



City of Palm Coast
Agenda
City Council Special
Business Meeting -
Tentative Budget

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

Mayor David Alfin
Vice Mayor Ed Danko
Council Member Nick Klufas
Council Member Theresa Pontieri

Thursday, September 5, 2024

5:15 p.m.

City Hall - Community Wing

City Staff

Lauren Johnston, Acting City Manager

Marcus Duffy, City Attorney

Kaley Cook, City Clerk

- Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
- Other matters of concern may be discussed as determined by City Council.
- If you wish to obtain more information regarding the City Council's agenda, please contact the City Clerk's Office at 386-986-3713.
- In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a reasonable accommodation to participate in any of these proceedings or meeting should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.
- City Council Meetings are streamed live on YouTube at <https://www.youtube.com/user/PalmCoastGovTV/live>.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while Council is in session.
- Any person who decides to appeal any decision of the City Council with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

A. CALL TO ORDER

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

C. ROLL CALL

D. PUBLIC PARTICIPATION

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. And pursuant to the City Council's Meeting Policies and Procedures:

- (1) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (2) 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.

(3) When addressing the City Council on specific, enumerated Agenda items, speakers shall:

(a) direct all comments to the Mayor;

(b) make their comments concise and to the point;

(c) not speak more than once on the same subject;

(d) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;

(e) obey the orders of the Mayor or the City Council; and

(f) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.

(4) 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. PRESENTATIONS

- 1. PRESENTATION - FINAL PROPOSED FISCAL YEAR 2024-2025 BUDGET AND REVISED FISCAL YEAR 2023-2024 BUDGET**

RECESS CITY COUNCIL AND CONVENE THE SR 100 CORRIDOR CRA BOARD

F. SR 100 CORRIDOR CRA RESOLUTIONS

- 2. STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY (SR100 CRA) RESOLUTION 2024-XX ADOPTING THE SR 100 CORRIDOR CRA TENTATIVE BUDGET FOR FISCAL YEAR 2024-2025 AND AMENDING THE STATE ROAD 100 CORRIDOR CRA BUDGET FOR FISCAL YEAR 2023-2024**

ADJOURN THE SR 100 CORRIDOR CRA BOARD AND RECONVENE CITY COUNCIL

G. CITY RESOLUTIONS

- 3. RESOLUTION 2024-XX APPROVING SETTING THE TENTATIVE MILLAGE RATE (TRIM) FOR THE FISCAL YEAR 2024-2025**
- 4. RESOLUTION 2024-XX ESTABLISHES THE TENTATIVE BUDGET FOR THE FISCAL YEAR 2024-2025 AND AMENDS THE FISCAL YEAR 2023-2024 BUDGET**

H. PUBLIC PARTICIPATION

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

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

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

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

L. ADJOURNMENT

AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: September 5, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: PRESENTATION - PROPOSED FISCAL YEAR 2024-2025 BUDGET AND REVISED FISCAL YEAR 2023-2024 BUDGET	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Presentation	
Background: <p>City Council adopted the Fiscal Year 2024 Budget on the 20th day of September 2023, in the amount of \$357,748,234 – Resolution 2023-110.</p> <p>At the April 23, 2024, Special Budget Workshop, City Council was presented with the Year-to-Date Budget results for operating department budgets, for Fiscal Year 2024 October through March.</p> <p>On June 25, 2024, City Council was presented with an overview of the revenue restrictions and of the process for adopting the Property Tax (TRIM) rate to prepare the Fiscal Year 2025 TRIM rate in September.</p> <p>On July 9, 2024, City Council was presented the Fiscal Year 2025 General Fund, IT Operations, and Facilities Budget, and an overview of the TRIM rate options. As discussed, staff is proposing a maximum millage rate of 4.2570 mills, which is an 8.29% increase from the rolled-back rate of 3.9457 mills, and the first budget hearing to be held at 5:15 p.m. on Thursday, September 5, 2024, at the Palm Coast City Hall Community Wing, located at 160 Lake Ave, Palm Coast.</p> <p>Local governments must conform to the maximum millage limitation requirements as outlined in Section 200.065(5), F.S. within 35 days of the certification of value, the City of Palm Coast must inform the property appraiser of the current year’s proposed millage rate and the first budget hearing date and location which will be advertised on the Notice of Proposed Property Taxes (TRIM notice) that the property appraiser mails.</p> <p>On July 16, 2024, Council adopted Resolution 2024-107 setting the Proposed Maximum Millage Rate for Fiscal Year 2025 at 4.2154 and setting the date, time, and location for the Tentative Budget Hearing for September 5, 2023, at 5:15 PM at the Palm Coast City Hall Community Wing, 160 Lake Ave, Palm Coast, Florida.</p> <p>On July 23, 2024, City Council was presented the Proprietary Funds Budget for Fiscal Year 2025.</p>	

On August 13, 2024, staff presented to City Council the Capital, Internal Services, Special Revenue Funds, & Proposed Budget for All Remaining Funds for Fiscal Year 2025.

On August 27, 2024, the Final Proposed Fiscal Year 2025 Budget for all appropriated funds was presented to City Council by staff.

City Council will now be presented with the proposed Fiscal Year 2024-2025 Budget for all appropriated funds.

**Recommended Action:
FOR PRESENTATION ONLY**



Fiscal Year 2025 Budget Hearing Final Proposed Budget Thursday, September 05, 2024

Helena P. Alves, CGFO, CIA, MBA
Financial Services Director

Gwen E. Ragsdale, MBA
Budget and Procurement Manager

- General Fund
- Proprietary Funds
- Special Revenue Funds
- Capital Funds
- Internal Service Funds
- TRIM (Truth In Millage)



	Fiscal Year					Percentage Change
	Actual 2023	Adopted(A) 2024	Estimated 2024	Proposed(P) 2025	2024(A)-2025(P) Change	
Ad Valorem Tax (Property Taxes)	\$ 33,406,006	\$ 35,238,673	\$ 35,248,673	\$ 39,553,328	\$ 4,314,655	
Half Cent Sales Tax	4,408,831	4,115,734	4,115,734	4,368,055	252,321	
Communication Services Tax	2,659,409	2,808,820	2,808,820	2,950,151	141,331	
State Revenue Sharing	1,206,326	1,291,225	1,291,225	1,347,605	56,380	
Other Taxes	1,199,244	855,000	1,036,961	1,117,425	262,425	
Permits and Fees	1,963,091	1,749,100	1,730,700	1,788,700	39,600	
Fines and Forfeitures	617,782	592,778	625,278	645,278	52,500	
Charges for Services	591,605	485,001	560,451	572,116	87,115	
Charges for Services - Parks and Recreation	2,287,867	2,293,000	2,338,000	2,423,000	130,000	
Charges for Services - Internal Services	3,743,848	3,963,489	3,963,489	3,652,122	(311,367)	
Other Revenue	1,907,806	233,457	1,126,030	340,603	107,146	
Intergovernmental Revenue -Grants	17,144	17,388	79,388	52,086	34,698	
Transfers - Paid in Lieu of Taxes	1,253,750	1,357,714	1,253,750	1,322,554	(35,160)	
Transfers from Other Funds	14,707	12,217	20,000	25,000	12,783	
Appropriated Fund Balance	-	875,000	3,175,000	1,033,650	158,650	
Total General Fund Revenue	\$ 55,277,416	\$ 55,888,596	\$ 59,373,499	\$ 61,191,673	\$ 5,303,077	9.5%

Millage Allocated to General Fund:

