		Account #	54019086 052030 54019087 052030 54019085 052030 54019083 052030 54019084 052030
Subject: RESOLUTION 2025-XX APPROVING A MASTER PRICE AGREEMENT WITH ALLIED UNIVERSAL CORPORATION FOR SODIUM HYPOCHLORITE			
Presenter: Peter Roussell, Utility Deputy Director			
Attachments: 1. Resolution 2. Draft Contract 3. Notice of Intent to Award 4. Project Overview			
Background: Council Priority: B. Sustainable Environment & Infrastructure The City's Utility Departments/Water and Wastewater Operations utilizes Sodium Hypochlorite which is used in the disinfection processes. City staff is recommending approving the Master Price Agreement with Allied Universal Corporation for the purchase of Sodium Hypochlorite. City staff will purchase this chemical using budgeted funds appropriated by City Council. The Fiscal Year 2025 Budget includes available funding within the Utility Fund-Chemicals to purchase this chemical. This chemical will be purchased on an as needed basis. This Agreement shall take effect on the Effective Date and shall terminate at the end of one (1) year. Following the initial term and at the sole option of CITY, this Agreement may be renewed for two (2) successive periods not to exceed one (1) year each.			

SOURCE OF FUNDS WORKSHEET FY 2025

UTILITYFND Chemicals 54019086 052030	\$1,466,530.00
Total Expended/Encumbered to Date	\$1,217,943.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract	\$0.00
Balance	\$248,587.00

UTILITYFND Chemicals 54019087 052030	\$1,325,947.00
Total Expended/Encumbered to Date	\$1,232,107.70
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract	\$0.00
Balance	\$93,839.30

UTILITYFND Chemicals 54019085 052030	\$299,146.00
Total Expended/Encumbered to Date	\$242,682.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract	\$0.00
Balance	\$56,464.00

UTILITYFND Chemicals 54019083 052030	\$760,000.00
Total Expended/Encumbered to Date	\$612,000.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract	\$0.00
Balance	\$148,000.00

UTILITYFND Chemicals 54019084 052030	\$855,000.00
Total Expended/Encumbered to Date	\$731,560.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract	\$0.00
Balance	\$123,440.00

Recommended Action:**ADOPT RESOLUTION 2025-XX APPROVING A MASTER PRICE AGREEMENT WITH ALLIED UNIVERSAL CORPORATION FOR SODIUM HYPOCHLORITE**

City of Palm Coast, Florida

Agenda Item

Agenda Date: June 17, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	N/A
Division	ENGINEERING	Account #	21060000 334704 61016
Subject:	RESOLUTION 2025-XX APPROVING THE EXECUTION OF A FLORIDA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT TYPE CHANGE, FROM LAP (FEDERAL) TO SFGA (STATE) FOR THE GRAHAM SWAMP TRAIL PROJECT		
Presenter:	Vineesh Crawford, Traffic Engineer I		
Attachments:	1. Resolution 2. Agreement		
Background: Council Priority: D. Sustainable Environment and Infrastructure:	The Graham Swamp Trail project phase is from the Lehigh Trail & Graham Swamp Trail intersection to the existing Graham Swamp Conservation Area Trailhead located off Old Kings Road. This project is approximately 3.5 miles long. The proposed improvements are to add a 12-foot-wide trail in the existing forested area, required signage, pavement markings, drainage, and elevated boardwalks through wetland areas. On December 3, 2024, Council approved a FDOT LAP Agreement (#447101-1-38-01) for the design phase of this project. This item is to approve the execution of the Grant Agreement type change form LAP (Federal) (#447101-1-38-01) to a SFGA (State) (#447101-1-34-01) for the design phase of this project.		
Recommended Action:	RESOLUTION 2025-XX APPROVING THE EXECUTION OF A FLORIDA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT TYPE CHANGE, FROM LAP (FEDERAL) TO SFGA (STATE) FOR THE GRAHAM SWAMP TRAIL PROJECT		

City of Palm Coast, Florida Agenda Item

Agenda Date: June 17, 2025

Department	FINANCIAL SERVICES	Amount
Division		Account #
Subject:	REPORTING OF EMERGENCY AND SOLE SOURCE PURCHASES FOR MAY 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 May 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	