



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, August 5, 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.

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. PROCLAMATIONS

1. PROCLAMATION - AUGUST 7, 2025, AS PURPLE HEART DAY

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

- 2. MINUTES OF THE CITY COUNCIL:
JULY 15, 2025, BUSINESS MEETING
JULY 22, 2025, WORKSHOP MEETING**

G. APPOINTMENT

- 3. APPOINT ONE MEMBER TO THE RESIDENTIAL DRAINAGE CITIZEN ADVISORY COMMITTEE**

H. ORDINANCES SECOND READ

- 4. ORDINANCE 2025-XX ESTABLISHING THE CREATION OF THE LIGHTHOUSE COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA**

STATUTES

5. **ORDINANCE 2025-XX AIRPORT COMMERCE FIRE STATION 26 LAND EXCHANGE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT - APPLICATION 6154**
6. **ORDINANCE 2025-XX AIRPORT COMMERCE FIRE STATION 26 LAND EXCHANGE ZONING MAP AMENDMENT - APPLICATION 6151**

I. ORDINANCES FIRST READ

7. **ORDINANCE 2025-XX 11 HARGROVE LANE ZONING MAP AMENDMENT, APPLICATION 6253**

J. RESOLUTIONS

8. **RESOLUTION 2025-XX APPROVING THE INTERLOCAL AGREEMENT WITH FLAGLER COUNTY FOR AIRPORT PROTECTION ZONING REGULATIONS**
9. **RESOLUTION 2025-XX APPROVING THE INTERLOCAL AGREEMENT WITH FLAGLER COUNTY FOR THE TRANSFER OF TRANSPORTATION IMPACT FEES FOR THE CORNERSTONE AT SEMINOLE WOODS DEVELOPMENT**
10. **RESOLUTION 2025-XX APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FEDERAL FISCAL YEAR (FFY) 2025 (FY 2025/26) ANNUAL ACTION PLAN**
11. **RESOLUTION 2025-XX AMENDING THE COMMERCIAL SOLID WASTE FRANCHISE FEES**

K. CONSENT

12. **RESOLUTION 2025-XX APPROVING A COOPERATIVE AGREEMENT WITH FLAGLER COUNTY FOR STORM DEBRIS REMOVAL AND MONITORING**
13. **RESOLUTION 2025-XX APPROVING THE GRANT AGREEMENT WITH FLORIDA INLAND NAVIGATION DISTRICT (FIND) FOR THE 2025 PALM COAST WATERWAY CLEANUP**
14. **RESOLUTION 2025-XX APPROVING A CONTRACT WITH NORTHEAST FLORIDA REGIONAL COUNCIL FOR THE DEVELOPMENT OF A COMMUNITY DRIVEN ECONOMIC DEVELOPMENT PLAN**
15. **RESOLUTION 2025-XX AMENDING THE AGREEMENT WITH PAYMENTUS CORPORATION REVISING THE MASTER SERVICES AGREEMENT FOR ELECTRONIC PAYMENT SERVICES**
16. **RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH**

**DIGITAL ECHO AND WORD WIZARDS, INC., FOR REMEDIATION SERVICES OF
DOCUMENTS IN ACCORDANCE WITH THE AMERICAN WITH DISABILITIES ACT**

- 17. RESOLUTION 2025-XX APPROVING PIGGYBACKING SOURCEWELL STATE OF MINNESOTA RFP #042021 WITH MOTOROLA SOLUTIONS**
- 18. RESOLUTION 2025-XX APPROVING A MASTER SERVICES AGREEMENT WITH POWERDMS BY NEOGOV FOR POLICY MANAGEMENT SOFTWARE**
- 19. RESOLUTION 2025-XX APPROVING THE PURCHASE OF A STORMWATER FLEXITRAX PIPE INSPECTION CAMERA SYTEM**
- 20. RESOLUTION 2025-XX APPROVING A WORK ORDER WITH CONNECT CONSULTING, INC., FOR THE EVALUATION, LIGHT REHABILITATION AND PUMP REPLACEMENT OF WELL SW-27**
- 21. RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH MULTIPLE FIRMS FOR WASTEWATER EMERGENCY TANK TRUCKING SERVICES**
- 22. RESOLUTION 2025-XX APPROVING A MASTER PRICE AGREEMENT WITH ALPHA GENERAL SERVICES, LLC FOR THE PURCHASE OF PEP TANKS AND RELATED COMPONENTS FOR THE INSTALLATION AND REPLACEMENT OF PEP TANKS THROUGHOUT THE CITY**

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

P. ADJOURNMENT

23. AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida
Agenda Item

Agenda Date: August 5, 2025

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: PROCLAMATION - AUGUST 7, 2025, AS PURPLE HEART DAY		
Presenter: Mayor and City Council		
Attachments: 1. Proclamation		
Background: The City of Palm Coast would like to proclaim August 7, 2025, as Purple Heart Day.		
Recommended Action: PROCLAIM AUGUST 7, 2025, AS PURPLE HEART DAY		

City of Palm Coast, Florida Agenda Item

Agenda Date: August 5, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: MINUTES OF THE CITY COUNCIL: JULY 15, 2025, BUSINESS MEETING JULY 22, 2025, WORKSHOP MEETING	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Minutes (2)	
Background:	
Recommended Action: APPROVE MINUTES OF THE CITY COUNCIL: JULY 15, 2025, BUSINESS MEETING JULY 22, 2025, WORKSHOP MEETING	

