



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, September 23, 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 - PLANTE MORAN ENTITY-WIDE RISK ASSESSMENT**
- 2 PRESENTATION - COMMUNITY DRIVEN ECONOMIC DEVELOPMENT VISION PLAN**
- 3 PRESENTATION - CODE PROCESSES**
- 4 ORDINANCE 2025-XX CHAPTER 44, TRAFFIC AND VEHICLES, ARTICLE II, STOPPING, STANDING, AND PARKING, BY AMENDING SUBSECTION 44-34(C) PARKING AND STORAGE OF VEHICLES GENERALLY, OF THE CITY CODE OF ORDINANCES**
- 5 ORDINANCE 2025-XX AMENDING CHAPTER 50 WATERWAYS, SECTION 50-31 DEFINITIONS AND CREATING A NEW SECTION 50-33 ANCHORING**
- 6 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

7 AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida

Agenda Item

Agenda Date: September 23, 2025

Department CITY ADMINISTRATION Division	Amount Account #
Subject: PRESENTATION - PLANTE MORAN ENTITY-WIDE RISK ASSESSMENT	
Presenter: Tim Wilsey, Risk & Safety Administrator, and Briana Solorio, Plante Moran	
Attachments: 1. Presentation 2. Report	
Background: On June 17, 2025, City Council approved a master services agreement with Plante & Moran, PLLC for an entity-wide risk assessment. Plante Moran conducted an entity-wide risk assessment to help the City identify and prioritize critical operational, financial, compliance, and strategic risks. Departmental interviews across the City have been successfully completed and the insights obtained through these sessions have been systematically analyzed and assessed. The five highest-ranked residual risks to the City are: 1. Political Climate 2. Asset Management 3. Public Services 4. Information Technology (IT) Security and Infrastructure 5. Reputation The detailed report including results and recommended actions are attached and will be presented by Plante Moran Project Manager, Briana Solorio.	
Recommended Action: FOR PRESENTATION	

City of Palm Coast, Florida Agenda Item

Agenda Date: September 23, 2025

Department	CITY ADMINISTRATION	Amount
Division		Account #
Subject:	PRESENTATION - COMMUNITY DRIVEN ECONOMIC DEVELOPMENT VISION PLAN	
Presenter:	Monica Dominguez, Northeast Florida Regional Council (NEFRC)	
Attachments:	1. Presentation	
Background:	Ms. Dominguez will introduce the project scope and methodology, including how the Vision Plan will integrate a review of existing city plans to identify areas of alignment and ensure coherence with ongoing initiatives.	
Recommended Action:	FOR PRESENTATION	

City of Palm Coast, Florida Agenda Item

Agenda Date: September 23, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	CODE ENFORCEMENT	Account #
Subject: PRESENTATION - CODE PROCESSES		
Presenter: Barbara Grossman, Code Enforcement Manager		
Attachments: 1. Presentation		
Background: In May 2025, City Council requested an overview of code enforcement processes. Staff will present to City Council the processes of all the divisions within Code Enforcement, to include Animal Control, Business Tax Receipts, Code, and Urban Forestry.		
Recommended Action: FOR PRESENTATION		

City of Palm Coast, Florida

Agenda Item

Agenda Date: September 23, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	CODE ENFORCEMENT	Account #
Subject:	ORDINANCE 2025-XX CHAPTER 44, TRAFFIC AND VEHICLES, ARTICLE II, STOPPING, STANDING, AND PARKING, BY AMENDING SUBSECTION 44-34(C) PARKING AND STORAGE OF VEHICLES GENERALLY, OF THE CITY CODE OF ORDINANCES	
Presenter:	Barbara Grossman, Code Enforcement Manager	
Attachments:	1. Presentation 2. Ordinance	
Background:	On May 13, 2025, City Council was presented with an overview of Commercial Vehicles. Council requested staff review and propose amendments to the code redefining what a commercial vehicle is and to allow certain commercial vehicles in residential zone lots. Section 44-34(c) of the City of Palm Coast ("City") Code of Ordinances defines a commercial vehicle. Section 44-34(c) does not allow commercial vehicles to be parked in residential zoned lots and does not provide for exceptions. The City Council finds that it is necessary to amend Section 44-34(c) of the Code of Ordinances to redefine commercial vehicles and allow for exceptions in residential zones lots.	
Recommended Action:	ADOPT ORDINANCE 2025-XX CHAPTER 44, TRAFFIC AND VEHICLES, ARTICLE II, STOPPING, STANDING, AND PARKING, BY AMENDING SUBSECTION 44-34(C) PARKING AND STORAGE OF VEHICLES GENERALLY, OF THE CITY CODE OF ORDINANCES	

City of Palm Coast, Florida

Agenda Item

Agenda Date: September 23, 2025

Department	COMMUNITY DEVELOPMENT	Amount
Division	CODE ENFORCEMENT	Account #
Subject: ORDINANCE 2025-XX AMENDING CHAPTER 50 WATERWAYS, SECTION 50-31 DEFINITIONS AND CREATING A NEW SECTION 50-33 ANCHORING		
Presenter: Barbara Grossman, Code Enforcement Manager		
Attachments: 1. Presentation 2. Ordinance		
Background: This is a proposed amendment to the Code of Ordinance for the City of Palm Coast relating to the Waterways of the City. Code enforcement received numerous complaints regarding a liveaboard vessel anchored in the City's waterways. Leaving a vessel anchored in the City's waterways may create unsafe conditions, including but not limited to, navigable waterways. Through research and contact with multiple government entities, it was determined an Ordinance was necessary to provide for enforcement of anchoring in the City's waterways. This proposed Ordinance will protect the life, health, and safety of the residents of Palm Coast while providing a mechanism to protect and enforce the City's navigable waterways.		
Recommended Action: ADOPT ORDINANCE 2025-XX AMENDING CHAPTER 50 WATERWAYS, SECTION 50-31 DEFINITIONS AND CREATING A NEW SECTION 50-33 ANCHORING		

City of Palm Coast, Florida

Agenda Item

Agenda Date: September 23, 2025

Department CITY ADMINISTRATION	Amount
Division	Account #
Subject: DISCUSSION - CITY MANAGER SEARCH	
Presenter: Renina Fuller, Director of Human Resources	
Attachments: (None)	
Background: 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. Direction Needed: 1. Scoring and Selection of Semi-Finalists • Narrow list from 12 to top 5 -8 2. Interview Techniques for Final Candidate Selection • Council to discuss and provided direction on interview methods, which may include: ○ Structured panel interviews ○ Community or stakeholder meet-and-greet sessions ○ One-on-one interviews with individual Council Members	
Recommended Action: FOR DISCUSSION AND DIRECTION	