City of Palm Coast
Agenda

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoast.gov

City Council Business Meeting

Mayor Michael Norris
Vice Mayor Theresa Pontieri
Council Member Charles Gambaro
Council Member Ty Miller
Council Member David Sullivan

Tuesday, November 17, 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.
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(5) When addressing the City Council on specific, enumerated Agenda items, speakers shall:
(a) make their comments concise and to the point;
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(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.
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E. APPROVAL OF MINUTES

1. MINUTES OF THE CITY COUNCIL: OCTOBER 20, 2026 BUSINESS MEETING

F. RESOLUTIONS

1. RESOLUTION 2026-XX APPROVING A BUDGET AMENDMENT FOR THE 2025-2026 BUDGET RELATING TO THE APPROPRIATIONS OF FUNDS FOR THE FIRE IMPACT FEE FUND

2. RESOLUTION 2026-XX APPROVING A BUDGET AMENDMENT FOR THE 2025-2026 BUDGET RELATING TO THE APPROPRIATIONS OF FUNDS FOR THE TRANSPORTATION IMPACT FEE FUND AND THE OLD KINGS ROAD SPECIAL ASSESSMENT FUND

3. RESOLUTION 2026-XX CERTIFYING THE FINAL 2026 GENERAL ELECTION RESULTS

G. OATH OF OFFICE FOR NEWLY ELECTED COUNCIL MEMBERS

1. OATH OF OFFICE FOR NEWLY ELECTED COUNCIL MEMBERS FOR DISTRICT SEATS 2, 3, AND 4

H. ORGANIZATIONAL ITEMS

1. VICE MAYOR APPOINTMENT FOR FY 2026-2027

2. COUNCIL LIAISON APPOINTMENTS FOR FY 2026-2027

I PUBLIC COMMENTS
Remainder of Public Comments is limited to three (3) minutes each.

J. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

K. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

L. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

1. REPORTING OF EMERGENCY AND SOLE SOURCE FOR OCTOBER 2026

M. ADJOURNMENT

1. AGENDA WORKSHEET AND CALENDAR

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** E.1

Department CITY CLERK **Division** CITY CLERK	**Amount** **Org/Account #**
Subject: MINUTES OF THE CITY COUNCIL: OCTOBER 20, 2026 BUSINESS MEETING	
Presenter:	
Attachments: 1. Minutes (1)	
Background:	
Recommended Action: **APPROVE MINUTES OF THE CITY COUNCIL: OCTOBER 20, 2026 BUSINESS MEETING**	

City of Palm Coast
Minutes

City Council Business Meeting

City Hall
160 Lake Avenue
Palm Coast, FL 32164
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Mayor Michael Norris
Vice Mayor Theresa Pontieri
Council Member Charles Gambaro
Council Member Ty Miller
Council Member David Sullivan

Tuesday, October 20, 2026	**9:00 AM**	**City Hall - Jon Netts Community Wing**

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A. CALL TO ORDER

Mayor Norris called the meeting to order at 9:00 a.m.

B. PLEDGE OF ALLEGIANCE TO THE FLAG AND A MOMENT OF SILENCE

C. ROLL CALL

City Clerk Kaley Cook called the roll. All members were present.

D. PROCLAMATIONS

1. PROCLAMATION - OCTOBER 19-23, 2026, AS NATIONAL MEDICAL ASSISTANTS RECOGNITION WEEK

Mr. McGlothlin and City Council presented the proclamation.

Lauren Ramirez, Salus Medical Training, shared comments and thanks.

2. PROCLAMATION - OCTOBER 2026 AS NATIONAL DOMESTIC VIOLENCE AWARENESS MONTH

Mr. McGlothlin and City Council presented the proclamation.

Candi Wilkie, Family Life Center, shared comments and thanks.

City Council shared comments and thanks for the work of the Family Life Center.

3. PROCLAMATION - NOVEMBER 25, 2026, AS FLAGLER COUNTY ROTARY CLUB 45TH YEAR ANNIVERSARY

Mr. McGlothlin and City Council presented the proclamation.

Ken Costa, President of the Flagler County Rotary Club, shared comments and thanks, and the Rotary's interest in donating a pavilion at Town Center.

City Council discussed Rotary Club holiday events, thanks, and support for the donation.