City of Palm Coast, Florida
Agenda Item

Agenda Date: August 5, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division		Account #
Subject:	APPOINT ONE MEMBER TO THE RESIDENTIAL DRAINAGE CITIZEN ADVISORY COMMITTEE	
Presenter:	Lynn Stevens, Deputy Director of Stormwater & Engineering	
Attachments:	1. Application (1)	
Background:	The Residential Drainage Citizen Advisory Committee was created through the adoption of Resolution 2024-33 and is composed of at least five (5) and no more than nine (9) Committee members, with two (2) alternate members. Each Committee member and alternate member shall be appointed, respectively, by the majority vote of the five (5) members of the City Council. The City received resignations from Committee Members Traci Domke and Mara Weurth in June 2025. The City has advertised the vacancies and received one application from Jessica Vorhees, who currently serves as an alternate member on the committee, and is seeking appointment as a Committee Member.	
Recommended Action:	APPOINT ONE MEMBER TO THE RESIDENTIAL DRAINAGE CITIZEN ADVISORY COMMITTEE	

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: ORDINANCE 2025-XX ESTABLISHING THE CREATION OF THE LIGHTHOUSE COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA STATUTES		
Presenter: Phong Nguyen, Senior Planner		
Attachments: 1. Ordinance 2. Petition 3. Business Impact Estimate		
Background: In 2019, City Council adopted Ordinance 2019-09 relating to the Marina Village MPD and further amended in 2023 by Ordinance 2023-12 amending the Marina Village MPD Development Agreement. In May 2025, the City of Palm Coast received a petition from Lighthouse Palm Coast Holdings to establish the creation of the Lighthouse Community Development District (CDD) pursuant to Chapter 190, Florida Statutes. Lighthouse Palm Coast Holdings, LLC, a Florida limited liability company, sent in the attached petition to create a CDD located entirely within the municipal boundaries of Palm Coast and covers approximately 67.73 +/- acres of land. The real property boundaries of the proposed CDD is generally located between Colbert Lane and Roberts Road. The proposed name of the CDD to be established is the Lighthouse Community Development District. Public Participation: The two required newspaper ads will run approximately two weeks prior to each of the two City Council public hearings. The Petitioner is also required to run four consecutive weekly newspaper ads advising the public of the second City Council public hearing.		
Recommended Action: ADOPT ORDINANCE 2025-XX ESTABLISHING THE CREATION OF THE LIGHTHOUSE COMMUNITY DEVELOPMENT DISTRICT PURSUANT TO CHAPTER 190, FLORIDA STATUTES		

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: ORDINANCE 2025-XX AIRPORT COMMERCE FIRE STATION 26 LAND EXCHANGE SMALL SCALE COMPREHENSIVE PLAN AMENDMENT - APPLICATION 6154		
Presenter: Michael Hanson, AICP, Planner		
Attachments: 1. Ordinance 2. Staff Report 3. Distant Aerial 4. Close Aerial 5. Existing Future Land Use Map 6. Proposed Future Land Use Map 7. Existing Zoning Map 8. Proposed Zoning Map 9. Boundary Survey 10. Application Cover Letter, Authorization of Owner 11. Traffic Report 12. Environmental Report 13. Approved Land Exchange Resolution 2024-106 14. Business Impact Estimate		
Background: This is a quasi-judicial item, please disclose any ex parte communication <u>Request:</u> This FLUM amendment has a companion zoning map amendment requesting the subject parcels to be rezoned as Light Industrial and Warehousing (IND-1), which is being concurrently heard with the small scale FLUM amendment. Bruce Moia, as agent for Palm Coast Future Investments LLC, is proposing to redesignate two adjacent lots comprising ±27.21 acres of vacant land located on the west side of Seminole Woods Boulevard from Institutional to Mixed Use as part of a land swap that the property owner performed with the City of Palm Coast (City) in order for the City to locate Fire Station #26 on the northwest quadrant of the Seminole Woods Boulevard and Airport Commerce Center Way intersection on parcels 17-12-31-0175-00000-0100 and 17-12-31-0175-00000-0110. The two lots that the property owner swapped with the City have the requested zoning district and FLUM designation and these applications are aimed at giving the property owner the same developmental rights as they had on their property that they swapped to the City in order for the City to site Fire Station #26. <u>Background:</u> The property owner purchased parcels 17-12-31-0175-00000-0100 and 17-12-31-0175-00000-0110 in April 2022, these properties are zoned IND-1 and designated Mixed		

Use on the City's FLUM. The City approached the property owner about a land swap in order to locate Fire Station #26 on the corner lot. The City owned the two adjacent properties to the north (the subject parcels) and after appraisal and approval from the City Council via Resolution 2024-106 swapped ownership of the parcels with the two parcels owned by the property owner going to the City and the two parcels adjacent to the north that were owned by the City going to the property owner. At this time the applicant is seeking to rezone and redesignate the properties that the property owner received to match the zoning and designation of the properties that they transferred to the City.

The applicant hosted a neighborhood meeting as required by Unified Land Development Code (LDC) Section 2.05.02 at 6:00 p.m. Monday June 16, 2025, in the conference room of the Best Western Hotel. The applicant also met the public notice requirements of LDC Section 2.05.03. Staff has not received further public participation regarding the project as of drafting this staff report.

PLDRB

The PLDRB heard this item at its regularly scheduled June 18, 2025, meeting after meeting due public notice. The PLDRB voted 6 – 0 in support of the requested FLUM amendment.

Recommended Action:

**THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD (PLDRB)
RECOMMEND THAT THE CITY COUNCIL FIND APPLICATION #6154 CONSISTENT
WITH THE COMPREHENSIVE PLAN AND APPROVE THE REQUESTED FUTURE LAND
USE MAP AMENDMENT FROM INSTITUTIONAL TO MIXED USE FOR THE ±27.21 ACRE
SITE**