FY 2024 Adopted Millage Rate = 4.2570 – Allocated to General Fund 4.1942

FY 2025 Proposed Millage Rate = 4.1893 – Allocated to General Fund 4.1339

	Fiscal Year				
	Adopted(A) 2024	Estimated 2024	Proposed(P) 2025	2024(A)-2025(P) Change	Percentage Change
City Council	\$ 360,418	\$ 383,918	\$ 402,283	\$ 41,865	
City Manager and City Clerk's Office	1,226,264	1,266,264	1,464,377	238,113	
City Attorney	685,254	713,681	670,000	(15,254)	
Communications and Marketing	622,399	622,399	738,885	116,486	
Human Resources	1,042,786	1,063,378	1,235,945	193,159	
Financial Services	1,997,065	1,997,065	2,164,343	167,278	
Construction Management & Engineering	1,445,586	1,455,644	1,332,745	(112,841)	
Economic Development	530,219	368,494	646,999	116,780	
Planning	2,836,704	2,836,704	3,127,789	291,085	
Code Enforcement	3,573,325	3,573,325	3,699,714	126,389	
Business Tax	248,677	248,677	214,815	(33,862)	
Public Safety - Fire	13,130,018	13,378,538	14,412,821	1,282,803	
Public Safety - Flagler County Sheriff's Contract	7,363,929	7,363,929	8,996,489	1,632,560	
Public Works Streets Maintenance	9,113,976	9,113,976	9,849,227	735,251	
Parks, Recreation and Parks Maintenance	8,541,167	8,529,809	9,047,855	506,688	
Non-Departmental	3,170,809	6,457,698	3,187,386	16,577	
Total General Fund Expenses	\$ 55,888,596	\$ 59,373,499	\$ 61,191,673	\$ 5,303,077	9.5%

Additional Personnel for FY 2025:
Public Works Streets Maintenance – 1 FTE

	Adopted(A) 2024	Estimated 2024	Proposed(P) 2025	Fiscal Year 2024(A)-2025(P) Change	Percentage Change
Water and Wastewater Fund	\$ 60,594,831	\$ 63,914,328	\$ 71,330,784	\$ 10,735,953	17.7%
Water and Wastewater Capital Fund	70,169,013	46,744,207	83,838,019	13,669,006	19.5%
Stormwater Management Fund	32,555,542	28,585,487	47,125,884	14,570,342	44.8%
Building Permits Fund	3,820,166	3,710,813	4,219,923	399,757	10.5%
Collections and Sanitation Fund	16,611,523	17,157,285	18,646,141	2,034,618	12.2%
Information Technology Enterprise Fund	957,515	988,515	982,823	25,308	2.6%
Total Expenditures	\$ 184,708,590	\$ 161,100,635	\$ 226,143,574	\$ 41,434,984	

Additional Personnel for FY2025:

Water and Wastewater Fund - 3 FTEs
 Stormwater Fund – 10 FTEs

Millage Allocated to Stormwater Management Fund:

FY 2024 = \$527,724 @.0628
 FY 2025 = \$529,222 @.0554



	Fiscal Year				
	Adopted(A) 2024	Estimated 2024	Proposed(P) 2025	2024(A)-2025(P) Change	Percentage Change
Community Development Block Grant Fund	\$ 947,187	\$ 795,000	\$ 756,000	\$ (191,187)	-20.2%
Police Education Fund	7,000	10,215	10,000	3,000	42.9%
Disaster Reserve Fund	-	200,000	-	-	0.0%
Special Events Fund	189,360	170,847	191,370	2,010	1.1%
Streets Improvement Fund	7,695,000	4,384,714	8,058,958	363,958	4.7%
American Rescue Plan Act Fund	12,128,471	12,128,471	6,718,662	(5,409,809)	-44.6%
Neighborhood Stabilization Program Fund	121,035	-	121,035	-	0.0%
State Road 100 Community Redevelopment Agency Fund	2,912,077	3,603,412	3,581,603	669,526	23.0%
Old Kings Road Special Assessment Fund	1,623,000	438,000	1,623,000	-	0.0%
Total Expenditures	\$ 25,623,130	\$ 21,730,659	\$ 21,060,628	\$ (4,562,502)	



	Adopted(A) 2024	Estimated 2024	Proposed(P) 2025	Fiscal Year 2024(A)-2025(P) Change	Percentage Change
Transportation Impact Fees	26,122,070	16,509,919	41,930,835	\$ 15,808,765	60.5%
Town Center Transportation Impact Fees	800,000	110,000	900,000	100,000	100.0%
Recreation Impact Fee	6,970,754	5,285,543	4,660,646	(2,310,108)	-33.1%
Fire Impact Fee	7,710,000	5,711,879	16,180,000	8,470,000	109.9%
Capital Projects	20,954,350	8,623,560	19,082,943	(1,871,407)	-8.9%
Developer Special Projects Fund	-	111,420	50,000	50,000	0.0%
Total Expenditures	\$ 62,557,174	\$ 36,352,321	\$ 82,804,424	\$ 20,247,250	



CAPITAL PROJECTS FUND

Fire Station #25	\$ 560,000
Network and Facility Security Upgrades	\$ 2,577,019
Maintenance and Operations Complex	\$ 10,708,499

STREETS IMPROVEMENT FUND

Traffic Signals	\$ 1,390,000
Street Rehab and Renewal	\$ 6,293,958

TRANSPORTATION IMPACT FEE FUND

Belle Terre Safety Improvements	\$ 5,803,835
Whiteview Safety Improvements	\$ 7,200,000
Old Kings Road North Widening	\$ 8,677,000
Matanzas Woods Parkway Extension West	\$ 10,350,000

RECREATION IMPACT FEE FUND

Grand Swamp Trail Phase 2	\$ 700,000
Long Creek Nature Preserve	\$ 1,069,510

WATER/WASTEWATER CAPITAL PROJECTS FUND

Lift Station Upgrades / Improvements	\$ 2,634,523
Water Mains	\$ 4,650,000
Wellfields and Wells	\$ 5,595,000
Wastewater Treatment Plant #1 Expansion / Upgrades	\$ 7,200,000
Water Treatment Improvements	\$ 8,550,000
Wastewater Treatment Plant #2 Expansion	\$ 10,500,000
Force Mains	\$ 18,551,880

STORMWATER MANAGEMENT FUND

P-1 Weir Replacement	\$ 1,460,000
London Waterway Expansion	\$ 2,771,442
Pipe Inspections and Lining	\$ 4,325,000
Blare & Colbert - Capacity Improvements	\$ 5,000,000
K-Section - Drainage Improvements	\$ 6,500,000

FIRE IMPACT FEE FUND

Fire Station #22	\$ 8,050,000
Fire Station #26	\$ 8,100,000



	Adopted(A)	Estimated	Proposed(P)	Fiscal Year	Percentage
	2024	2024	2025	2024(A)-2025(P)	Change
				Change	Change
Fleet Management Fund	\$ 12,361,356	\$ 14,262,786	\$ 11,459,137	\$ (902,219)	-7.3%
Facilities Management Fund	2,163,986	2,240,986	2,177,244	13,258	0.6%
Emergency Communications Fund	383,624	413,624	488,827	105,203	27.4%
Information Technology Fund	6,245,261	6,078,495	6,968,711	723,450	11.6%
Health Insurance Fund	7,816,517	8,146,517	9,257,503	1,440,986	18.4%
Total Expenditures	\$ 28,970,744	\$ 31,142,408	\$ 30,351,422	\$ 1,380,678	

Personnel:

Information Technology Fund – 1 FTEs



Fiscal Year 2025 Proposed Budget -Summary

	Adopted(A) 2024	Estimated 2024	Proposed(P) 2025	Fiscal Year 2024(A)-2025(P) Change	Percentage Change
General Fund	\$ 55,888,596	\$ 59,373,499	\$ 61,191,673	\$ 5,303,077	9.5%
Water/Wastewater Fund	60,594,831	63,914,328	71,330,784	10,735,953	17.7%
Water/Wastewater Capital Projects Fund	70,169,013	46,744,207	83,838,019	13,669,006	19.5%
Stormwater Management Fund	32,555,542	28,585,487	47,125,884	14,570,342	44.8%
Fleet Management Fund	12,361,356	14,262,786	11,459,137	(902,219)	-7.3%
Facilities Management Fund	2,163,986	2,240,986	2,177,244	13,258	0.6%
Collection and Sanitation Fund	16,611,523	17,157,285	18,646,141	2,034,618	12.2%
IT Enterprise Fund	957,515	988,515	982,823	25,308	2.6%
IT Internal Service Fund	6,245,261	6,078,495	6,968,711	723,450	11.6%
Building Permit Fund	3,820,166	3,710,813	4,219,923	399,757	10.5%
Capital Projects Fund	20,954,350	8,623,560	19,082,943	(1,871,407)	-8.9%
Streets Improvement Fund	7,695,000	4,384,714	8,058,958	363,958	4.7%
Recreation Impact Fee Fund	6,970,754	5,285,543	4,660,646	(2,310,108)	-33.1%
Transportation Impact Fee Fund	26,122,070	16,509,919	41,930,835	15,808,765	60.5%
American Rescue Plan Act Fund	12,128,471	12,128,471	6,718,662	(5,409,809)	-44.6%
Fire Impact Fee Fund	7,710,000	5,711,879	16,180,000	8,470,000	109.9%
State Road 100 Community Redevelopment Act Fund	2,912,077	3,603,412	3,581,603	669,526	23.0%
All Other Funds	11,887,723	10,395,623	13,397,735	1,510,012	12.7%
Total Budget	\$ 357,748,234	\$ 309,699,522	\$ 421,551,721	\$ 63,803,487	17.8%

Millage Rate



Millage Rate	
Rolled-Back Rate	3.9961
Maximum Millage Rate	4.2154
Proposed Tentative Millage Rate	4.1893

Per \$100K of taxable value:

Millage Rate of 4.1893 = \$418.93

Millage Rate of 3.9961 = \$399.61

Annual Difference = \$ 19.32



Action

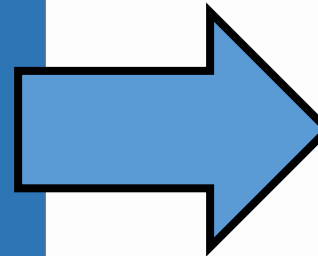
Hearing Dates

Adopt Final FY 2025 Budget &
Millage Rate

Final Public Hearing:
Wednesday, Sept. 18th, 5:15PM



Access to the Fiscal Year 2025
budget calendar, budget
worksheets, and previous Council
presentations



Visit www.palmcoast.gov and click the link



City of Palm Coast, Florida Agenda Item

Agenda Date: September 5, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY (SR100 CRA) RESOLUTION 2024-XX ADOPTING THE SR 100 CORRIDOR CRA TENTATIVE BUDGET FOR FISCAL YEAR 2024-2025 AND AMENDING THE STATE ROAD 100 CORRIDOR CRA BUDGET FOR FISCAL YEAR 2023-2024	
Presenter: Helena Alves, Director of Financial Services	
Attachments: <ol style="list-style-type: none">1. Resolution2. Budget Summary Attachment	
Background: <p>The attached Resolution proposes the adoption of the tentative budget for Fiscal Year 2024-2025 for the SR 100 Corridor Community Redevelopment Agency (SR 100 Corridor CRA) at a total amount of \$3,581,603.</p> <p>The Resolution also amends the Fiscal Year 2023-2024 budget as discussed during a series of budget workshops which included the SR 100 Corridor CRA. The total revised SR 100 Corridor CRA budget for Fiscal Year 2023-2024 will be \$3,603,412 compared to the approved budget of \$2,912,077. The effect of this current amendment will result in a total increase of \$691,335 from the budget adopted for Fiscal Year 2023-2024.</p>	
Recommended Action: ADOPT STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY RESOLUTION 2024-XX ADOPTING THE SR 100 CORRIDOR CRA TENTATIVE BUDGET FOR THE FISCAL YEAR 2024-2025 AND AMENDING THE STATE ROAD 100 CORRIDOR CRA BUDGET FOR THE FISCAL YEAR 2023-2024	

RESOLUTION 2024-____
SR 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY
ADOPTING TENTATIVE BUDGET FOR THE FISCAL YEAR 2024-2025 AND
AMENDING THE BUDGET FOR THE FISCAL YEAR 2023-2024

A RESOLUTION OF THE STATE ROAD 100 CORRIDOR
COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF
PALM COAST, FLAGLER COUNTY, FLORIDA, ADOPTING
THE TENTATIVE SR 100 CORRIDOR CRA BUDGET FOR THE
FISCAL YEAR 2024-2025; AMENDING THE FISCAL YEAR 2023-
2024 BUDGET AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the State Road 100 Corridor Community Redevelopment Agency (SR 100 Corridor CRA) of the City of Palm Coast, Flagler County, Florida, held a properly noticed public hearing on September 5th, 2024, relating to the tentative budget for Fiscal Year 2024-2025; and

WHEREAS, the SR 100 Corridor CRA has reviewed revenues and expenditures for Fiscal Year 2023-2024 and determined that budget adjustments should be made.

NOW, THEREFORE, BE IT RESOLVED BY THE SR 100 CORRIDOR CRA OF THE CITY OF PALM COAST, FLAGLER COUNTY, FLORIDA, THAT:

SECTION 1. APPROVAL OF TENTATIVE BUDGET. The SR 100 Corridor CRA of the City of Palm Coast, hereby adopts the tentative budget for Fiscal Year 2024-2025 at \$3,581,603, as attached hereto and incorporated herein by reference as Exhibit “A – SR 100 CRA.”

SECTION 2. BUDGET AMENDMENT. The SR 100 Corridor CRA of the City of Palm Coast hereby amends the Fiscal Year 2023-2024 SR100 CRA budget to \$3,603,412.

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage and adoption by the SR 100 Corridor CRA of the City of Palm Coast.

DULY PASSED AND ADOPTED by the State Road 100 Corridor Community Redevelopment Agency of the City of Palm Coast, Florida, on this 5th day of September 2024.