E. PUBLIC PARTICIPATION

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Chantal Preuninger discussed items that should be on the ballot, appointment of the Deputy City Manager, Charter language, illegal hiring, and toilet-to-tap.

Jeani Duarte thanked the Rotary Club for the gift, discussed the agenda, waste of taxpayer dollars, Charter language for meeting requirements, and that resident questions deserve answers before votes.

Walter Kusole discussed a building department complaint, street parking and blocking his driveway, and asked for help.

Mr. McGlothlin asked the resident to work with Mr. Nguyen, Interim Director of Community Development.

Wendy Chumarchi discussed eliminating animal control, restructure of Code Enforcement, asked who is responsible for oversight, believed that the Flagler County Sheriff's Office should not be in charge of animal control, that we are going backwards in humane treatment of animals, and asked when we will do better.

Caroline Johnson discussed after hours for animal control, concern that there is no city staff to respond, sheriff's office not responding, recent animal attacks on children in neighboring counties, and encouraged asking the sheriff's office to respond to calls while the City works through internal directives.

Amanda Clingey discussed dog licensing, fixed income, increasing fees, and asked for options for those on a fixed income.

Darlene Shelley asked who deserves to have fresh drinking water, to enjoy their homes peacefully, to have their homes protected, discussed gated communities having more rights, direct and indirect toilet-to-tap, and issues that will harm children.

Mr. McGlothlin responded to public comments regarding the hiring of the Deputy City Manager, filling a vacant position that was already established and has been established since the City was incorporated, and oversight and accountability for recent incidents.

Vice Mayor Pontieri replied to public comment to share that the increase to licensing fees was for cost recovery and that the City cannot subsidize ownership of people's pets, discussed Code Enforcement Officers, that personnel and restructuring decisions were made by staff, working with the County and Sheriff's Office, and asked for support from Council to schedule a joint County/City Meeting. Consensus was provided.

Council Member Sullivan recommended separating the two issues of animal control and a humane society and encouraged a single entity to take care of animal control which is funded by the various entities in Flagler County.

Mayor Norris discussed positions set forth by the City Charter and that the City Manager has the authority to make hires for the City.

F. APPROVAL OF MINUTES

1. MINUTES OF THE CITY COUNCIL: OCTOBER 6, 2026 BUSINESS MEETING, OCTOBER 13, 2026 WORKSHOP MEETING

Vice Mayor Pontieri looked to amend the October 6, 2026, Business Meeting Minutes, section M, to add that consensus was received. City Council agreed to the amendment.

Motion to approve the minutes as amended by Council Member Sullivan and seconded by Council Member Gambaro.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

G. CONSENT

1. RESOLUTION 2026-134 AUTHORIZING THE ROTARY CLUB OF FLAGLER COUNTY TO USE DESIGNATED UTILITY POLES ALONG PALM COAST PARKWAY FOR TEMPORARY BANNERS RECOGNIZING ROTARY FOUNDATION MONTH

2. RESOLUTION 2026-135 APPROVING AN AGREEMENT WITH THE FLAGLER COUNTY CULTURAL COUNCIL FOR THE ADMINISTRATION OF THE CULTURAL ART GRANT PROGRAM

3. RESOLUTION 2026-136 APPROVING THE CULTURAL ART GRANTS FOR FISCAL YEAR 2026-2027

4. RESOLUTION 2026-137 APPROVING A MASTER SERVICES AGREEMENT WITH THE PALM COAST HISTORICAL SOCIETY AND MUSEUM, INC.

Vice Mayor Pontieri asked if the Council is comfortable making this a longer-term lease and extending the lease termination to 90 days.

City Council held discussion on the historical society, current location at Holland Park, and consensus to add language for vacating the current location and to extend the lease termination to 90 days.

Motion to approve the resolution as amended by Council Member Gambaro and seconded by Council Member Sullivan.

Public Comment:
Peter Johnson, President of the Palm Coast Historical Society, was comfortable with the terms and long-term partnership with the City.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

5. RESOLUTION 2026-138 APPROVING PIGGYBACKING THE FLORIDA DEPARTMENT OF MANAGEMENT SERVICES CONTRACT WITH T-MOBILE FOR CELLULAR SERVICES AND EQUIPMENT

Vice Mayor Pontieri shared concerns for coverage and asked if any hardware changes will be needed.

