



**City of Palm Coast  
Minutes  
City Council Business  
Meeting**

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

**Mayor Michael Norris  
Vice Mayor Theresa Pontieri  
Council Member Charles Gambaro  
Council Member Ty Miller  
Council Member Ray Stevens**

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**Tuesday, January 7, 2025**

**6:00 PM**

**City Hall - Community Wing**

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**City Staff**

**Lauren Johnston, Acting City Manager  
Marcus Duffy, City Attorney  
Kaley Cook, City Clerk**

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

**A. CALL TO ORDER**

*Mayor Norris called the meeting to order at 6:00 p.m.*

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

**C. ROLL CALL**

*City Clerk Kaley Cook called the roll. All members were present.*

**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.

*Mayor Norris provided the rules and procedures of public comment.*

*Ken McDowell wished a Happy New Year, spoke of a note delivered to his home which was a letter from a former employee, wanted to know if anything would come of the letter, and wanted City Council to investigate the problem.*

*Leslie Johnson shared that she also received the letter, shared concerns listed within the letter, discussed a lack of transparency, wanted to start the new year by looking at the letter, asked who shared the information with the media, and supported an internal investigation.*

*Emily Fields asked for reconsideration of the commercial vehicle ordinance, shared the importance of blue-collar workers in the community, believed the existing regulations to be burdensome, shared prior Council discussion on the topic, and discussed a House Bill.*

*Vice Mayor Pontieri sought consensus on re-addressing the vehicle ordinance. City Council concurred.*

*Mayor Norris replied to comments to share that they have received the letter, and it is being addressed within the proper forum.*

## **E. MINUTES**

**1. MINUTES OF THE CITY COUNCIL:  
DECEMBER 17, 2024, BUSINESS MEETING**

**Pass**

**Motion made to approve by Council Member Gambaro and seconded by Council Member Miller**

**Approved - 5 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member Ray Stevens**

**F. ORDINANCES SECOND READ**

**2. ORDINANCE 2025-01 AMENDING CITY OF PALM COAST ORDINANCES, CHAPTER 17, COMMUNITY DEVELOPMENT; AS AMENDED, TO ADD ARTICLE V, SHORT-TERM VACATION RENTALS**

*City Attorney Duffy read the title into the record.*

*Council Member Gambaro sought to move forward with discussion and to provide an amendment to the Ordinance.*

*Vice Mayor Pontieri called a point of order to clarify if Council Member Gambaro is moving to approve the Ordinance as written or moving to approve the Ordinance with an amendment.*

*Council Member Gambaro replied that he moves to approve the Ordinance with an amendment, shared comments, did not believe the owner/operator should be exempt from the enforcement of the rules being discussed, and outlined the amendment that owner/operator living in home be excluded in the allowable number of people.*

*Council Member Gambaro reiterated the motion to approve the Ordinance with an amendment to the guest limit for in-home owners/operators.*

*City Attorney Duffy held discussion with Council Member Gambaro to clarify the details of the motion.*

*Council Member Gambaro provided the following language to amend the Ordinance: "The short-term rental person limit does not apply to in-home operators of single-family dwellings occupied on a full-time basis by the owner as an on-premises permanent resident that has been declared, and continues to be declared, as a homestead by the property appraiser."*

*Council Member Stevens seconded the motion and continued discussion to share a contradiction in the current Ordinance language regarding sleeping rooms and the maximum occupancy, and an arbitrary cut off at 10 people.*

*Mayor Norris looked to narrow the discussion down and asked if the Council Member's point is the number of people or the homestead exempt properties.*

*Council Member Gambaro replied that it is the number of people.*

*Council Member Miller sought to go to public comment on the item.*

*Mayor Norris shared that he is aware of only 3 people who have shown contention for the proposed policy, shared details of the discussion he had with residents, and the opposing opinion main issue being the maximum occupancy and effects to their bottom line on how much they can make from the short-term rental.*

*Mayor Norris asked Attorney Duffy for the appropriate procedure for voting on the topic and motion.*

*Vice Mayor Pontieri shared that she met with Mr. & Mrs. Davisson, understood their position, highlighted that these are residential neighborhoods, and shared her fear with the proposed amendment opening the ability to skirt the process.*

*Mayor Norris shared that he would like to amend the maximum occupancy to not apply to children from 0-3 years of age.*