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: ORDINANCE 2025-XX AIRPORT COMMERCE FIRE STATION 26 LAND EXCHANGE ZONING MAP AMENDMENT - APPLICATION 6151		
Presenter: Michael Hanson, AICP, Planner		
Attachments: 1. Ordinance 2. Staff Report 3. Distant Aerial 4. Close Aerial 5. Existing Future Land Use Map 6. Proposed Future Land Use Map 7. Existing Zoning Map 8. Proposed Zoning Map 9. Boundary Survey 10. Application Cover Letter, Authorization of Owner 11. Traffic Report 12. Environmental Report 13. Approved Land Exchange Resolution 2024-106 14. Business Impact Estimate		
Background: This is a quasi-judicial item, please disclose any ex parte communication. <u>Request:</u> This rezoning application has a companion small scale comprehensive plan amendment that amends the Future Land Use Map (FLUM) designation requesting the subject parcels to be redesignated as Mixed Use, which is being concurrently heard with the rezoning application. The rezoning application's approval is condition of the approval of the Future Land Use Amendment. Bruce Moia, as agent for Palm Coast Future Investments LLC, is proposing to rezone two adjacent lots comprising ±27.21 acres of vacant land located on the west side of Seminole Woods Boulevard from the Public-Semipublic (PSP) Zoning District to the Light Industrial and Warehousing (IND-1) Zoning District as part of a land swap that the property owner performed with the City of Palm Coast (City) in order for the City to locate Fire Station #26 on the northwest quadrant of the Seminole Woods Boulevard and Airport Commerce Center Way intersection on parcels 17-12-31-0175-00000-0100 and 17-12-31-0175-00000-0110. The two lots that the property owner swapped with the City have the requested zoning district and Future Land Use Designation and these applications are aimed at giving the property owner the same developmental rights as they had on the property that they swapped to the City in order for the City to site Fire Station #26. <u>Background:</u> The property owner purchased parcels 17-12-31-0175-00000-0100 and 17-12-		

31-0175-00000-0110 in April 2022, these properties are zoned IND-1 and designated Mixed Use on the FLUM. The City approached the property owner about a land swap in order to locate Fire Station #26 on the corner lot. The City owned the two adjacent properties to the north (the subject parcels) and after appraisal and approval from the City Council via Resolution 2024-106 swapped ownership of the parcels with the two parcels owned by the property owner going to the City and the two parcels adjacent to the north that were owned by the City going to the property owner.

Project Description: The property owner owns a business in Palm Bay that recycles off-site green yard debris such as trees and vegetation cleared when another property is developing. Rather than burning the yard debris which adds particulate matter to the air which drifts on the wind and can affect the air quality of neighboring property owners, they process the material through an industrial/commercial grade woodchipper/shredder that turns the yard waste into mulch, which they then sale to third parties. The applicant's request for the rezoning and associated FLUM amendment would allow them to develop the property the properties they acquired with this type of use, which is allowed under the IND-1 zoning district, or potentially any use that is allowed within the IND-1 Zoning District.

Public Participation: The applicant hosted a neighborhood meeting as required by Unified Land Development Code (LDC) Section 2.05.02 at 6:00 p.m. Monday June 16, 2025, in the conference room of the Best Western Hotel. The applicant also met the public notice requirements of LDC Section 2.05.03. Staff has not received further public participation regarding the project as of drafting this staff report.

PLDRB Meeting

The PLDRB heard this item at its regularly scheduled June 18, 2025, meeting after meeting due public notice. The PLDRB voted 6 – 0 in support of the requested rezoning.

Recommended Action:

THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD RECOMMENDS THAT THE CITY COUNCIL DETERMINE THE PROPOSED REZONING (APPLICATION NO. 6151) IS CONSISTENT WITH THE COMPREHENSIVE PLAN AND APPROVE THE PROPOSED REZONING OF ±27.21 ACRES FROM THE PSP ZONING DISTRICT TO THE IND-1 ZONING DISTRICT CONDITIONALLY UPON THE APPROVAL OF THE COMPANION FUTURE LAND USE MAP AMENDMENT

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: ORDINANCE 2025-XX 11 HARGROVE LANE ZONING MAP AMENDMENT - APPLICATION 6253		
Presenter: Michael Hanson, AICP, Planner		
Attachments: 1. Presentation 2. Ordinance 3. Staff Report 4. Distant Aerial 5. Close Aerial 6. Future Land Use Map 7. Existing Zoning Map 8. Proposed Zoning Map 9. Boundary Survey, Affidavit, Title Opinion 10. Application, Authorization of Owner, Sunbiz Documentation 11. Applicant Rezoning Analysis, and Proposed Water Usage Analysis 12. Hydrogeologist Email Correspondence 13. Traffic Memo, Transportation Email Correspondence 14. Environmental Report, Environmental Email Correspondence 15. Public Participation, Public Notice Package 16. Business Impact Estimate		
Background: This is a quasi-judicial item, please disclose any ex parte communication. <u>Request:</u> Curt Wimpée as agent for 15 Hargrove LLC, is proposing to rezone ±36.65 acres of vacant land located on the east side of Hargrove Lane from the Light Industrial and Warehousing (IND-1) Zoning District to the Heavy Industrial (IND-2) Zoning District in order for the property owner to develop the subject parcel with a proposed Concrete Batch Plant. <u>Background:</u> The property owner purchased the vacant subject property in July 2020 under the business identity of JB Gelman Companies, LLC. JB Gelman Companies, LLC's name was changed, via an articles of amendment to the articles of organization filed with the State of Florida, to 15 Hargrove LLC shortly after purchasing the property in 2020. The subject property is part of the Hargrove Industrial Park and is current zoned for IND-1 uses. It is designated as Industrial on the Future Land Use Map (FLUM). Previously the property owner had received a development order for luxury car garage condos and flex industrial spaces with a total of 221,365 square feet of floor area ratio under Application # 5530. This Development Order was scheduled to expire in February 2025 but was extended for one year via Extension Application # 6120, as such this development order		

is still active.

Project Description: Per discussion with the applicant the property owner is no longer considering developing the property with the approved Development Order and is instead requesting the rezoning in order to develop the property with a Concrete Batch Plant. Concrete Batch Plants are a specified heavy industrial use allowed within the IND-2 zoning district subject to the regulations provided by the Unified Land Development Code (LDC) Section 4.14 – Industrial Uses. This rezoning application is conceptual in nature, and if approved by the City Council the applicant will be required to submit for a Technical Site Plan prior to development to ensure compliance with the Comprehensive Plan, LDC, and any other local, state, or federal regulation or law. The actual size of the proposed Concrete Batch Plant will be determined during the Technical Site Plan Application. For the purposes of analyzing the potential for increases on traffic, the proposed use will be evaluated based on the approved square-footage of floor area ratio (221,365 square feet) from the active development order.