Mr. Akins provided City Council with the requested details of the item.

Motion by Council Member Gambaro and seconded by Vice Mayor Pontieri to adopt the resolution.

Public comment:
There were none.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

6. RESOLUTION 2026-139 APPROVING MULTIPLE MASTER SERVICES AGREEMENTS FOR CITYWIDE SURVEYING AND MAPPING SERVICES

7. RESOLUTION 2026-140 APPROVING MASTER PRICE AGREEMENTS WITH FLAGLER POWER EQUIPMENT AND FLEET KLEEN, INC., (DBA ST. JOHNS SALES & SERVICE) FOR MOWER PARTS AND HANDHELD OUTDOOR EQUIPMENT

8. RESOLUTION 2026-141 APPROVING AN INTERLOCAL AGREEMENT FOR COLD WEATHER SHELTER SERVICES

9. RESOLUTION 2026-142 APPROVING CITY ARCHITECT-LANDSCAPE DESIGN REVIEW MASTER SERVICES AGREEMENTS

10. RESOLUTION 2026-143 APPROVING A HAZARD MITIGATION GRANT PROGRAM PEP PANEL REPLACEMENTS CONTRACT AGREEMENT

11. RESOLUTION 2026-144 APPROVING A FDEM HAZARD MITIGATION GRANT AGREEMENT H1398 FOR CITYWIDE WASTEWATER MANHOLE COVER RETROFITS

12. RESOLUTION 2026-145 APPROVING PIGGYBACKING THE CITY OF ORLANDO CONTRACT IFB23-0211 WITH US SUBMERGENT TECHNOLOGIES, LLC FOR STRUCTURAL CLEANING SERVICES AT WASTEWATER TREATMENT FACILITY NO. 1

13. RESOLUTION 2026-146 APPROVING THE PIGGYBACKING OF VOLUSIA COUNTY CONTRACT NO. 26-B-42LS WITH STALINE WATERWORKS, INC., FOR PVC AND BRASS MATERIALS FOR WATER AND SEWER OPERATIONS

14. RESOLUTION 2026-147 APPROVING THE FLORIDA INLAND NAVIGATION DISTRICT WATERWAYS ASSISTANCE PROGRAM PROJECT AGREEMENT (FL-PC-26-40) FOR THE DESIGN OF ST. JOE WATERWAY TRAIL PHASE I

Vice Mayor Pontieri asked questions about items 8, 9, and 14 and requested to pull items 4 and 5 from the consent agenda.

City Council held discussion with staff on items 8, 9, and 14.

Motion by Vice Mayor Pontieri to approve the consent agenda, excluding items 4 and 5, and seconded by Council Member Miller.

Public Comment:
Jeani Duarte asked Council to please hold all votes today and that the entire agenda needs to be revisited by the next Council.

Darlene Shelley stated that this is an incredible amount of consent items, that residents don't have time to review all of the pages, and that the items do not have benefits for the residents.

Joe Hegedus, Flagler County Health and Human Services Director, shared details of the Cold Weather Shelter.

City Council held discussion on third party vendors, length of the agenda, consent items as administrative items and topics that have been previously presented at a workshop meeting, land use items that needed to be on the agenda, and potential meeting schedule considerations.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

RECESS CITY COUNCIL AND CONVENE THE SR 100 CORRIDOR CRA BOARD

City Council recessed at 10:10 a.m. and convened the SR 100 Corridor CRA Board.

1 RESOLUTION 2026-148 AUTHORIZING A TAXABLE NON-AD VALOREM REVENUE NOTE, SERIES 2026 BANK LOAN FROM WELLS FARGO BANK NOT TO EXCEED $11,000,000 FOR THE PURPOSE OF ACQUIRING CERTAIN REAL PROPERTY LOCATED WITHIN THE STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AREA

Mayor Norris read the title into the record.

Helena Alves, Finance Director, Joel Tindal, Hilltop Securities, and Christopher Roe, Bryant Miller and Olive, presented the topic to City Council.

City Council held discussion on the following topics: repayment, lower premium if repayment was over a longer period of time, current CRA fund balance, interest-only

payment start date, monthly payment cost, and a request to amend the resolution to state that monies cannot be reinvested until after the loan is repaid.