ATTEST:

CITY OF PALM COAST

KALEY COOK, CITY CLERK

DAVID ALFIN, MAYOR

APPROVED AS TO FORM AND LEGALITY

MARCUS DUFFY, CITY ATTORNEY

Attachment: Exhibit "A" – SR 100 CRA

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 SR100 COMMUNITY REDEVELOPMENT FUND

	FY 2023-2024		FY 2024-2025
	REVISED BUDGET		BUDGET
<u>REVENUES:</u>			
Interest Revenue	\$ 85,000	\$	30,000
Intergovernmental Revenue	1,872,070		1,895,205
Transfers from Other Funds	1,005,007		1,015,191
Appropriated Fund Balance	641,335		641,207
TOTAL REVENUES:	\$ 3,603,412	\$	3,581,603
<u>EXPENDITURES:</u>			
Operating Expenses	\$ 385,041	\$	690,271
Interfund Transfers	1,453,680		2,046,793
Debt Service	1,486,911		844,539
Grants	277,780		-
TOTAL EXPENDITURES:	\$ 3,603,412	\$	3,581,603

City of Palm Coast, Florida Agenda Item

Agenda Date: September 5, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: RESOLUTION 2024-XX APPROVING SETTING THE TENTATIVE MILLAGE RATE (TRIM) FOR THE FISCAL YEAR 2024-2025	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Resolution	
Background: Within 80 days of certification of value, but not earlier than 65 days after certification, State law requires local government taxing authorities to hold a public hearing on the tentative millage rate and budget. This hearing was publicized via the TRIM Notice mailed out by the Property Appraiser. At this hearing, the taxing authority will: <ol style="list-style-type: none">1. Discuss the percentage increase in millage over the rolled-back rate, if any, and the specific purposes for which the ad valorem tax revenues are being increased.2. Allow the general public to speak and ask questions.3. Adopt a tentative millage and budget.4. Within 15 days following the tentative budget hearing, the taxing authority shall advertise its intent to adopt a final millage and budget. The following outlines the required format and exact wording, according to Section 200.065(2)(e)1., Florida Statutes, for the adoption of the tentative millage rate and the tentative budget for the City: Adopt Proposed Millage Rate: STEP ONE: <u>ACTION: INTRODUCE THE TAX ISSUE:</u> MAYOR ANNOUNCES: "The City of Palm Coast proposes to levy a millage rate of 4.1893 mills. This is an increase of 4.83% from the rolled-back rate of 3.9961 mills." STEP TWO: <u>ACTION: HEAR PUBLIC COMMENT ON THE PROPOSED MILLAGE RATE:</u> Hear public comments regarding the proposed millage rate. The general public must be allowed to speak and ask questions prior to the adoption of any measure by the governing body.	

STEP THREE: ACTION: ADOPT THE TENTATIVE MILLAGE RATE RESOLUTION:

MAYOR ANNOUNCES:

“The City of Palm Coast proposes to adopt a millage rate of 4.1893 mills.”

Recommended Action:

ADOPT RESOLUTION 2024-XX APPROVING SETTING THE TENTATIVE MILLAGE RATE (TRIM) FOR FISCAL YEAR 2024-2025

**RESOLUTION 2024-____
TENTATIVE MILLAGE RATE**

**A RESOLUTION ESTABLISHING A TENTATIVE
AD VALOREM TAX RATE FOR THE CITY OF
PALM COAST, FLAGLER COUNTY, FLORIDA,
FOR FISCAL YEAR 2024-2025; PROVIDING AN
EFFECTIVE DATE**

WHEREAS, the City of Palm Coast, Flagler County, Florida, held a properly noticed public hearing on September 5, 2024, relating to the establishment of a tentative ad valorem tax rate;and

WHEREAS, the gross taxable value of property within the City of Palm Coast, Flagler County, Florida, has been certified by the County Property Appraiser to the City of Palm Coast as \$9,959,039,986.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLAGLER COUNTY, FLORIDA AS FOLLOWS:

SECTION 1. APPROVAL OF TENTATIVE MILLAGE RATE. The fiscal year 2024-2025 tentative millage rate shall be 4.1893 mills, which is .1932 mills or 4.83% greater than the rolled-back rate of 3.9961.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect immediately upon its passage and adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 5th day of September 2024.

ATTEST:

CITY OF PALM COAST

KALEY COOK, CITY CLERK

DAVID ALFIN, MAYOR

APPROVED AS TO FORM AND LEGALITY

MARCUS DUFFY, CITY ATTORNEY

City of Palm Coast, Florida Agenda Item

Agenda Date: September 5, 2024

Department FINANCIAL SERVICES Division	Amount Account #
Subject: RESOLUTION 2024-XX ESTABLISHES THE TENTATIVE BUDGET FOR THE FISCAL YEAR 2024-2025 AND AMENDS THE FISCAL YEAR 2023-2024 BUDGET	
Presenter: Helena Alves, Director of Financial Services	
Attachments: <ol style="list-style-type: none">1. Resolution2. Budget Summary Attachments	
Background: <p>The attached resolution proposes the adoption of the tentative budget at a total amount of \$421,551,721. The attached exhibits provide the breakdown by fund in the Fiscal Year 2024-2025 column.</p> <p>This resolution also amends the Fiscal Year 2023-2024 budget as discussed during the budget workshops. The total revised budget for Fiscal year 2023-2024 will be \$309,699,522 compared to the original budget of \$357,748,234. The effect on the 2023-2024 budget is a decrease of \$48,048,712 for the fiscal year. The breakdown by fund is shown in the Fiscal Year 2023-2024 Revised Budget column of the attached exhibits.</p> <p>Within 80 days of certification of value, but not earlier than 65 days after certification, State law requires local government taxing authorities to hold a public hearing on the tentative millage rate and budget. This hearing was publicized via the TRIM Notice mailed out by the Property Appraiser.</p> <p>At this hearing, the taxing authority will:</p> <ol style="list-style-type: none">1. Discuss the percentage increase in millage from the rolled-back rate, if any, and the specific purposes for which the ad valorem tax revenues are being increased.2. Allow the general public to speak and ask questions.3. Adopt a tentative millage and budget.4. Within 15 days following the tentative budget hearing, the taxing authority shall advertise its intent to adopt a final millage and budget. <p>The following outlines the required format and exact wording, according to Section 200.065(2)(e)1., Florida Statutes, for the adoption of the tentative millage rate and the tentative budget for the City:</p>	

THE FOLLOWING STEPS MUST BE COMPLETED ONLY AFTER ADOPTING THE TENTATIVE MILLAGE:

Adoption of the Tentative Budget:

STEP ONE: INTRODUCE THE TENTATIVE BUDGET:

ACTION: MAYOR ANNOUNCES:

“The City of Palm Coast proposes to adopt a budget with total appropriated expenditures and reserves of \$421,551,721.”

STEP TWO:

ACTION: HEAR PUBLIC COMMENT ON THE TENTATIVE BUDGET:

Hear public comments regarding the tentative budget. The general public must be allowed to speak and to ask questions prior to the adoption of any measure by the governing body.

STEP THREE:

ACTION: ADOPT THE TENTATIVE BUDGET RESOLUTION:

ACTION MAYOR ANNOUNCES:

“The City of Palm Coast proposes to adopt a tentative budget of \$421,551,721.”

STEP FOUR:

ACTION: (After Resolution if Adopted) ANNOUNCE PUBLIC HEARING:

ACTION ANNOUNCES:

“The Public Hearing to adopt the final millage rate and budget is scheduled for September 18, 2024, at 5:15 p.m., at the Palm Coast City Hall, Community Wing.”

Recommended Action:

ADOPT RESOLUTION 2024-XX ESTABLISHING THE TENTATIVE BUDGET FOR FISCAL YEAR 2024-2025 AND AMENDING THE FISCAL YEAR 2023-2024 BUDGET.