Public Participation: The applicant hosted a neighborhood meeting as required by Unified Land Development Code (LDC) Section 2.05.02 at 5:30 p.m. Thursday May 29th, 2025, in the meeting room of the Flagler County Public Library. The applicant also met the public notice requirements of LDC Section 2.05.03.

Six members of the public attended the neighborhood meeting. Issues of concern from the neighborhood meeting dealt with the potential amount of traffic on Hargrove Grade and Hargrove Lane, upkeep of the road due to increased industrial dump trucks and concrete mixers on the road, dust and particulate matter, and the potential for their property value to decrease.

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

Planning and Land Development Regulation Board Meeting:

The Planning and Land Development Regulation Board (PLDRB) reviewed this application at its regularly scheduled meeting at 5:30 PM on June 18th, 2025. After discussion of the request, the PLDRB voted 3 – 3 to recommend denial of the rezoning. After the failure of that motion, they voted 3 – 3 to recommend approval of the rezoning. The rezoning is forwarded to the City Council without a majority recommendation by the PLDRB.

RECOMMENDED ACTION:

THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD (PLDRB) VOTED 3 – 3 TO RECOMMEND DENIAL OF THE REZONING. AFTER THE FAILURE OF THAT MOTION, THEY VOTED 3 – 3 TO RECOMMEND APPROVAL OF THE REZONING. THE REZONING IS FORWARDED TO THE CITY COUNCIL WITHOUT A MAJORITY RECOMMENDATION BY THE PLDRB. THE COUNCIL MAY FIND APPLICATION #6253 CONSISTENT WITH THE COMPREHENSIVE PLAN, THE UNIFIED LAND DEVELOPMENT CODE, AND APPROVE THE REQUESTED ZONING MAP AMENDMENT FROM LIGHT INDUSTRIAL AND WAREHOUSING (IND-1) TO HEAVY INDUSTRIAL (IND-1)

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX APPROVING THE INTERLOCAL AGREEMENT WITH FLAGLER COUNTY FOR AIRPORT PROTECTION ZONING REGULATIONS		
Presenter: Michael Hanson, AICP, Planner		
Attachments: 1. Presentation 2. Resolution 3. Flagler County Ordinance 2025-01		
Background: This is a legislative item. The Florida Interlocal Cooperation Act of 1969 ("Act") as set forth in Section 163.01, Florida Statutes (F.S.) contemplates Interlocal Agreements between governmental entities. The purpose of the Act is to permit local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities. The purpose of this Interlocal Agreement is to provide a collaborative framework of airport zoning regulations to review proposed developments within airport hazard areas in relation to height and land use in incorporated areas of the City of Palm Coast and potential developments on airport property in the unincorporated area of Flagler County. The adoption of this Interlocal Agreement ensures compliance with the Section 333.03(1)b requiring the City of Palm Coast to adopt Airport Protection Zoning Regulations due to the underlying incorporated land that falls within a surface of the airport pursuant to the Code of Federal Regulations (CFR), more particularly 14 CFR part 77. The ILA invites Flagler County to provide comments during the development review of projects within airport hazard areas that are incorporated into the City of Palm Coast to determine whether or not the proposed height or use would present an airspace obstruction. There is a permitting process as outlined in Section 333.025, F.S. Flagler County shall notify the City of projects at the airport and allow the City to provide comments on projects that expand the airport surfaces within 14 CFR part 77 or increase the noise generated by airport operations beyond the established Airport Master Plan. Additionally, the City shall be able to review projects that effect how the airport protection zoning regulations are applied or any proposed amendments to the airport zoning regulations.		

Recommended Action:

**ADOPT RESOLUTION 2025-XX APPROVING THE INTERLOCAL AGREEMENT WITH
FLAGLER COUNTY FOR AIRPORT PROTECTION ZONING REGULATIONS**

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX APPROVING THE INTERLOCAL AGREEMENT WITH FLAGLER COUNTY FOR THE TRANSFER OF TRANSPORTATION IMPACT FEES FOR THE CORNERSTONE AT SEMINOLE WOODS DEVELOPMENT		
Presenter: Phong Nguyen, Senior Planner		
Attachments: 1. Presentation 2. Resolution 3. Interlocal Agreement		
Background: The Florida Interlocal Cooperation Act of 1969 ("Act") as set forth in Florida Statutes Section 163.01 contemplates Interlocal Agreements between governmental entities. The purpose of the Act is to permit local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities. The purpose of this Interlocal Agreement is to provide for the transfer of collected transportation impact fees from commercial construction – paid at the time of permit issuance – occurring within the Cornerstone at Seminole Woods development (as platted at Map Book 42, Pages 44 through 46, Public Records of Flagler County, Florida) in unincorporated Flagler County to the City of Palm Coast. The imposition of the transportation impact fee – together with the other impact fees due and payable to the County – is legally justified as provided in Section 163.31801, Florida Statutes, along with the County's Comprehensive Impact Fee Ordinance, as adopted through Ordinance No. 2021-09 on December 6, 2021. The County desires to provide the City with the collected transportation impact fees from the Cornerstone at Seminole Woods development for the City's use improving the South portion of the intersection of Moody Boulevard (also known as State Road 100) and Seminole Woods Boulevard (hereafter referred to as the "Seminole Woods Boulevard Intersection Improvements"). The County has determined that the use of the County's collected transportation impact fees for the Seminole Woods Boulevard Intersection Improvements satisfies the statutory requirement that the expenditure of collected impact fees is reasonably connected to, or has a rational nexus with, the increased transportation impact generated by the Cornerstone at		

Seminole Woods development.

