



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, August 26, 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 - FINAL PROPOSED BUDGET FOR ALL APPROPRIATED FUNDS**
- 2 PRESENTATION - PALM HARBOR GOLF CLUB**
- 3 PRESENTATION - ADAPTIVE REUSE DESIGN OF FIRE STATION 22
STAKEHOLDER ENGAGEMENT AND PROGRAMMING**
- 4 PRESENTATION - PALM COAST AQUATICS CENTER AND THE YMCA**
- 5 PRESENTATION - THE SOUTHERN RECREATION CENTER**
- 6 PRESENTATION - 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**

7 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 26, 2025

Department	FINANCIAL SERVICES	Amount
Division		Account #
Subject: PRESENTATION - FINAL PROPOSED BUDGET FOR ALL APPROPRIATED FUNDS		
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 PM at the Palm Coast City Hall - Jon Netts Community Wing, 160 Lake Ave, Palm Coast, Florida. On July 22, 2025, City Council was presented the Proprietary Funds Budget for Fiscal Year		

2026.

On August 12, 2025, staff presented to City Council the Capital and Fleet Internal Service Fund for Fiscal Year 2026.

The Financial Services Department will be presenting to City Council the Final Proposed Fiscal Year 2026 Budget for all appropriated funds.

Recommended Action:
FOR PRESENTATION

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 26, 2025

Department	PARKS & RECREATION	Amount
Division	PALM HARBOR GOLF CLUB	Account #
Subject: PRESENTATION - PALM HARBOR GOLF CLUB		
Presenter: James Hirst, Director of Parks & Recreation & Dennis Redican, Recreation Manager		
Attachments: 1. Presentation		
Background: <u>UPDATED BACKGROUND FROM THE JUNE 24, 2025, WORKSHOP MEETING:</u> At the June 24, 2025, Workshop Meeting, City Council requested that City Staff prepare a follow-up presentation outlining potential operational options for the Palm Harbor Golf Club. This presentation includes updates on internal allocations, golf cart leasing vs. purchasing, golf fee waiver, tax appraisal, and options for future management of the facility. <u>UPDATED BACKGROUND FROM THE APRIL 22, 2025, WORKSHOP MEETING:</u> At the April 22, 2025, Workshop Meeting, City Council requested a draft Request for Proposal (RFP) for the potential sale of Palm Harbor Golf Club, along with a review of golf rates needed to cover Capital Improvement Project (CIP) expenses. City Staff have prepared a presentation that includes the requested draft RFP, an overview of the recent property appraisal, a budget review, and rate scenarios to address both CIP and operational costs. <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**

City of Palm Coast, Florida Agenda Item

Agenda Date: August 26, 2025

Department	CONSTRUCTION MANAGEMENT & ENGINEERING	Amount
Division	ENGINEERING	Account #
Subject:	PRESENTATION - ADAPTIVE REUSE DESIGN OF FIRE STATION 22 STAKEHOLDER ENGAGEMENT AND PROGRAMMING	
Presenter:	Eric Gebo, Architect III	
Attachments:	1. Presentation	
Background:	This item is to present City Council with the findings from a series of community input meetings to best determine the desired adaptive reuse for Fire Station #22.	
Recommended Action:	FOR PRESENTATION	

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 26, 2025

Department	PARKS & RECREATION	Amount
Division	AQUATICS CENTER	Account #
Subject: PRESENTATION - PALM COAST AQUATICS CENTER AND THE YMCA		
Presenter: James Hirst, Director of Parks & Recreation		
Attachments: 1. Presentation		
Background: <u>UPDATED BACKGROUND FROM THE APRIL 22, 2025, WORKSHOP MEETING:</u> At the June 17, 2025, Business Meeting, City Council requested that the YMCA return to provide a follow-up presentation. This presentation will include an update on facility operations and a proposed partnership with the City of Palm Coast for current programing. <u>ORIGINAL BACKGROUND FROM THE APRIL 22, 2025, WORKSHOP MEETING:</u> 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, programing, 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. 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		

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 26, 2025

Department	PARKS & RECREATION	Amount
Division	SOUTHERN RECREATION CENTER	Account #
Subject: PRESENTATION - THE SOUTHERN RECREATION CENTER		
Presenter: James Hirst, Director of Parks & Recreation		
Attachments: <ul style="list-style-type: none">1. Presentation - City2. Presentation - USTA		
Background: <p><u>UPDATED BACKGROUND FROM THE DECEMBER 10, 2024, WORKSHOP MEETING:</u> At the June 17, 2025, Business Meeting, City Council requested that City staff prepare a presentation on the Southern Recreation Center. The presentation will include an overview of current operations, programming, and community use of the facility. Additionally, the USTA will provide a presentation outlining a proposed role in the facility's management.</p> <p><u>ORIGINAL BACKGROUND FROM THE DECEMBER 10, 2024, WORKSHOP MEETING:</u> As part of the USTA grant awarded to the Southern Recreation Center, the USTA will provide a presentation on the grant, a program and serviced approach, and future opportunities.</p>		
Recommended Action: FOR PRESENTATION		

City of Palm Coast, Florida

Agenda Item

Agenda Date: August 26, 2025

Department HUMAN RESOURCES Division	Amount Account #
Subject: PRESENTATION - CITY MANAGER SEARCH	
Presenter: Renina Fuller, Director of Human Resources	
Attachments: <ol style="list-style-type: none">1. Presentation2. Brochure	
Background: <p>At the May 13, 2025, City Council Business Meeting, the City Council requested that staff post the City Manager Position for 90 days. The posting was uploaded on May 16, 2025, to LinkedIn (Featured Job), FCCMA, ICMA, Indeed, ZipRecruiter, Florida League of Cities, and the city website. The 90-day posting ended on August 15, 2025. We received over 100 resumes.</p> <p>Staff is seeking Council direction regarding:</p> <ul style="list-style-type: none">• Scoring and selection of initial candidates• Initial screening of candidates	
Recommended Action: FOR PRESENTATION AND DIRECTION	