RESOLUTION 2024-____
TENTATIVE BUDGET FOR FISCAL YEAR 2024-2025 AND
AMENDING BUDGET FOR FISCAL YEAR 2023-2024

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
PALM COAST OF FLAGLER COUNTY, FLORIDA,
ADOPTING THE TENTATIVE BUDGET FOR THE FISCAL
YEAR 2024-2025; AMENDING THE FISCAL YEAR 2023-2024
BUDGET; AND PROVIDING AN EFFECTIVE DATE**

WHEREAS, the City of Palm Coast, Flagler County, Florida, held a properly noticed public hearing on September 5, 2024, relating to the tentative budget for Fiscal Year 2024-2025;and

WHEREAS, the City of Palm Coast, Flagler County, Florida, approved and adopted Resolution 2024-____ adopting a tentative millage of 4.1893 mills; and

WHEREAS, the City of Palm Coast has reviewed revenues and expenditures for Fiscal Year 2023-2024 and determined that budget adjustments should be made.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF PALM COAST, FLORIDA, AS FOLLOWS:**

SECTION 1. APPROVAL OF TENTATIVE BUDGET. The City Council of the City of Palm Coast hereby adopts the tentative budget for Fiscal Year 2024-2025 at \$421,551,721 as specified in the Fiscal Year 2024-2025 Budget column of Exhibit “A.”

SECTION 2. BUDGET AMENDMENT. The City Council of the City of Palm Coast amends the Fiscal Year 2023-2024 budget at \$309,699,522 as specified in the Fiscal Year 2023- 2024 Revised Budget column of Exhibit “A.”

SECTION 3. EFFECTIVE DATE. This Resolution shall take effect immediately

upon its passage and adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 5th day of September 2024.

ATTEST:

CITY OF PALM COAST

KALEY COOK, CITY CLERK

DAVID ALFIN, MAYOR

APPROVED AS TO FORM AND LEGALITY:

MARCUS DUFFY, CITY ATTORNEY

Attachment: Exhibit "A" – Tentative Budget

EXHIBIT A - Budget Summary attachment for public hearings

	CITY OF PALM COAST BUDGET	
FY 2024-2025	ALL APPROPRIATED FUNDS	
	FY 2023-2024	FY 2024-2025
	REVISED BUDGET	BUDGET
TOTAL REVENUES:	\$ 309,699,522	\$ 421,551,721
TOTAL EXPENDITURES:	\$ 309,699,522	\$ 421,551,721

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 GENERAL FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Ad Valorem Taxes	35,248,673	39,553,328
Communications Services Taxes	2,808,820	2,950,151
Sales Tax	4,115,734	4,368,055
State Revenue Sharing	1,291,225	1,347,605
Other Taxes	1,036,961	1,117,425
Permits, Fees and Special Assessments	1,730,700	1,788,700
Charges for Services	6,861,940	6,647,238
Judgments, Fines & Forfeitures	625,278	645,278
Interest Revenue	1,002,830	228,048
Other Revenues	123,200	112,555
Intergovernmental - Grants	79,388	52,086
Transfers from Other Funds	1,273,750	1,347,554
Appropriated Fund Balance	3,175,000	1,033,650
TOTAL REVENUES:	\$ 59,373,499	\$ 61,191,673

EXPENDITURES:

Administration:

City Council	\$ 383,918	\$ 402,283
City Manager	1,266,264	1,464,377
Communications & Marketing	622,399	738,885
Economic Development	368,494	646,999
Human Resources	1,063,378	1,235,945
City Attorney	713,681	670,000
Financial Services	1,997,065	2,164,343
Planning , Code Enforcement & Business Tax	6,658,706	7,042,318
Fire	13,378,538	14,412,821
Law Enforcement	7,363,929	8,909,489
Streets Maintenance	9,113,976	9,849,227
Construction Management & Engineering	1,455,644	1,332,745
Parks & Recreation	2,384,295	2,550,916
Parks Maintenance	3,137,679	3,382,805
Aquatic Center	484,106	500,301
Southern Recreation Center	563,410	664,495
Palm Harbor Golf Club	1,960,319	1,949,338
Non-Departmental	6,457,698	3,274,386

TOTAL EXPENDITURES:	\$ 59,373,499	\$ 61,191,673
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EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 CDBG FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Intergovernmental Revenue	\$ 795,000	\$ 756,000
TOTAL REVENUES:	\$ 795,000	\$ 756,000
<u>EXPENDITURES:</u>		
Operating Expenses	\$ 775,000	\$ 731,000
Transfers to Other Funds	20,000	25,000
TOTAL EXPENDITURES:	\$ 795,000	\$ 756,000

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 POLICE EDUCATION FUND

	FY 2023-2024	FY 2024-2025
	REVISED BUDGET	BUDGET
<u>REVENUES:</u>		
Fines and Forfeitures	\$ 10,000	\$ 10,000
Interest Revenue	215	-
TOTAL REVENUES:	\$ 10,215	\$ 10,000
<u>EXPENDITURES:</u>		
Operating Expenses	\$ 7,000	\$ 9,000
Contingency	3,215	1,000
TOTAL EXPENDITURES:	\$ 10,215	\$ 10,000

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 DISASTER RESERVE FUND

	FY 2023-2024	
	REVISED BUDGET	
<u>REVENUES:</u>		
Interest Revenue	\$	200,000
TOTAL REVENUES:	\$	<u>200,000</u>
<u>EXPENDITURES:</u>		
Operating Expenses	\$	50,000
Contingency		150,000
TOTAL EXPENDITURES:	\$	<u>200,000</u>

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 SPECIAL EVENTS FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Intergovernmental Revenue	\$ 19,925	\$ 5,000
Charges for Services	129,677	169,760
Interest Revenue	21,245	-
Appropriated Fund Balance	-	16,610
TOTAL REVENUES:	\$ 170,847	\$ 191,370
 <u>EXPENDITURES:</u>		
Operating Expenses	\$ 165,206	191,370
Contingency	5,641	-
TOTAL EXPENDITURES:	\$ 170,847	\$ 191,370

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 STREETS IMPROVEMENT FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Local Option Fuel Tax	\$ 1,960,465	\$ 1,999,675
State Revenue Sharing	866,897	898,404
Interest Revenue	300,000	50,000
Appropriated Fund Balance	1,257,352	5,110,879
TOTAL REVENUES:	\$ 4,384,714	\$ 8,058,958
<u>EXPENDITURES:</u>		
Operating Expenses	\$ 3,817,113	\$ 6,403,958
Capital Outlay	567,601	1,655,000
TOTAL EXPENDITURES:	\$ 4,384,714	\$ 8,058,958

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 RECREATION IMPACT FEE FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Permits, Fees and Special Assessments	\$	2,800,000	\$	2,722,161
Intergovernmental Revenue		866,031		979,698
Interest Revenue		35,000		-
Transfers from Other Funds		1,584,512		860,184
Appropriated Fund Balance		-		98,603
TOTAL REVENUES:	\$	5,285,543	\$	4,660,646
<u>EXPENDITURES:</u>				
Operating Expenses	\$	7,606	\$	50,000
Interfund Transfers		-		1,982,175
Capital Outlay		4,682,756		2,628,471
Contingency		595,181		-
TOTAL EXPENDITURES:	\$	5,285,543	\$	4,660,646

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 FIRE IMPACT FEE FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Permits, Fees and Special Assessments	\$ 917,000	\$ 784,386
Intergovernmental Revenue	-	5,000,000
Interest Revenue	175,000	50,000
Transfers from Other Funds	4,619,879	4,087,420
Appropriated Fund Balance	-	6,258,194
TOTAL REVENUES:	\$ 5,711,879	\$ 16,180,000
<u>EXPENDITURES:</u>		
Operating Expenses	\$ -	\$ 30,000
Capital Outlay	2,052,268	16,150,000
Contingency	3,659,611	-
TOTAL EXPENDITURES:	\$ 5,711,879	\$ 16,180,000