The County and the City mutually agree that the City is best suited to expend these funds in a manner which satisfies the requirements of Section 163.31801, Florida Statutes, along with the County's Comprehensive Impact Fee Ordinance. The County and the City believe that it is in their common and collective best interests to enter into this Interlocal Agreement.

The County shall, within thirty (30) days of the Effective Date of this Interlocal Agreement, remit to the City the full amount of the Transportation Impact Fee collected within and as part of the Cornerstone at Seminole Woods development, minus any administrative fee retained by the County associated with the collection of the Transportation Impact Fee. Further, the Agreement stipulates how the City can expend the Transportation Impact Fees transferred to the City.

Recommended Action:

**ADOPT RESOLUTION 2025-XX APPROVING THE INTERLOCAL AGREEMENT WITH
FLAGLER COUNTY FOR THE TRANSFER OF TRANSPORTATION IMPACT FEES FOR
THE CORNERSTONE AT SEMINOLE WOODS DEVELOPMENT**

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FEDERAL FISCAL YEAR (FFY) 2025 (FY 2025/26) ANNUAL ACTION PLAN		
Presenter: Jose Papa, AICP, Senior Planner and Jacqueline Gonzalez, Site Development Coordinator I		
Attachments: 1. Resolution 2. Draft Action Plan		
Background: <u>UPDATED BACKGROUND FROM THE JULY 22, 2025, WORKSHOP MEETING:</u> City Council received a presentation on this item at the July 22, 2025, Workshop Meeting. No changes have been made to the item. <u>ORIGINAL BACKGROUND FROM THE JULY 22, 2025, WORKSHOP MEETING:</u> The Community Development Block Grant (CDBG) Program started in 1974 in order to provide funding for housing and community development activities. The activities or programs funded by CDBG funds must meet one of the following the National Objectives: 1) Benefit low- and moderate-income persons or area (LMI/LMA) 2) Prevent or eliminate slum or blight 3) Address urgent community development needs (Emergency) As an entitlement community, the City of Palm Coast is eligible to receive an annual allocation from the Department of Housing and Urban Development (HUD). Historically, CDBG funds have been used for various community development activities such as: • Housing Programs, • Public Services (Limited to 15% of Grant), • Public Infrastructure/Facilities (In Qualified Areas based on Census or benefits area 51% or greater LMI Area), • Economic Development, and • Planning/Administration/Monitoring of the Program (limited to 20% of allocation). In the City of Palm Coast, CDBG funds have been used to fund the following activities: • Housing rehabilitation of owner-occupied units, • Financial assistance for first-time homebuyers, • Public Services (including summer camp or emergency utility assistance),		

- Public Infrastructure (Multi-use paths), and
- Planning/Administration/Monitoring of the program.

In order to receive CDBG funds, an entitlement community is required to complete a Consolidated Plan/Strategic Plan, and Annual Action Plan. The Consolidated Plan is designed to provide a unified vision for community development actions to meet CDBG goals of decent housing, suitable living environment, & expanded economic opportunities. The Strategic Plan is an outlay of expected actions and programs to address City needs as consistent with the national objectives and the Annual Action Plan describes the intended use of CDBG funds over the coming year.

The City is to receive \$462,211 in CDBG funds for FFY 2025 (FY 25/26). Consistent with prior years, the following activities are proposed to be funded in the upcoming fiscal year:

- Financial assistance to homeowners for home repairs,
- Financial assistance for first-time homebuyers,
- Provide summer camp program assistance,
- Provide grant opportunity for public service providers, and
- Compliance activities for the CDBG program.

In summary, the proposed allocation for FFY 2025 is as follows:

ACTIVITY	Allocation
Housing Assistance Activities	
Financial Assistance for Home Repair Owner-Occupied Unit	\$307,880
First-time homebuyers Program	\$50,000
Public Service Activities (Max. 15% of annual allocation)	\$69,331
Public Service Grant Program	\$34,331
City Summer Camp Program	\$35,000
Planning and Administration	\$35,000
TOTAL ALLOCATION FOR FFY-2024 (FY 2024/25)	\$462,211

Recommended Action:
THE CITIZENS ADVISORY TASK FORCE (CATF) RECOMMENDS CITY COUNCIL
APPROVE THE CDBG-ANNUAL ACTION PLAN FOR FFY 2025

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	PUBLIC WORKS	Amount	N/A
Division	SOLID WASTE	Account #	N/A
Subject: RESOLUTION 2025-XX AMENDING THE COMMERCIAL SOLID WASTE FRANCHISE FEES			
Presenter: Matthew Mancill, Director of Public Works			
Attachments: 1. Resolution			
Background: Council Priority: A. Strong Resilient Economy Following the Commercial Solid Waste Franchise Fee Analysis presented to council on June 24, 2025, City Council desires to increase the franchise fee and clarify other areas of commercial solid waste to be also included under the fee. The monthly Franchise Fee is to be increased to 15% gross revenues billed monthly and shall be paid to the City for commercial solid waste collection. The Franchise Fee is applicable for all service categories under commercial solid waste collection which includes but is not limited to construction and demolition debris, recycling, and vegetative debris collectors/haulers.			
Recommended Action: ADOPT RESOLUTION 2025-XX AMENDING THE COMMERCIAL SOLID WASTE FRANCHISE FEES			

