



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, January 13, 2026

9:00 AM

City Hall - Jon Netts Community Wing

City Staff

Michael McGlothlin, 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 - UPDATE ON CURRENT DEBT MARKET AND OVERVIEW OF THE FINANCING PLAN FOR THE SERIES 2026 UTILITY BONDS**
- 2 PRESENTATION - UTILITY FIVE-YEAR CAPITAL IMPROVEMENT PLAN (CIP)**
- 3 RESOLUTION 2026-XX ESTABLISHMENT OF A PARKS & RECREATION ADVISORY BOARD**
- 4 RESOLUTION 2026-XX APPROVING THE PROCESS OF THE TRANSFER OF CITY CANAL BULKHEADS**

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: January 13, 2026

Department	FINANCIAL SERVICES	Amount
Division		Account #
Subject: PRESENTATION - UPDATE ON CURRENT DEBT MARKET AND OVERVIEW OF THE FINANCING PLAN FOR THE SERIES 2026 UTILITY BONDS		
Presenter: Helena Alves, Director of Financial Services, and Joel Tindal, Managing Director, Hilltop Securities		
Attachments: 1. Presentation		
Background: Hilltop Securities Inc., as Financial Advisor to the City of Palm Coast, is presenting a market update on current long term debt conditions in addition to matters pertaining to and overview of the financing plan for the City's upcoming Series 2026 utility bonds.		
Recommended Action: FOR PRESENTATION		

City of Palm Coast, Florida

Agenda Item

Agenda Date: January 13, 2026

Department	WATER AND WASTEWATER UTILITY	Amount
Division		Account #
Subject: PRESENTATION - UTILITY FIVE-YEAR CAPITAL IMPROVEMENT PLAN (CIP)		
Presenter: Brian Roche, Utility Director		
Attachments: 1. Presentation		
Background: As part of City Council's goals to ensure infrastructure performance remains a top priority, this presentation highlights the five-year Utility CIP that will be supported by capacity fees, R&R transfers from annual revenues, grants, and the upcoming \$283 million planned bond issuance. While the utilities face ongoing challenges, staff continues to deliver safe, reliable, and compliant essential water/wastewater/reclaimed services to the community with a focus on plans, projects and people. Master Plans will be developed for both the Water and Wastewater Systems including an effluent management plan, and the development of hydraulic models for each system. The five-year CIP incorporates a project listing totaling \$599 million, highlighted by several large projects including WWTP#1 4.0 MGD expansion, Raw Water Supply and Well expansion and rehabilitation, WTP#1 Sustainability, Meter installs and replacement, PEP Tank installs and replacement which total over \$300 million for these five (5) CIP line items. Actual project timelines, cost estimates and cash flows needs of the projects will fluctuate over the five-year period, capital and financial planning assumptions, projections will be adjusted annually, along with Budgets being developed and approved each year. Objectives within the CIP is to strengthen capital planning, enhance long-term financial planning, and implement project delivery process and discipline. Expanded community outreach, customer service focus and employee engagement are central pillars that will be heightened during the implementation of this large capital improvement program.		
Recommended Action: FOR PRESENTATION		

City of Palm Coast, Florida

Agenda Item

Agenda Date: January 13, 2026

Department	PARKS & RECREATION	Amount
Division		Account #
Subject: RESOLUTION 2026-XX ESTABLISHMENT OF A PARKS & RECREATION ADVISORY BOARD		
Presenter: James Hirst, Director of Parks & Recreation		
Attachments: 1. Presentation 2. Resolution		
Background: As the City plans for and cares for its parks, recreation facilities, and community spaces, City Staff regularly engage residents to better understand community priorities and how these spaces are used. To strengthen and formalize this input, City Staff is proposing the establishment of a Parks & Recreation Advisory Board (PRAB). The board would provide advisory recommendations on parks and recreation priorities, projects, and initiatives, guided by the Parks Master Plan. City Staff have prepared a presentation outlining the proposed Parks & Recreation Advisory Board, along with its rules of procedures and by-laws.		
Recommended Action: ADOPT RESOLUTION 2026-XX ESTABLISHMENT OF A PARKS & RECREATION ADVISORY BOARD		

City of Palm Coast, Florida

Agenda Item

Agenda Date: January 13, 2026

Department	COMMUNITY DEVELOPMENT	Amount
Division	PLANNING	Account #
Subject: RESOLUTION 2026-XX APPROVING THE PROCESS OF THE TRANSFER OF CITY CANAL BULKHEADS		
Presenter: VIRGINIA SMITH, LAND MANAGEMENT ADMINISTRATOR AND LYNN STEVENS, DEPUTY DIRECTOR OF ENGINEERING AND STORMWATER		
Attachments: 1. Presentation 2. Resolution 3. Process - Transfer of City Canal Bulkheads		
Background: This is a legislative item. Several residents have contacted the City over the years to purchase the City owned bulkheads that adjoin their property. In the past, ITT would transfer the bulkheads to the resident upon request. Staff has reviewed the remaining city owned bulkheads and developed a process to transfer upon request to the adjoining property owner. The City currently has three (3) pending requests to have the canal bulkhead transferred to them. The process requires the resident to permit and build a seawall within two (2) years of transfer or the property will revert back to the City. The City will also retain a 20' easement from the property owner. Both the resident and the city benefit from this transaction. • For the Resident: ▪ Resident's property becomes larger. ▪ Resident has ability to maintain and landscape area at a higher level of service. ▪ Provides more ability and flexibility for a floating dock. ▪ Prevents unimproved bank erosion and sediment from infilling abutting canal properties. • For the City: ▪ If unimproved, the resident constructs a seawall to stabilize the shoreline and protect the integrity of the saltwater canal. This cost for seawall is borne by the resident in lieu of the city being responsible for these costs. ▪ If improved, the resident bears the cost to maintain the land and seawall		

shifting these costs from the City to the resident.

- The taxable value of the homeowner's property increases generating additional revenue for the City.
- City still has access to the canal and other rights including but limited to stormwater through a new 20' wide easement.

Recommended Action:

ADOPT RESOLUTION 2026-XX APPROVING THE PROCESS OF THE TRANSFER OF CITY CANAL BULKHEADS