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 DEVELOPMENT SPECIAL PROJECTS FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Other Revenue	\$ 93,420	\$ -
Interest Revenue	18,000	-
Appropriated Fund Balance	-	50,000
TOTAL REVENUES:	\$ 111,420	\$ 50,000
<u>EXPENDITURES:</u>		
Operating Expenses	\$ 10,000	\$ 50,000
Contingency	101,420	-
TOTAL EXPENDITURES:	\$ 111,420	\$ 50,000

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 TRANSPORTATION IMPACT FEE FUND

	FY 2023-2024	FY 2024-2025
	REVISED BUDGET	BUDGET
<u>REVENUES:</u>		
Permits, Fees and Special Assessments	\$ 3,804,240	\$ 3,956,410
Intergovernmental Revenue	3,809,328	29,736,285
Other Revenue	1,693,409	-
Interest Revenue	550,000	150,000
Appropriated Fund Balance	6,652,942	8,088,140
TOTAL REVENUES:	\$ 16,509,919	\$ 41,930,835
<u>EXPENDITURES:</u>		
Operating Expenses	\$ 314,000	\$ -
Interfund Transfers	125,000	200,000
Capital Outlay	16,070,919	41,730,835
TOTAL EXPENDITURES:	\$ 16,509,919	\$ 41,930,835

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 TOWN CENTER TRANSPORTATION IMPACT FEE FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Interest Revenue	\$ 35,000	\$ 5,000
Transfers from Other Funds	75,000	100,000
Appropriated Fund Balance	-	795,000
TOTAL REVENUES:	\$ 110,000	\$ 900,000
 <u>EXPENDITURES:</u>		
Capital Outlay	\$ -	\$ 900,000
Contingency	110,000	-
TOTAL EXPENDITURES:	\$ 110,000	\$ 900,000

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 AMERICAN RESCUE PLAN ACT FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Intergovernmental Revenue	\$ 12,128,471	\$ 6,718,662
TOTAL REVENUES:	\$ 12,128,471	\$ 6,718,662
<u>EXPENDITURES:</u>		
Interfund Transfers	\$ 5,409,809	\$ 6,718,662
Contingency	6,718,662	-
TOTAL EXPENDITURES:	\$ 12,128,471	\$ 6,718,662

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 NEIGHBORHOOD STABILIZATION FUND

	FY 2023-2024	FY 2024-2025
	REVISED BUDGET	BUDGET
<u>REVENUES:</u>		
Appropriated Fund Balance	\$ -	\$ 121,035
TOTAL REVENUES:	\$ -	\$ 121,035
<u>EXPENDITURES:</u>		
Operating Expenses	\$ -	\$ 121,035
TOTAL EXPENDITURES:	\$ -	\$ 121,035

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 OKR SPECIAL ASSESSMENT FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Special Assessment	\$ 323,000	\$ 323,000
Intergovernmental Revenue	-	500,000
Interest Revenue	65,000	15,000
Transfers from Other Funds	50,000	100,000
Appropriated Fund Balance	-	685,000
TOTAL REVENUES:	\$ 438,000	\$ 1,623,000
<u>EXPENDITURES:</u>		
Operating Expenses	\$ 50,000	\$ 50,000
Debt Service	323,000	323,000
Capital Outlay	-	1,250,000
Contingency	65,000	-
TOTAL EXPENDITURES:	\$ 438,000	\$ 1,623,000

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 SR100 COMMUNITY REDEVELOPMENT FUND

	FY 2023-2024		FY 2024-2025
	REVISED BUDGET		BUDGET
<u>REVENUES:</u>			
Interest Revenue	\$ 85,000	\$	30,000
Intergovernmental Revenue	1,872,070		1,895,205
Transfers from Other Funds	1,005,007		1,015,191
Appropriated Fund Balance	641,335		641,207
TOTAL REVENUES:	\$ 3,603,412	\$	3,581,603
<u>EXPENDITURES:</u>			
Operating Expenses	\$ 385,041	\$	690,271
Interfund Transfers	1,453,680		2,046,793
Debt Service	1,486,911		844,539
Grants	277,780		-
TOTAL EXPENDITURES:	\$ 3,603,412	\$	3,581,603

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 CAPITAL PROJECTS FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Small County Surtax	\$ 5,223,560	\$ 5,082,858
Interest Revenue	750,000	300,000
Transfers from Other Funds	2,650,000	7,256,064
Appropriated Fund Balance	-	6,444,021
TOTAL REVENUES:	\$ 8,623,560	\$ 19,082,943
<u>EXPENDITURES:</u>		
Operating Expenses	\$ 38,475	\$ 50,000
Interfund Transfers	390,592	809,944
Capital Outlay	7,343,224	18,147,999
Contingency	851,269	75,000
TOTAL EXPENDITURES:	\$ 8,623,560	\$ 19,082,943

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 WATER AND WASTEWATER UTILITY FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Charges for Services		
Water Sales	\$ 34,637,300	\$ 36,738,429
Water Connection Fees	2,500,000	2,750,000
Wastewater Sales	24,302,889	25,763,676
Wastewater Inspection Fees	45,000	45,000
Interest Revenue	747,509	292,292
Other Revenues	1,608,070	1,697,158
Appropriated Fund Balance	73,560	4,044,229
TOTAL REVENUES:	\$ 63,914,328	\$ 71,330,784
<u>EXPENDITURES:</u>		
Personnel Services	\$ 15,715,099	\$ 16,689,968
Operating Expenses	20,720,685	24,251,701
Interfund Transfers	12,277,692	14,295,705
Capital Outlay	3,119,757	3,089,000
Grant	10,000	10,000
Debt Service	12,071,095	12,994,410
TOTAL EXPENDITURES:	\$ 63,914,328	\$ 71,330,784

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 UTILITY CAPITAL PROJECTS FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Permits, Fees and Special Assessments	\$	17,000,000	\$	14,271,555
Intergovernmental Revenue		4,587,611		10,000,000
Interest Revenue		974,630		599,630
Transfers from Other Funds		11,134,894		15,663,498
Debt Proceeds		13,047,072		8,450,000
Appropriated Fund Balance		-		34,853,336
TOTAL REVENUES:	\$	46,744,207	\$	83,838,019
<u>EXPENDITURES:</u>				
Operating Expenses	\$	1,700,572	\$	1,695,616
Interfund Transfers		-		2,650,000
Capital Outlay		44,497,583		79,492,403
Contingency		546,052		-
TOTAL EXPENDITURES:	\$	46,744,207	\$	83,838,019

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 COLLECTIONS AND SANITATION FUND

	FY 2023-2024		FY 2024-2025
	REVISED BUDGET		BUDGET
<u>REVENUES:</u>			
Charges for Services	\$ 17,060,234	\$	18,613,090
Interest Revenue	94,000		30,000
Other Revenues	3,051		3,051
TOTAL REVENUES:	\$ 17,157,285	\$	18,646,141
 <u>EXPENDITURES:</u>			
Personnel Services	\$ 177,148	\$	238,439
Operating Expenses	16,980,137		18,407,702
TOTAL EXPENDITURES:	\$ 17,157,285	\$	18,646,141