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	PUBLIC WORKS	Amount	OVER \$50K
Division		Account #	EMERGENCY FUND 2103
Subject: RESOLUTION 2025-XX APPROVING COOPERATIVE PURCHASING AGREEMENTS FOR STORM DEBRIS REMOVAL AND MONITORING			
Presenter: Matthew Mancill, Director of Public Works			
Attachments: 1. Resolution 2. Contracts (6): http://www.palmcoastgov.com/files/share/sent/09ee557f-6c16-4ec5-98f4-4ba0093a98c1			
Background: Council Priority: B. Safe and Reliable Services Flagler County solicited a multi-agency/cooperative purchasing agreement RFP for storm debris removal and monitoring on behalf of the government entities. City staff is seeking approval to enter the cooperative purchasing agreements to broaden resources during storm events. Hurricanes and other natural disasters can generate unprecedented amounts of debris creating unsafe conditions on our City's public roadways. Consequently, debris removal becomes a high priority following a disaster. In these situations, the City and its contracted residential waste provider have limited resources (staff and equipment) to devote to the increased demand. Therefore, experienced disaster recovery debris contractors play a significant role in the debris removal, collection, reduction and disposal process. These contractors can assemble sufficient resources to remove large volumes of disaster-generated debris from a large area in a timely and cost-effective manner, and lawfully dispose of all debris according to local, State, and Federal environmental requirements and in accordance with applicable regulations of the Federal Emergency Management Agency (FEMA).			
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING COOPERATIVE PURCHASING AGREEMENTS FOR STORM DEBRIS REMOVAL AND MONITORING			

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	PUBLIC WORKS	Amount	\$5,000
Division		Account #	2104 Fund
Subject: RESOLUTION 2025-XX APPROVING THE GRANT AGREEMENT WITH FLORIDA INLAND NAVIGATION DISTRICT (FIND) FOR THE 2025 PALM COAST WATERWAY CLEANUP			
Presenter: Matthew Mancill, Director of Public Works			
Attachments: 1. Resolution 2. Grant Agreement			
Background: Council Priority: C. Civic Engagement The Florida Inland Navigation District (FIND) has made available to the City of Palm Coast, a grant for the 2025 Palm Coast Waterway Cleanup program. The event will be held Saturday, September 20. The start location will be the Community Center with volunteer teams branching out to Linear Trail to St. Joe's Walkway and other locations along the Intracoastal Waterway. The projected expenditure for the program is a total of \$5,000.00 which includes attire and supplies needed for cleanup. The City Council of the City of Palm Coast is being requested to approve the terms and conditions as well as execute the grant agreement with FIND.			
Recommended Action: RESOLUTION 2025-XX APPROVING THE GRANT AGREEMENT WITH FLORIDA INLAND NAVIGATION DISTRICT (FIND) FOR THE 2025 PALM COAST WATERWAY CLEANUP			

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: RESOLUTION 2025-XX APPROVING A CONTRACT WITH NORTHEAST FLORIDA REGIONAL COUNCIL FOR THE DEVELOPMENT OF A COMMUNITY DRIVEN ECONOMIC DEVELOPMENT PLAN	
Presenter: Lauren Johnston, Acting City Manager	
Attachments: 1. Resolution 2. Contract	
Background: The Northeast Florida Regional Council will develop the City of Palm Coast's Community Driven Economic Development Vision Plan. Through a robust community engagement process, the plan will focus on developing the community's economic development vision for the future that can help maintain the city's quality of life and address the need for increased development. The Vision Plan will also integrate a review of existing city plans, including Prosperity 2021, the 2050 Comprehensive Plan Economic Development Element, the Target Industry Feasibility Study, and the National Community Survey Report, to identify areas of alignment and ensure coherence and integration with ongoing initiatives.	
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING A CONTRACT WITH NORTHEAST FLORIDA REGIONAL COUNCIL FOR THE DEVELOPMENT OF A COMMUNITY DRIVEN ECONOMIC DEVELOPMENT PLAN	

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department FINANCIAL SERVICES Division	Amount Account #
Subject: RESOLUTION 2025-XX AMENDING THE AGREEMENT WITH PAYMENTUS CORPORATION REVISING THE MASTER SERVICES AGREEMENT FOR ELECTRONIC PAYMENT SERVICES	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Resolution 2. Amendment (Available in the City Clerk's Office)	
Background: Council Priority: B. Safe and Reliable Services The City of Palm Coast and Paymentus Corporation entered into the agreement for electronic bill payment services on February 20, 2025, and desire to amend the Agreement to update the Cost Sheet Option #1 User Paid fee model. The Amendment updates the fee schedule for Utility Billing Payment Services and allows for ACH (e-Check) auto-pay payments to be absorbed by the Utility Fund, while keeping all one-time payments and auto-pay with credit card payments under the non-absorbed fee schedule.	
Recommended Action: ADOPT RESOLUTION 2025-XX AMENDING THE AGREEMENT WITH PAYMENTUS CORPORATION REVISING THE MASTER SERVICES AGREEMENT FOR ELECTRONIC PAYMENT SERVICES	

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	COMMUNITY DEVELOPMENT	Amount	As needed
Division	PLANNING	Account #	City-wide multiple
Subject: RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH DIGITAL ECHO AND WORD WIZARDS, INC., FOR REMEDIATION SERVICES OF DOCUMENTS IN ACCORDANCE WITH THE AMERICAN WITH DISABILITIES ACT			
Presenter: Virginia Smith, Land Management Administrator			
Attachments: 1. Resolution 2. Master Services Agreements 3. Notice of Intent to Award 4. Project Overview			
Background: In April 2024, the Department of Justice (DOJ) updated the ADA Title II regulations requiring these entities to ensure their online content and mobile apps conform with WCAG 2.1 Level AA standards. The City of Palm Coast is a Title II agency. The regulation requires that any government entity over 50,000 in population has until April 24, 2026, to meet the requirements of website and mobile apps to be complying with the new regulation. Staff, citywide, has been training in remediation of public facing documents, along with website compliance. For website compliance, the GIS site is 87% in compliance; the Economic Development site is 77% compliant and the overall City website is at 70% compliant. Since April of 2024, as staff prepared public facing documents, it was realized the overall hours spent on learning, remediating or creating in compliance far exceeded the time anticipated to remediate or create these documents to be compliant in-house. Also, there are extraordinary documents, for example, the City's budget, Annual Comprehensive Financial Report and the City's Technical Manual, etc., that will require additional assistance to meet the ADA WCAG 2.1 Level AA standards. In May 2025, City staff advertised RFP-CD-25-52 for ADA Remediation Services/Training. There were five bids received, four were deemed responsive and responsible. The Evaluation Committee reviewed and ranked the proposals in accordance with the RFP criteria and City Purchasing Policy and Procedures. After thorough evaluation, Digital Echo and Word Wizards, Inc. was identified as the highest-rated bidders. Staff recommends entering into Agreements with the top two vendors. These remediation services will be utilized citywide for document remediation, on an as-needed basis. Each department will be using funds appropriated from the individual			

budgets.