*Public Comment:*

*Roger Cressi, part of the Canal Community Coalition (CCC), thanked City Council for the hard work so far, wanted to see the Ordinance adopted after months in the process, shared concern for the maximum number of people, discussed the inaccuracy of short-term rental numbers, shared that 40 of the rentals have had complaints over the last 6 months, asked for Council's consideration in a balanced way, and believed this Ordinance to be fair.*

*Joel Davisson agreed with residents of the C section, understood the issue with non-resident ownership, explained that his family wants to be good neighbors and good hosts, wanted an exemption for in-home owner/operators, and believed children 10 and under should not be counted.*

*Kathy Davisson shared prior experiences as a short-term rental host, wanted to know why the City can't make exceptions for people who are following the law, wanted council to consider 12-14 people, and shared that she is fighting for her business that she has run successfully.*

*Mike Solara encouraged setting limit on the amount of people, the potential for people to bend the rules, encouraged penalization for owners not following rules, and supported the amendment of 0-3 years old to not be included in the limit.*

*Quinn Cressi wanted to address the age limit for children, shared concern for family reunions, homes built as venues, and discussed small businesses in residential neighborhoods and regulations placed on other small businesses.*

*Debra Alexander asked who will police owners living in the homes, shared about cars parking in the yard and swales, people staying in a home and motorhome*

*with additional people in the driveway, people forgetting that these are residential areas, and wanted to know who would enforce the policies.*

*Mark Stancel encouraged a limit on the number of people and enforcement of violations.*

*Sherry Montgomery discussed the difference between an entire home short-term rental versus the room rentals for in-home owner/occupant.*

*Jeremy Davis shared that he has a short-term rental on his street, discussed lack of enforcement, and that he is expecting more actions from the Mayor.*

*Eric Josten supported the change for the children's age to 3 years old, shared that residential homes do not accommodate more than 10 people, problems with parking, infrastructure, business owners lobbying for themselves, and renters asking the in-home owners to leave, as described by previous speakers.*

*Gary Alexander thanked the City Council, discussed the limit of 10 in the home or on the property, shared that people also stay in motor homes on the property, discussed the City Ordinance that limits how many days a homeowner can have a motorhome parked in the driveway and asked if the policy applies to short-term rentals.*

*Denise Henry encouraged a grandfather clause for the Davissons, STR issues every day of the week and taking that into consideration.*

*John Nukowski stated that we've been revisiting this since July and felt like we should be past this by now, believed 10 people is a lot, shared about constant noise, businesses in a residential neighborhood, and believed 1 year old and under should remain.*

*Russ Boley shared that an issue that has not been addressed for the number of people is also the number of cars, parking in swales, and encouraged the topics as part of the discussion.*

*Mayor Norris responded that the items are outlined in the Ordinance.*

*Council Member Stevens raised a point of clarification, stating that everything that has been requested during public comment is in the ordinance, and that the item for discussion and consideration is the maximum number of people.*

*Council Member Miller understood that there are good short-term rental operators who abide by the rules, but there must be a line that is drawn somewhere and believed that there will always be people not happy with the line drawn. Council Member Miller was open to the changes to age and asked the City Attorney if the change constitutes a major change requiring an additional reading of the Ordinance.*

*Attorney Duffy replied for that specific change, no, and shared about procedure.*

*Council Member Gambaro reiterated that he understands the resident concerns but is trying to strike a balance with the business community.*

*Mayor Norris replied to public comment to share about the parking limit, did not support grandfathering in certain rentals, and asked the City Attorney to reiterate the amendment to the ordinance.*

*City Attorney Duffy stated that the motion is to amend the ordinance to allow that in-home operators not apply to the maximum capacity requirements of 10.*

*Mayor Norris called for a roll call vote.*

*Failed*

*Motion made to be adopted as amended on second reading by Council Member Gambaro and seconded by Council Member Stevens*

*Denied - 3 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Ty Miller*

*Approved - 2 - Council Member Gambaro, Council Member Ray Stevens*

*Mayor Norris sought to move forward with an amendment to the motion to change the age for children from zero to three years old.*

*Vice Mayor Pontieri made a motion to approve the ordinance with an amendment to section 17-71, maximum occupancy, to allow for zero to three years of age. The motion was seconded by Council Member Miller.*

*Public Comment:*

*Quinn Cressi shared concern for the change.*

*Mayor Norris shared that this is only the second time that most of this Council has seen the ordinance and believed that the Council is being reasonable.*

*Council Member Gambaro asked if this is another exception to the rule and to consider if it should just be passed as written.*

*Mayor Norris did not believe so, shared issues from short-term rentals, and believed Council was being more than reasonable.*

