



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, July 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.

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 PRESENTATION - FLAGLER COUNTY SHERIFF'S OFFICE**
- 2 PRESENTATION - FLAGLER COUNTY VULNERABILITY ASSESSMENT AND COMPOUND FLOODING**
- 3 PRESENTATION - PROPRIETARY FUNDS BUDGET**
- 4 PRESENTATION - STRATEGIC ACTION PLAN DASHBOARD DEMONSTRATION**
- 5 RESOLUTION 2025-XX APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FEDERAL FISCAL YEAR (FFY) 2025 (FY 2025/26) ANNUAL ACTION PLAN**

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

6 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida Agenda Item

Agenda Date: July 22, 2025

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject: PRESENTATION - FLAGLER COUNTY SHERIFF'S OFFICE		
Presenter: Flagler County Sheriff's Office		
Attachments: 1. Presentation		
Background: The Flagler County Sheriff's Office will provide an overview to assist City Council during upcoming budget preparations.		
Recommended Action: FOR PRESENTATION ONLY		

City of Palm Coast, Florida Agenda Item

Agenda Date: July 22, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division	ENGINEERING	Account #
Subject:	PRESENTATION - FLAGLER COUNTY VULNERABILITY ASSESSMENT AND COMPOUND FLOODING	
Presenter:	Carmelo Morales, Stormwater Engineer III	
Attachments:	1. Presentation	
Background:	This item is to present City Council with the Flagler County vulnerability assessment and compound flooding overview.	
Recommended Action:	FOR PRESENTATON ONLY	

City of Palm Coast, Florida

Agenda Item

Agenda Date: July 22, 2025

Department FINANCIAL SERVICES Division	Amount Account #
Subject: PRESENTATION - PROPRIETARY FUNDS BUDGET	
Presenter: The Financial Services Department	
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. At the April 22, 2025, Special Budget Workshop, City Council was presented with the Year-to-Date Budget results for operating department budgets, for Fiscal Year 2025 October through March. On June 3, 2025, City Council also approved and adopted the Strategic Action Plan (SAP) for Fiscal Year 2025-2026. On June 24, 2025, City Council was presented with an overview of the process for adopting the Property Tax (TRIM) rate in preparation to adopt the Fiscal Year 2026 Budget. On July 8, 2025, City Council was presented the Fiscal Year 2026 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 4.1893 mills, which is a 4.64% increase from the rolled-back rate of 4.0035 mills, and the first budget hearing to be held at 5:15 p.m. on Wednesday, September 10, 2025, at the Palm Coast City Hall - Jon Netts Community Wing, located at 160 Lake Ave, Palm Coast. 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. On July 15, 2025, Council adopted Resolution 2025-100 setting the Proposed Maximum Millage Rate for Fiscal Year 2026 at 4.1893 and setting the date, time, and location for the Tentative Budget Hearing for September 10, 2025, at 5:15 p.m. at the Palm Coast City Hall - Jon Netts Community Wing, 160 Lake Ave, Palm Coast, Florida. The Financial Services Department will be presenting to City Council the Proprietary Funds Budget for Fiscal Year 2026.	

Recommended Action:
FOR PRESENTATION ONLY

City of Palm Coast, Florida

Agenda Item

Agenda Date: July 22, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PRESENTATION - STRATEGIC ACTION PLAN DASHBOARD DEMONSTRATION	
Presenter: Lauren Johnston, Acting City Manager	
Attachments: 1. Demonstration	
Background: The Communications & Marketing Department and Information Technology Department will present a new public-facing dashboard designed to enhance transparency and provide regular updates on the City Council's Strategic Action Plan priorities. This user-friendly tool, made entirely in-house, outlines each objective along with the corresponding strategies and tactics, and includes the current status of each tactic. The dashboard will be updated quarterly to ensure residents, staff, and elected officials have access to the most up-to-date information on the city's progress and initiatives. During the meeting, staff will demonstrate the dashboard's features and walk the City Council and the public through its functionality.	
Recommended Action: FOR PRESENTATION ONLY	

City of Palm Coast, Florida

Agenda Item

Agenda Date: July 22, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2025-XX APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FEDERAL FISCAL YEAR (FFY) 2025 (FY 2025/26) ANNUAL ACTION PLAN		
Presenter: Jose Papa, AICP, Senior Planner and Jacqueline Gonzalez, Site Development Coordinator I		
Attachments: 1. Presentation 2. Resolution 3. Draft Action Plan		
Background: The Community Development Block Grant (CDBG) Program started in 1974 in order to provide funding for housing and community development activities. The activities or programs funded by CDBG funds must meet one of the following the National Objectives: 1) Benefit low- and moderate-income persons or area (LMI/LMA) 2) Prevent or eliminate slum or blight 3) Address urgent community development needs (Emergency) As an entitlement community, the City of Palm Coast is eligible to receive an annual allocation from the Department of Housing and Urban Development (HUD). Historically, CDBG funds have been used for various community development activities such as: • Housing Programs, • Public Services (Limited to 15% of Grant), • Public Infrastructure/Facilities (In Qualified Areas based on Census or benefits area 51% or greater LMI Area), • Economic Development, and • Planning/Administration/Monitoring of the Program (limited to 20% of allocation). In the City of Palm Coast, CDBG funds have been used to fund the following activities: • Housing rehabilitation of owner-occupied units, • Financial assistance for first-time homebuyers, • Public Services (including summer camp or emergency utility assistance), • Public Infrastructure (Multi-use paths), and • Planning/Administration/Monitoring of the program. In order to receive CDBG funds, an entitlement community is required to complete a		

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

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

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

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

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

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