The cost for remediation services is as follows for the two bidders:

Digital Echo

Regular Content Pages - \$6.00 per page or \$45 per hour

Form Pages - \$18 per page or \$45 per hour

Desktop publishing and various design or consulting services - \$145 per hour

Word Wizards, Inc.

Pages - \$11.50/\$12.50 per page (Text/OCR)

Creating forms - \$165 per hour

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH DIGITAL ECHO AND WORD WIZARDS, INC., FOR REMEDIATION SERVICES OF DOCUMENTS IN ACCORDANCE WITH THE AMERICAN WITH DISABILITIES ACT

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	PUBLIC SAFETY	Amount	\$43,989.82
Division	FIRE	Account #	65020071-064000
Subject: RESOLUTION 2025-XX APPROVING PIGGYBACKING SOURCEWELL STATE OF MINNESOTA RFP #042021 WITH MOTOROLA SOLUTIONS			
Presenter: Kyle Berryhill, Fire Chief			
Attachments: 1. Resolution 2. Quote			
Background: Each fire station is equipped with a fire station alerting system. Fire station alerting systems are specialized communication and automation platforms designed to rapidly notify firefighters of emergency incidents. In Flagler County, the alerting system is integrated with the dispatch center to deliver real-time alerts through tones, phone app notifications, and digital displays. This system reduces response time and improves responder situational awareness. This item is to provide a recommended upgrade to the station alerting system by purchasing radios that back-up to the existing system and act as a fail-safe to ensure station alerting functions as designed. The funding for this item was saved for items such as this in the emergency communications fund. Budget projections will be updated if this item is approved by Council.			
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING PIGGYBACKING SOURCEWELL STATE OF MINNESOTA RFP #042021 WITH MOTOROLA SOLUTIONS			

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	HUMAN RESOURCES	Amount	\$75,750.75
Division		Account #	65052525-051020
Subject: RESOLUTION 2025-XX APPROVING A MASTER SERVICES AGREEMENT WITH POWERDMS BY NEOGOV FOR POLICY MANAGEMENT SOFTWARE			
Presenter: Renina Fuller, Director of Human Resources			
Attachments: 1. Resolution 2. Contract 3. Notice of Intent to Award			
Background: As an employer, we are responsible for providing clear policies and procedures to our employees. To ensure these documents are consistently reviewed and acknowledged, we are implementing a policy management software system. This tool will enable us to efficiently update policies, distribute them organization-wide, and track employee acknowledgments. Additionally, the software provides documented proof of employee sign-off, which is essential in cases of wrongful termination claims, administrative investigations, or legal action from citizens. City staff advertised a request for proposal (RFP-HR-24-61) to implement a policy management software system. Staff reviewed 3 bids and selected POWERDMS By NEOGOV. The initial cost for implementation this year is \$23,460.50 and a total of \$75,750.75 for the three-year period.			
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING A MASTER SERVICES AGREEMENT WITH POWERDMS BY NEOGOV FOR POLICY MANAGEMENT SOFTWARE			

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount	\$86,731.59																		
Division		Account #	54205511-064000																		
Subject: RESOLUTION 2025-XX APPROVING THE PURCHASE OF A STORMWATER FLEXITRAX PIPE INSPECTION CAMERA SYTEM																					
Presenter: Lynn Stevens, Deputy Director of Stormwater & Engineering																					
Attachments: 1. Resolution 2. Proposal																					
Background: Council Priority: D. Sustainable Environment and Infrastructure Staff has identified the need to purchase a flexitrax pipe inspection camera system for in-house pipe inspections. Performing inspections in-house will save time and cost. A request for proposals was published on GovSpend. Staff received no response and will utilize existing piggyback contract SC06-24 for this purchase. The total amount of spend for this equipment is \$86,731.59. Funds for this project are budgeted out of the Stormwater Engineering Fund for FY 2025.																					
<table><tr><td colspan="2">Source of Funds Worksheet FY 25</td><td></td></tr><tr><td>Stormwater Maintenance</td><td>54205511-064000</td><td>\$125,234.00</td></tr><tr><td>Total Epended/Encumbered to Date</td><td></td><td>\$4,999.00</td></tr><tr><td>Pending Work Orders/Contracts</td><td></td><td>\$20,927.36</td></tr><tr><td>Current (WO/Contract)</td><td></td><td>\$86,731.59</td></tr><tr><td>Balance</td><td></td><td>\$12,576.05</td></tr></table>				Source of Funds Worksheet FY 25			Stormwater Maintenance	54205511-064000	\$125,234.00	Total Epended/Encumbered to Date		\$4,999.00	Pending Work Orders/Contracts		\$20,927.36	Current (WO/Contract)		\$86,731.59	Balance		\$12,576.05
Source of Funds Worksheet FY 25																					
Stormwater Maintenance	54205511-064000	\$125,234.00																			
Total Epended/Encumbered to Date		\$4,999.00																			
Pending Work Orders/Contracts		\$20,927.36																			
Current (WO/Contract)		\$86,731.59																			
Balance		\$12,576.05																			
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING THE PURCHASE OF A STORMWATER FLEXITRAX PIPE INSPECTION CAMERA SYTEM																					