*Vice Mayor Pontieri agreed with Mayor Norris that the Ordinance needs to be approved, believed there are things on both sides that people want to be worked on, and shared the potential of permits for special exceptions in the future.*

*Attorney Duffy reiterated the amendment as motioned to change the exception for children from zero to 1 years of age, to zero to three years of age to not be applied to the maximum capacity.*

**Pass**

**Motion made to be adopted as amended on second reading by Vice Mayor Pontieri and seconded by Council Member Miller**

**Approved - 5 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member Ray Stevens**

**G. ORDINANCES FIRST READ**

**3. ORDINANCE 2025-XX AMENDING CHAPTER 2, ADMINISTRATION, ARTICLE VI, RETIREMENT, DIVISION 2, VOLUNTEER FIREFIGHTER RETIREMENT SYSTEM AND TRUST FUND**

*City Attorney Duffy read the title into the record.*

*Ms. Johnston outlined the updates to the Ordinance and shared that Fire Chief Berryhill was not able to present the item as scheduled due to Department related emergency.*

*Public Comment:  
Richard Killig asked what the ordinance is.*

*Mayor Norris responded to provide the details.*

**Pass  
Motion made to approve by Council Member Gambaro and seconded by Vice Mayor Pontieri**

**Approved - 5 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member Ray Stevens**

**H. RESOLUTIONS**

**4. RESOLUTION 2025-05 SHORT TERM RENTAL FEE STRUCTURE**

*City Attorney Duffy read the title into the record.*

*Jason DeLorenzo, Chief of Staff, outlined the item for City Council.*

*Vice Mayor Pontieri asked about the annual fee, breakdown of fees, due dates for fees, and plan for monitoring.*

*Mayor Norris shared about an email received regarding a related software and encouraged a cost-benefit analysis.*

*Mr. DeLorenzo provided a response to Council comments and questions.*

*Public Comment:*

*Denise Henry asked if City Council is considering putting a limit on the number of certificates someone can get, shared the need to consider putting a limit on the number of certificates, and shared policy from South Carolina.*

*Mayor Norris understood the comments and the consideration.*

*Mayor asked Ms. Johnston to make a note of the suggestion.*

*Mark Stancel discussed the breakdown of fees, shared an army mentality to keep things simple, and believed the City's process to be backwards.*

**Pass**

**Motion made to approve by Vice Mayor Pontieri and seconded by Council Member Gambaro**

**Approved - 5 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member Ray Stevens**

*Attorney Duffy shared that we cannot limit the number of short-term rentals per the Statutes.*

## **5. PRESENTATION - AMERICANS WITH DISABILITIES ACT**

*Ms. Johnston provided a background of the item.*

*Virginia Smith, Land Management Administrator and ADA Coordinator, Carrie Todd, Community Center Supervisor, and Zachary Bauer, IT Senior Programmer, presented the topic to City Council. Topics presented included: brief description of ADA, department updates, responsibility, Citywide compliance, achieving compliance, creating a transition plan, benefits to compliance, exceptions to ADA regulations, training, number of public views, and options for success.*

*City Council held discussion on the following topics: noting compromises that were made for short-term rentals, current level of compliance, live closed captioning, cost for software enhancements, utilizing staff, future discussions on the items presented, grant funding, and request for budgetary details.*

*Public Comment:*

*Leslie Johnson complimented the presentation, appreciated the recognition of the deaf community, and recommended visible and evident reminders that these services are available.*

*Ms. Smith responded to Council comments and questions.*

## **6. RESOLUTION 2025-02 REPEAL AND REPLACE HOUSING AND URBAN DEVELOPMENT (HUD) SECTION 504 POLICY**

*City Attorney Duffy read the title into the record.*

*Jacqueline Gonzalez, Site Development Coordinator I, presented the topic to City Council. Topics presented included: details of the policy, updates, and recommendation.*

*Public Comment:  
There were none.*

**Pass**

**Motion made to approve by Council Member Gambaro and seconded by Council Member Miller**

**Approved - 5 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member Ray Stevens**

**7. RESOLUTION 2025-XX AMENDING POLICIES RELATING TO THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS AFFIRMATIVE ACTION PLAN**

*Attorney Duffy shared that the item was withdrawn by staff.*

**8. RESOLUTION 2025-04 AMENDING CITY COUNCIL POLICIES AND PROCEDURES**

*City Attorney Duffy read the title into the record and provided a background.*

*Ms. Johnston discussed the workshop schedule and recommended a changed to the schedule to be as follows:*

