



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, April 22, 2025

9:00 AM

City Hall - Jon Netts Community Wing

City Staff

Lauren Johnston, Acting City Manager

Marcus Duffy, City Attorney

Kaley Cook, City Clerk

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

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 PRESENTATION - ANNUAL INVESTMENT REPORT

2 PRESENTATION - YEAR-TO-DATE BUDGET OVERVIEW

3 PRESENTATION - PALM HARBOR GOLF CLUB

4 PRESENTATION - PALM COAST AQUATICS CENTER

5 PRESENTATION - 10-YEAR ANNUAL CIP UPDATE

6 PRESENTATION - SAP EVALUATION WORKSHOP

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

7 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: April 22, 2025

Department FINANCIAL SERVICES Division	Amount Account #
Subject: PRESENTATION - ANNUAL INVESTMENT REPORT	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Presentation	
Background: As per the City's investment policy, revised in August 2022 through Resolution 2022-103, each year the Director of Financial Services shall submit to the City Council, a written report on all invested funds. The annual report shall include, but not be limited to the following: A complete list of all invested funds, name or type of security in which the funds are invested, the amount invested, maturity date, earned income, book value, market value, and yield on each investment. The annual report will show performance on both a book value and total rate of return basis and will compare the results to the performance benchmarks. The City's investment advisor, Datnilza "Dani" Metz, from PFM Asset Management, LLC will present the annual report.	
Recommended Action: FOR PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 22, 2025

Department FINANCIAL SERVICES Division	Amount Account #
Subject: PRESENTATION - YEAR-TO-DATE BUDGET OVERVIEW	
Presenter: Helena Alves, Director of Financial Services	
Attachments: 1. Presentation	
Background: City Council adopted the Fiscal Year 2025 Budget on the 25 th day of September 2024, in the amount of \$421,551,721 – Resolution 2024-151. Director of Financial Services, Helena Alves, and Budget & Procurement Manager, Gwen Ragsdale, will be presenting the Year-to-Date Budget results for operating departments for Fiscal Year 2025, October through March.	
Recommended Action: FOR PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 22, 2025

Department	PARKS & RECREATION	Amount
Division	PALM HARBOR GOLF CLUB	Account #
Subject: PRESENTATION - PALM HARBOR GOLF CLUB		
Presenter: James Hirst, Director of Parks & Recreation		
Attachments: 1. Presentation		
Background: <u>UPDATED BACKGROUND FROM THE JANUARY 28, 2025, WORKSHOP MEETING:</u> At the January 28, 2025, Workshop Meeting, City Council requested additional information about the Palm Harbor Golf Club, including diversifying revenue options, a maintenance analysis, and budget projections. <u>ORIGINAL BACKGROUND FROM THE JANUARY 28, 2025, WORKSHOP MEETING:</u> At the January 7, 2025, Business Meeting, City Council requested that City Staff provide a presentation on the Palm Harbor Golf Club, the City's historic golf course. The presentation will include an overview of the current state of the facility, including operational performance, community engagement, and opportunities to enhance its value to the community. This discussion is a part of City Council's broader goal to explore strategies for improving community assets and overall quality of life in Palm Coast. It also reflects Parks & Recreation's commitment to fostering spaces that allow residents and visitors to explore, connect, and play		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date: April 22, 2025

Department PARKS & RECREATION Division	Amount Account #
Subject: PRESENTATION - PALM COAST AQUATICS CENTER	
Presenter: James Hirst, Director of Parks & Recreation	
Attachments: <ol style="list-style-type: none">1. Presentation – City of Palm Coast2. Presentation – The YMCA	
Background: <p>At the January 7, 2025, Business Meeting, City Council requested a presentation from City staff on the Palm Coast Aquatics Center, the City's longtime community pool. The presentation will include an overview of the facility's current operations, programming, and community use. Additionally, the YMCA will have a presentation that will include an overview of their current programming and a mock-up of an YMCA facility in Palm Coast.</p> <p>This discussion is a part of City Council's broader goal to explore strategies for improving community assets and overall quality of life in Palm Coast. It also reflects Parks & Recreation's commitment to fostering spaces that allow residents and visitors to explore, connect, and play.</p>	
Recommended Action: FOR PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 22, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division		Account #
Subject:	PRESENTATION – 10-YEAR ANNUAL CIP UPDATE	
Presenter:	Carl Cote, Director of Stormwater & Engineering	
Attachments:	1. Presentation	
Background:	This item is to provide City Council with an annual update to the 10-Year Capital Improvement Plan.	
Recommended Action:	FOR PRESENTATION ONLY	

City of Palm Coast, Florida Agenda Item

Agenda Date: April 22, 2025

Department CITY ADMINISTRATION	Amount
Division	Account #
Subject: PRESENTATION - SAP EVALUATION WORKSHOP	
Presenter: Lauren Johnston, Acting City Manager	
Attachments: 1. Presentation	
Background: On an annual basis, staff coordinates an evaluation of the Strategic Action Plan to ensure that the fiscal year adopted Priorities continue to align with City Council's vision. As part of this process, staff conducts a one-on-one interview session with each Council Member to discuss the following key areas: <ul style="list-style-type: none">• Discuss existing Priorities, and direction moving forward• Discuss the Strategic Action Plan process and the next steps• Discuss the City's Long-Term Vision, Mission, and Values After the interview, the staff consolidates feedback and evaluates consistency with the Strategic Action Plan and provides a deliverable that compares feedback to adopted Priorities. The referenced deliverable is provided as part of this agenda item. Staff requests that City Council review the feedback received during the interview sessions and come prepared to discuss amending based on the collective direction. The noted action to consider is as follows: <ul style="list-style-type: none">• Reaffirm the City's Long-Term Vision, Mission, and Values• Reaffirm City Council Priorities	
Recommended Action: FOR PRESENTATION ONLY	