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 STORMWATER MANAGEMENT FUND

	FY 2023-2024		FY 2024-2025
	REVISED BUDGET		BUDGET
<u>REVENUES:</u>			
Ad Valorem Taxes	\$ 527,724	\$	529,222
Charges for Services	18,685,652		21,736,563
Interest Revenue	300,000		150,000
Other Revenues	750,000		450,000
Intergovernmental Revenue -Grants	633,150		1,796,350
Transfers from Other Funds	4,289,930		1,838,541
Debt Proceeds	1,376,257		17,270,000
Appropriated Fund Balance	2,022,774		3,355,208
TOTAL REVENUES:	\$ 28,585,487	\$	47,125,884
<u>EXPENDITURES:</u>			
Personnel Services	\$ 5,553,112	\$	7,089,574
Operating Expenses	6,870,519		8,917,875
Capital Outlay	9,292,350		24,986,442
Debt Service	1,601,485		3,285,501
Interfund Transfers	5,268,021		2,846,492
TOTAL EXPENDITURES:	\$ 28,585,487	\$	47,125,884

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 BUILDING PERMITS FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Charges for Services	\$	3,204,201	\$	3,879,201
Interest Revenue		60,965		20,722
Other Revenues		20,000		20,000
Appropriated Fund Balance		425,647		300,000
TOTAL REVENUES:	\$	3,710,813	\$	4,219,923
<u>EXPENDITURES:</u>				
Personnel Services	\$	2,641,443	\$	3,009,587
Operating Expenses		917,904		1,038,907
Interfund Transfers		151,466		171,429
TOTAL EXPENDITURES:	\$	3,710,813	\$	4,219,923

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 INFORMATION TECHNOLOGY ENTERPRISE FUND

	FY 2023-2024 REVISED BUDGET	FY 2024-2025 BUDGET
<u>REVENUES:</u>		
Charges for Services	749,925	811,054
Interest Revenue	41,000	10,000
Other Revenues	28,000	28,000
Appropriated Fund Balance	169,590	133,769
TOTAL REVENUES:	\$ 988,515	\$ 982,823
<u>EXPENDITURES:</u>		
Personnel Services	\$ 204,890	\$ 228,915
Operating Expenses	498,542	429,767
Interfund Transfers	25,083	24,141
Capital Outlay	260,000	300,000
TOTAL EXPENDITURES:	\$ 988,515	\$ 982,823

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 HEALTH INSURANCE FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Non-Revenue Premium Charges	\$	7,546,517	\$	9,187,503
Interest Revenue		130,000		50,000
Other Revenues		470,000		20,000
TOTAL REVENUES:	\$	8,146,517	\$	9,257,503
<u>EXPENDITURES:</u>				
Operating Expenses	\$	1,230,638	\$	1,418,000
Claims		6,915,879		7,839,503
TOTAL EXPENDITURES:	\$	8,146,517	\$	9,257,503

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 FLEET MANAGEMENT FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Charges for Services	\$	3,343,794	\$	3,876,333
Non-Revenue Internal Allocations		5,943,254		6,490,332
Other Revenues		956,000		402,300
Interest Revenue		500,000		200,000
Transfers from Other Funds		2,934,955		490,172
Appropriated Fund Balance		584,783		-
TOTAL REVENUES:	\$	14,262,786	\$	11,459,137
<u>EXPENDITURES:</u>				
Personnel Services	\$	1,279,711	\$	1,413,574
Operating Expenses		3,182,035		3,047,316
Interfund Transfers		3,300		-
Capital Outlay		9,797,740		4,089,008
Contingency		-		2,909,239
TOTAL EXPENDITURES:	\$	14,262,786	\$	11,459,137

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 EMERGENCY COMMUNICATIONS FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Non-Revenue Internal Allocations	\$	373,624	\$	478,827
Interest Revenue		40,000		10,000
TOTAL REVENUES:	\$	413,624	\$	488,827
<u>EXPENDITURES:</u>				
Operating Expenses	\$	383,624	\$	305,438
Replacement Reserves		30,000		183,389
TOTAL EXPENDITURES:	\$	413,624	\$	488,827

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 FACILITIES MAINTENANCE FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Charges for Services	\$	2,163,986	\$	2,094,603
Other Revenue		7,000		-
Interest Revenue		70,000		25,000
Appropriated Fund Balance		-		57,641
TOTAL REVENUES:	\$	2,240,986	\$	2,177,244
<u>EXPENDITURES:</u>				
Personnel Services	\$	528,943	\$	574,509
Operating Expenses		1,564,194		1,499,995
Interfund Transfers		29,331		21,740
Contingency		118,518		81,000
TOTAL EXPENDITURES:	\$	2,240,986	\$	2,177,244

EXHIBIT A - Budget Summary attachment for public hearings

FY 2024-2025 INFORMATION TECHNOLOGY INTERNAL SERVICES FUND

	FY 2023-2024		FY 2024-2025	
	REVISED BUDGET		BUDGET	
<u>REVENUES:</u>				
Charges for Services	\$	5,497,607	\$	6,249,832
Interest Revenue		85,000		35,000
Other Revenues		5,500		4,000
Transfers from Other Funds		95,466		145,326
Appropriated Fund Balance		394,922		534,553
TOTAL REVENUES:	\$	6,078,495	\$	6,968,711
<u>EXPENDITURES:</u>				
Personnel Services	\$	2,460,328	\$	2,760,999
Operating Expenses		3,352,418		3,901,323
Capital Outlay		140,922		145,678
Contingency		124,827		160,711
TOTAL EXPENDITURES:	\$	6,078,495	\$	6,968,711

City of Palm Coast, Florida Agenda Item

Agenda Date: September 5, 2024

Department CITY ADMINISTRATION Division	Amount Account #
Subject: AGENDA WORKSHEET AND CALENDAR	
Presenter: Kaley Cook, City Clerk	
Attachments: 1. Worksheet 2. Calendar	
Background:	
Recommended Action:	

	SEPTEMBER 10, 2024 WORKSHOP MEETING	PRESENTER
Presentation	City Manager Search	Consultant
Presentation	Educational Presentation on Forensic Audit	Consultant
Presentation	Targeted Industry Feasibility Report	McKinney
Ordinance	Pile Burning	Berryhill
Presentation	Exterior Paint Colors	Grossman/Doak
Resolution	Maintenance Operations Center Cellphone Tower	Akins
	SEPTEMBER 17, 2024 BUSINESS MEETING	PRESENTER
Proclamation	Pink on Parade	Cook
Proclamation	Stormwater Awareness Week September 23-27	Cook
Proclamation	Hispanic Heritage Month	Cook
Proclamation	National Recovery Month	Cook
Proclamation	Suicide Awareness Month	Cook
Appointment	Code Enforcement Board Appointments	Smith
Appointment	Affordable Housing Advisory Committee	Smith
Resolution	Park Impact Fee Agreement for Disc Golf	Hirst/Picatagi
Ordinance 1st	Pile Burning	Berryhill
Ordinance 2nd	Short-Term Rental	DeLorenzo
Ordinance 1st	Percentage For Arts	Hirst
	SEPTEMBER 17, 2024 SPECIAL WORKSHOP (1 P.M. OR IMMEDIATELY FOLLOWING THE COUNCIL BUSINESS MEETING)	PRESENTER
Interviews	Interview for District 4 Seat Vacancy	Council
	SEPTEMBER 18, 2024 SPECIAL BUSINESS MEETING - FINAL BUDGET HEARING (5:15 P.M.)	PRESENTER
Resolution	Final Millage Rate Resolution, Budget Resolution	Alves
Resolution	Fleet Resolution	Mancill
	SEPTEMBER 24, 2024 WORKSHOP (6 P.M.)	PRESENTER
Discussion	District 4 Seat Vacancy	Council
	OCTOBER 1, 2024 BUSINESS MEETING	PRESENTER
Appointment	District 4 Seat	Council
Proclamation	Disability Awareness Month	Cook
Proclamation	Citizens Academy Alumni Ambassador	Kershaw
Resolution	Construction Contract for the Old Kings Road Force Main to Waste Water Treatment Plant 1	Blake
Resolution	Guaranteed Maximum Price Amendment for Phase 1 Sitework and Infrastructure for the MOC	Gebo
Resolution	Traffic Calming Plan	Cote
Resolution	Approving Easements and Gas services agreements for Fire Station #22 & #26	Gebo
Ordinance 1st	West Parcel Annexation	Tyner
Presentation	Community Center Parking Expansion Update	Cote
Resolution	Fire Station 22 and 26 Guaranteed Maximum Price Amendment	Gebo
Ordinance 2nd	Pile Burning	Berryhill
	OCTOBER 8, 2024 WORKSHOP MEETING	PRESENTER
Presentation	UCF Small Business Development Center Annual Report	UCF SBDC Representatives
Presentation	Annual Economic Development Update	McKinney
Presentation	Debt Policy Review	Alves/Consultant
Presentation	Live Local	Hanson
Presentation	Pre-Adoption Comprehensive Plan (If Needed)	Tyner
Presentation	USTA	USTA/Hirst
Resolution	Lobbying Services	DeLorenzo
	OCTOBER 15, 2024 BUSINESS MEETING	PRESENTER
Presentation	Stormwater Series 2024 Note	Alves/Cote