*First Tuesday of the month (Business Meeting) – 6:00 p.m.  
Second Tuesday of the month (Workshop Meeting) – 6:00 p.m.  
Third Tuesday of the month (Business Meeting) – 9:00 a.m.  
Fourth Tuesday of the month (Workshop Meeting) – 9:00 a.m.*

*Ms. Johnston recommended an effective date of February. Council concurred.*

*Public Comment:  
There were none.*

**Pass**

**Motion made to approve by Council Member Gambaro and seconded by Vice Mayor Pontieri**

**Approved - 5 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member Ray Stevens**

**I. CONSENT**

*Mayor Norris outlined the items on consent.*

*Public Comment:  
There were none.*

**Pass**

**Motion made to be adopted on consent by Vice Mayor Pontieri and seconded by Ty Miller**

**Approved - 5 - Mayor Michael Norris, Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member Ray Stevens**

- 9. RESOLUTION 2025-01 APPROVING PIGGYBACKING THE CONTRACT BETWEEN STRYKER SALES, INC., AND EAGLE COUNTY HEALTH SERVICES DISTRICT DBA EAGLE COUNTY PARAMEDIC SERVICES**
- 10. RESOLUTION 2025-03 AMENDING AN INTERLOCAL AGREEMENT WITH THE FLAGLER COUNTY BOARD OF COMMISSIONERS FOR ENHANCED 911 ADDRESSING**

**J. PUBLIC PARTICIPATION**

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

*Leslie Johnson believed rules and Ordinances are important and appreciated the changes and recommended enforcement of such Ordinances.*

*Bruce Stone discussed traffic timing signal issues around the City.*

*Eddie Lang invited Council to ribbon cutting for Vincent's Clubhouse Enrichment Center.*

*Vice Mayor Pontieri asked for staff to do a press release.*

*Mark Stancel discussed enforcement of codes and encouraged a proactive approach to enforcement.*

*Denise Henry believed shared traffic signal issues and encouraged review by the transportation department.*

**K. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA**

*Council Member Stevens replied to Mr. Stone to share that cycle signals are too long and shared about lengthy traffic on SR 100.*

*Council Member Miller replied to a public comment to discuss the enforcement of code and his preference for active versus passive and discussed traffic signal timing.*

*Vice Mayor Pontieri recognized staff members for a Veterans Day parade, shared about topics previously discussed regarding the Frieda Zamba Pool and facilities assessment, the Palm Coast Aquatics Center not being ADA compliant, and encouraged the Council to be very mindful that future facilities are compliant, also noting that it is something that would need to be addressed.*

*Council Member Gambaro spoke about the pool, outlined priority for a YMCA facility, potential options, sought consensus for staff to research options and bring them forward, shared about the financials for the Palm Harbor Golf Course, financial losses, and sought consensus for discussion on how to run it better or review the potential of selling, discussed turn lanes, and wanted to take a comprehensive look during the budget season.*

*Mr. Stevens replied to ADA compliance at Frieda Zamba and believed the pool needed to be repaired not replaced.*

*Mayor Norris asked for the items to be added to a future workshop for discussion.*

*Vice Mayor Pontieri discussed the turning lanes, shared about her correspondence with staff, and sought a Strategic Action Plan priority to inventory turn lane needs in the City.*

*Mayor Norris shared that a big problem we are having is SR-100.*

*Ms. Johnston shared about an upcoming Council Workshop where FDOT will be present and encouraged raising the concerns at that time.*

*Ms. Johnston shared an update for a Fire Police member who was hurt during the meeting.*

*City Council shared prayers and thoughts for the injured member.*

*Mayor Norris shared Mayor office hours and contact information.*

**L. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**

*City Attorney Duffy shared about the upcoming funeral service for President Carter and encouraged observing the event.*

**M. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**

*Ms. Johnston shared about an upcoming delegation meeting where the City will be presenting the adopted priorities. Additionally, Ms. Johnston believed it would be beneficial for the Council to receive a presentation on the Comprehensive*

*Plan, process, and State guidance. City Council concurred to add the presentation to a future workshop.*

*Vice Mayor Pontieri shared her concerns with the Comprehensive Plan, seeking to include details of the Master Planned Development (MPD) mixed-use and new elements in the workshop.*

*Mayor Norris supported including the requested information in the upcoming workshop presentation.*

**N. ADJOURNMENT**

*The meeting was adjourned at 8:32 p.m.*

*Respectfully submitted by: Kaley Cook, CMC, FCRM  
City Clerk*