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	WATER AND WASTEWATER UTILITY	Amount	\$77,900.00										
Division		Account #	54029088 063000 81019										
Subject: RESOLUTION 2025-XX APPROVING A WORK ORDER WITH CONNECT CONSULTING, INC., FOR THE EVALUATION, LIGHT REHABILITATION AND PUMP REPLACEMENT OF WELL SW-27													
Presenter: Peter Roussell, Utility Deputy Director													
Attachments: 1. Resolution 2. Contract 3. Proposal													
Background: SW-27 is a public water supply well that supplies raw water to Water Treatment Plant #1. This well has been identified to need rehabilitation because of a decrease in specific capacity and pump replacement. This well was originally constructed as screen filter packed into the confined surficial aquifer. Connect Consulting will provide hydrogeological services and engage a well driller to rehabilitate the well using hydrochloric acid and high-pressure jetting in combination with air lift inductor to redevelop the well and clean the accumulated calcium off the well screen. Under the existing contract RFSQ-SWE-25-15, staff negotiated a scope and fee not-to-exceed \$77,900 with Connect Consulting, Inc., for proposal project 101.52. Funds for this project have been budgeted for out of FY 2025 Utility Capital Projects-Improvements-Wellfield and Wells account. <table><tr><td>Improvements – Wellfield and Wells 54029088 063000 81019</td><td>\$2,675,000.00</td></tr><tr><td>Total Expended/Encumbered to Date</td><td>\$1,338,425.13</td></tr><tr><td>Pending Work Orders/Contracts</td><td>\$0.00</td></tr><tr><td>Current (WO/Contract)</td><td><u>\$77,900.00</u></td></tr><tr><td>Balance</td><td>\$1,258,674.87</td></tr></table>				Improvements – Wellfield and Wells 54029088 063000 81019	\$2,675,000.00	Total Expended/Encumbered to Date	\$1,338,425.13	Pending Work Orders/Contracts	\$0.00	Current (WO/Contract)	<u>\$77,900.00</u>	Balance	\$1,258,674.87
Improvements – Wellfield and Wells 54029088 063000 81019	\$2,675,000.00												
Total Expended/Encumbered to Date	\$1,338,425.13												
Pending Work Orders/Contracts	\$0.00												
Current (WO/Contract)	<u>\$77,900.00</u>												
Balance	\$1,258,674.87												
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING A WORK ORDER WITH CONNECT CONSULTING, INC., FOR THE EVALUATION, LIGHT REHABILITATION AND PUMP REPLACEMENT OF WELL SW-27													

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	WATER AND WASTEWATER UTILITY	Amount	AS NEEDED
Division		Account #	54019099 034000
Subject:	RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH MULTIPLE FIRMS FOR WASTEWATER EMERGENCY TANK TRUCKING SERVICES		
Presenter:	James Melley , Utility Manager		
Attachments:	1. Resolution 2. Draft Contracts 3. Notice of Intent to Award 4. Project Overview		
Background: Council Priority: B. Safe and Reliable Services	During times of extreme wet weather or abnormal events, such as tropical storms, hurricanes, or tornadoes, it may become necessary for the City to supplement the City tank truck fleet with outside contractors to assist the Wastewater Collection System with, pumping of excess inflow/infiltration of ground and surface water and reduce the possibility of sanitary sewer overflows in the wastewater collection and pumping system. In accordance with the City's Purchasing Policy, City staff advertised and solicited bids for wastewater emergency tank trucking services on an as needed basis. The city received six bids from qualified vendors to provide emergency wastewater tank trucking services as needed. These agreements are part of the City's ongoing preparedness strategy to ensure timely and reliable response to wastewater system failures, extreme weather events, or other emergencies requiring rapid wastewater transport. The bid overview and notice of intent to award are attached. Staff recommends City Council to approve master service agreements with EnviroServe, Inc., EnviroWaste Services Group, Inc., MEEKS Plumbing, All Daytona Septic Tank Service, Inc., Flagler Septic, and Gulf Coast Underground, LLC. The services will be utilized as needed and, in a way, most advantageous to the city.		
Recommended Action:	ADOPT RESOLUTION 2025-XX APPROVING MASTER SERVICES AGREEMENTS WITH MULTIPLE FIRMS FOR WASTEWATER EMERGENCY TANK TRUCKING SERVICES		

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 5, 2025

Department	WATER AND WASTEWATER UTILITY	Amount	AS NEEDED
Division		Account #	54029082 063000 82001
Subject: RESOLUTION 2025-XX APPROVING A MASTER PRICE AGREEMENT WITH ALPHA GENERAL SERVICES, LLC FOR THE PURCHASE OF PEP TANKS AND RELATED COMPONENTS FOR THE INSTALLATION AND REPLACEMENT OF PEP TANKS THROUGHOUT THE CITY			
Presenter: James Melley, Utility Manager			
Attachments: 1. Resolution 2. Notice of Intent to Award 3. Project Overview			
Background: Council Priority: D. Sustainable Environment and Infrastructure The City’s Utility Department, Wastewater Collection, the City's Utility Wastewater Collections department requests approval of contract #ITB-UT-25-53 with Alpha General Services, LLC. This Agreement may be renewed for two (2) successive periods not to exceed one (1) year each. Staff recommends that the City approve a master price agreement with Alpha General Services, LLC. for PEP tank assemblies based on the City of Palm Coast bid ITB-UT-25-53. The notice of intent to award, project bid overview and contracts are attached to this agenda item. City staff will purchase using budgeted funds appropriated by City Council. The Fiscal Year 2025 Budget includes available funding within the Utility Capital Fund- to purchase these new tank assemblies. These assemblies will be purchased on an as needed basis.			
SOURCE OF FUNDS WORKSHEET			
PEP SERVICE INSTALLS		\$5,250,000.00	
Total Expended/Encumbered		\$3,716,435.89	
Pending Work Orders/Contracts		\$0.00	
Current W/O Contract		\$0.00	
Balance		\$1,533,564.11	

Recommended Action:

ADOPT RESOLUTION 2025-XX APPROVING A MASTER PRICE AGREEMENT WITH ALPHA GENERAL SERVICES, LLC FOR THE PURCHASE OF PEP TANKS AND RELATED COMPONENTS FOR THE INSTALLATION AND REPLACEMENT OF PEP TANKS THROUGHOUT THE CITY