Ordinance 2nd	Comprehensive Plan Adoption Hearing	Tyner/Consultant
Ordinance 2nd	West Parcel Annexation	Tyner
Resolution	Purchase of Water Meters	Roussell
Resolution	FIND Grant Results	Roscoe
	NOVEMBER 5, 2024 BUSINESS MEETING (CANCELLED)	PRESENTER
	NOVEMBER 12, 2024 WORKSHOP MEETING	PRESENTER
	NOVEMBER 19, 2024 BUSINESS MEETING	PRESENTER
Presentation	Citizens Academy Graduation	Kershaw
Proclamation	World Sanfilippo Awareness Day	Kershaw
Resolution	Budget Amendment (If Needed)	Alves
Resolution	Construction Contract and CEI Services for Whiteview Parkway Improvements	Cote
Resolution	Construction for Matanzas Woods/Palm Coast Parkway Phase 1 Connector Loop	Cote
Resolution	Construction for Belle Terre Safety Improvements	Cote
	DECEMBER 3, 2024 BUSINESS MEETING	PRESENTER
Resolution	Approving the Final 2024 General Election Results	Cook
Oath	Oath of Office for Newly Elected Council Members	Cook
Appointment	Vice Mayor Appointment	Cook
Appointment	Council Liaison Appointments	Cook
Proclamation	Palm Coast Boat Parade	Cook
	DECEMBER 10, 2024 WORKSHOP MEETING	PRESENTER
	DECEMBER 17, 2024 BUSINESS MEETING	PRESENTER
	Future	PRESENTER
Presentation	Wireless Master Plan	Akins/Lens
Resolution	Cleaning and Rehabilitation of Ground Storage Tank at Waste Water Plant 1	Ashburn
Resolution	Reuse Distribution System Filtration Upgrades	Ashburn
Resolution	Above Ground Piping Rehab for Water Treatment Plant 1	Ashburn
Resolution	Construction Contract for the Water Treatment Plant 1 Generator Project	Blake
Resolution	Construction Contract for the Equip Wells SW-1, SW-2 & SW-3 for Water Treatment Plant 1	Blake
Resolution	Construction Contract for the Waste Water Treatment Plant 1 Sludge Dewatering project	Blake
Resolution	A1A Sewer Force Main Extension Phase I Construction	Blake
Resolution	Construction Contract for Old Kings Road Widening North Phase 2	Cote
Resolution	Matanzas/Belle Terre Intersection (Right of Way)	Cote
Resolution	OKR South Phase 2 - Engineering Design Services	Cote
Resolution	FPL Relocation Agreement for Matanzas Woods/Palm Coast Parkway Connector Loop	Cote
Resolution	Occupational Services	Fuller
Ordinance	Lakeview Estates MPD	Hanson
Ordinance	Flagler Village Phase 2 FLUM	Hanson
Ordinance	Flagler Village Phase 2 Rezoning	Hanson
Ordinance	Sawmill Branch Phase 6	Lens
Resolution	Reverie at Palm Coast Phase II Final Plat	Lens/Leap
Resolution	Reverie Final Plat	Lens/Leap
Resolution	Lakeview Estates	Lens/Leap
Resolution	Reserve East Final Plat	Lens/Leap
Resolution	Installation Of New and Replacement PEP Tanks	Melley
Resolution	Supply, Maintenance, and Repair Services for Sulzer/ABS Submersible Pumps and Related Equipment	Melley
Resolution	K-Section Drainage Improvements Additional Design	Morales
Resolution	Blare and Colbert Culvert Crossing Upgrades	Morales

Ordinance	Atlee Annexation	Nguyen
Resolution	The Station at Town Center - Town Center Tracts 18B & 18C	Nguyen
Ordinance	Lakeside Estates Future Land Use Map	Papa
Resolution	Pre-Annexation Agreement for Airport Commons II	Papa/Nguyen
Resolution	Utility Service Fees	Rees
Resolution	800 Matanzas Woods Parkway Easement	Smith
Appointment	PLDRB Appointments	Smith



Meeting Calendar for 9/10/2024 through 12/31/2024

9/10/2024 9:00 AM

City Council Workshop
City Hall

9/11/2024 6:00 PM

Residential Drainage Citizens Advisory Committee
City Hall

9/17/2024 9:00 AM

City Council Business Meeting
City Hall

9/17/2024 1:00 PM

City Council Special Workshop
City Hall

9/17/2024 5:30 PM

Planning & Land Development Regulation Board
City Hall

9/18/2024 5:15 PM

Final Budget
City Hall

9/24/2024 10:00 AM

Animal Control Hearing
City Hall

9/24/2024 6:00 PM

City Council Workshop
City Hall



Meeting Calendar for 9/10/2024 through 12/31/2024

9/26/2024 5:00 PM

Beautification and Environmental Advisory Committee
City Hall

10/1/2024 6:00 PM

City Council Business Meeting
City Hall

10/2/2024 10:00 AM

Code Enforcement Board
City Hall

10/8/2024 9:00 AM

City Council Workshop
City Hall

10/15/2024 9:00 AM

City Council Business Meeting
City Hall

10/16/2024 5:30 PM

Planning & Land Development Regulation Board
City Hall

10/24/2024 5:00 PM

Beautification and Environmental Advisory Committee
City Hall

11/6/2024 10:00 AM

Code Enforcement Board
City Hall



Meeting Calendar for 9/10/2024 through 12/31/2024

11/12/2024 9:00 AM

City Council Workshop
City Hall

11/19/2024 9:00 AM

City Council Business Meeting
City Hall

11/20/2024 5:30 PM

Planning & Land Development Regulation Board
City Hall

12/3/2024 10:00 AM

Animal Control Hearing
City Hall

12/3/2024 6:00 PM

City Council Business Meeting
City Hall

12/4/2024 10:00 AM

Code Enforcement Board
City Hall

12/5/2024 5:00 PM

Beautification and Environmental Advisory Committee
City Hall

12/10/2024 9:00 AM

City Council Workshop
City Hall



Meeting Calendar for 9/10/2024 through 12/31/2024

12/17/2024 9:00 AM

City Council Business Meeting

City Hall

12/18/2024 5:30 PM

Planning & Land Development Regulation Board

City Hall