



City of Palm Coast

Agenda

City Council Workshop

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, October 14, 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 PUBLIC PARTICIPATION

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

(1) This agenda item has a thirty (30) minute limit.

- (2) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (3) The Public may provide comments to the City Council relative to matters not on the agenda at the times indicated in this Agenda. Following any comments from the public, there may be discussion by the City Council.
- (4) Public speakers may address their comments to the Council as a whole, the Mayor, or to an individual Council Member
- (5) When addressing the City Council on specific, enumerated Agenda items, speakers shall:
 - (a) make their comments concise and to the point;
 - (b) not speak more than once on the same subject;
 - (c) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;
 - (d) obey the orders of the Mayor or the City Council; and
 - (e) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.
- (6) Any person who becomes disorderly or who fails to confine his or her comments to the identified subject or business, shall be cautioned by the Mayor and thereafter must conclude his or her remarks on the subject within the remaining designated time limit.

Any speaker failing to comply, as cautioned, shall be barred from making any additional comments during the meeting and may be removed, as necessary, for the remainder of the meeting.

Members of the public may make comments during the public comment portion of the meeting. Please be advised that public comment will only be permitted during the public comment portions of the agenda at the times indicated by the Chair during the meeting.

E PRESENTATIONS

- 1 RESOLUTION 2025-XX APPROVING THE CULTURAL ART GRANTS FOR THE FISCAL YEAR 2025-2026**
- 2 PRESENTATION - RESULTS OF BACKYARD CHICKENS PILOT PROGRAM**
- 3 PRESENTATION - TRAFFIC CALMING PLAN**
- 4 DISCUSSION - CITY MANAGER SEARCH**

F PUBLIC PARTICIPATION

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

G DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

H DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

I DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

J ADJOURNMENT

5 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 14, 2025

Department PARKS & RECREATION Division	Amount Account # 10016016-082003
Subject: RESOLUTION 2025-XX APPROVING THE CULTURAL ART GRANTS FOR FISCAL YEAR 2025-2026	
Presenter: James Hirst, Director of Parks & Recreation and Nancy Crouch, President of the Flagler County Cultural Council	
Attachments: <ol style="list-style-type: none">1. Presentation2. Resolution	
Background: Council Priority: <ol style="list-style-type: none">11. Identify a dedicated funding source for arts/cultural/historical activities and facilities<ol style="list-style-type: none">11.1. Continue partnerships with local organizations to identify and assist in programs and activities implementation <p>Since 2002, the City of Palm Coast has hosted the Cultural Art Financial Assistance Matching Grant to support Flagler County's history, arts, and culture organizations that hold events and programs within city limits. This initiative enhances the quality of life for residents and visitors and bolsters the City's reputation as an innovative cultural center.</p> <p>In 2022, the Flagler County Board of County Commissioners designated the Flagler County Cultural Council (FC3) as the countywide Arts Council, also known as a Local Arts Agency. FC3 serves as an umbrella organization fostering arts, history, and culture throughout Flagler County.</p> <p>In 2024, The City of Palm Coast partnered with FC3 to administer the Cultural Art Grant program</p> <p>For Fiscal Year 2025-2026, 8 applications were submitted for review. An FC3 committee evaluated each application to ensure it met the grant's eligibility criteria. The organizations listed in the attached PowerPoint have requested funding to support history, arts, and cultural programs and/or events in Palm Coast.</p> <p>The grant funding recommendation is attached for City Council's review.</p>	
Recommended Action: ADOPT RESOLUTION 2025-XX APPROVING THE CULTURAL ART GRANTS FOR THE FISCAL YEAR 2025-2026	

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 14, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	CODE ENFORCEMENT	Account #
Subject: PRESENTATION - RESULTS OF BACKYARD CHICKENS PILOT PROGRAM		
Presenter: Barbara Grossman, Code Enforcement Manager		
Attachments: <ol style="list-style-type: none">1. Presentation2. Ordinance3. Application4. Sample Acknowledgements (2)5. Sample Setbacks		
Background: <p>On May 13, 2025, City Council directed staff to implement a Backyard Chicken Pilot Program. The portal for applying for backyard chickens under the Pilot Program permits was available on June 18, 2025.</p> <p>City Council requested staff present the results of the pilot program to City Council. Staff will present the results and challenges encountered during the pilot program, and request direction on next steps for backyard chickens.</p> <p>The attached draft Ordinance is for Council's consideration to allow backyard chickens. The allowance of backyard chickens would require an amendment to the City's <i>Code of Ordinances</i> adding a new section for backyard chickens and an amendment to the Glossary for the "Farm Animals" definition to exclude "chickens" in the <i>Unified Land Development Code</i>.</p>		
Recommended Action: FOR PRESENTATION AND DIRECTION		

City of Palm Coast, Florida Agenda Item

Agenda Date: October 14, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division	ENGINEERING	Account #
Subject: PRESENTATION - TRAFFIC CALMING PLAN		
Presenter: Scott Kehoe, Traffic Engineer III and Vineesh Crawford, Traffic Engineer I		
Attachments: 1. Presentation		
Background: Staff will present an overview of the proposed Traffic Calming Application process for Council review and direction.		
Recommended Action: FOR PRESENTATION		

City of Palm Coast, Florida

Agenda Item

Agenda Date: October 14, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: DISCUSSION - CITY MANAGER SEARCH	
Presenter: Renina Fuller, Director of Human Resources	
Attachments: (None)	
<p>Background:</p> <p><u>UPDATED BACKGROUND FROM THE SEPTEMBER 23, 2025, WORKSHOP MEETING:</u> At the September 23, 2025, City Council Workshop, Council reviewed the status of the 12 applicants and narrowed the list to 6.</p> <p>Council provided direction for the applicants to submit a 2-page white paper discussing the first year of the City under their term, for staff to perform background and social media checks, and for the following schedule:</p> <ul style="list-style-type: none">• October 8 – All information due to HR• October 9 – All information due to Council• October 14 Workshop – Council discussion to select finalists• November 13 Special Workshop - Finalist interviews <p><u>ORIGINAL BACKGROUND FROM THE SEPTEMBER 23, 2025, WORKSHOP MEETING:</u> At the City Council Workshop on September 9, 2025, the Council reviewed the applicant pool for the City Manager position. Out of 112 applicants, the Council narrowed the list down to the top 12 candidates. Each Council Member submitted two interview questions, which the selected candidates were asked to answer in recorded video interviews.</p> <p>Direction Needed:</p> <ol style="list-style-type: none">1. Scoring and Selection of Semi-Finalists<ul style="list-style-type: none">• Narrow list from 12 to top 5 -82. Interview Techniques for Final Candidate Selection<ul style="list-style-type: none">• Council to discuss and provided direction on interview methods, which may include:<ul style="list-style-type: none">○ Structured panel interviews○ Community or stakeholder meet-and-greet sessions○ One-on-one interviews with individual Council Members	

Recommended Action:
FOR DISCUSSION AND DIRECTION