Mr. Roe advised that the resolution can be approved with the amendment and that the interlocal agreement be amended to include language that any excess increment revenues available after annual budgetary payments be applied to payment of the basic principal to pay down the line of credit.

Motion to approve the Resolution as amended to include language that any excess increment revenues available after annual budgetary payments be applied to payment of the basic principal to pay down the line of credit by Council Member Gambaro and seconded by Council Member Miller.

Public Comment:
Jeani Duarte was concerned that this would go over the 36-month repayment deadline and $15 million cap, asked for an explanation as to the connection to the Town Center settlement, identify the parcels and appraisals, discussed wetland restrictions and development rights, show full cost, assumed debt, pulling from reserves, and asked Council to hold their votes.

Darlene Shelley said that more transparency is needed, that residents deserve to know how much this is going to cost the taxpayers, believed this needs to be looked at in more detail, and wanted more evidence to know that this lawsuit even had standing.

Tony Amaral discussed balloon payment, amendments made, did not see where any of the parcel proceeds are committed to be used for repayment, potential devastations to the budget, and asked Council to add the surplus fund buffer to be used for repayment.

Council Member Miller discussed the annual fund balance and the repayment options selected by City Council.

Vice Mayor Pontieri discussed the amendment to the interlocal agreement, that she has not seen evidence that indicated the City would lose the lawsuit, risk of litigation, asked Council what evidence they have seen that the City would lose and believed this to be a poorly conceived vote and settlement.

Passed

Approved – 4 - Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

Denied – 1- Vice Mayor Theresa Pontieri

2 RESOLUTION 2026-153 APPROVING THE ALLOCATION AND EXPENDITURE OF COMMUNITY REDEVELOPMENT TRUST FUNDS IN THE TOTAL AMOUNT OF $3,000,000.00 TO ASSIST IN THE CONSTRUCTION OF A YMCA RECREATIONAL FACILITY AT 1580 CENTRAL AVENUE

Mayor Norris read the title into the record.

Chief Berryhill provided a brief overview of the item.

City Council held discussion on the following topics: contingence on School Board approval, difference between the agreement with the school versus the City, City requirement to pay for the use of the facility, dedicated YMCA staff member for City events, timeline for maintenance repairs, defining City as City Council, timeline for breaking ground, thanks for the efforts to bring the item to fruition, clarification that the funds are coming from CRA funds, and that the use of CRA funds is for improving economic and infrastructure within the CRA.

Chief Berryhill, Chris Seilkop, President/CEO of the Volusia YMCA, and John Walsh, YMCA, provided details as requested.

Motion to approve the Resolution as amended to include that any changes to the lease agreement would have to be approved by the City Council and the designation of a facilities manager equivalent to the School District by Council Member Gambaro and seconded by Vice Mayor Pontieri.

Public Comment:
Jeani Duarte liked the idea of a YMCA, discussed the form of government, differences if the school board does not come on board, future maintenance responsibility, property agreement and lease, guarantees to the residents, and concerns for water.

Darlene Shelley discussed that the YMCA is a global movement, not a single for profit company, wanted residents to know that this will add to their financial burden, YMCA net assets reporting, and giving the organization property that should be collecting taxes and benefitting all residents of Palm Coast.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

3 SR 100 CORRIDOR COMMUNITY REDEVELOPMENT AGENCY RESOLUTION 2026-XX APPROVING EXPENSES FOR SERVICES TO PREPARE A COMPREHENSIVE MASTER PLAN FOR THE PALM COAST CULTURAL ARTS SITE

Mayor Norris read the title into the record.

Carl Cote, Director of Stormwater & Engineering, presented the topic to Council.

City Council held discussion on the following topics: contract total, premature to bring this forward, potential to complete the project internally, process and timeline for architectural and technical review, and planning.

Mayor Norris asked for consensus to table the item. City Council concurred.

Motion by Vice Mayor Pontieri and seconded by Council Member Miller to table the item to the next CRA meeting.

Public comment:
Darlene Shelley did not agree with spending money for a design concept, not right for the residents of Palm Coast, rising costs, no master plan, and you cannot allow profits to dictate what is going to happen in Town Center.

Jeani Duarte said that the design concept should have been part of this presentation, thanked Council for tabling the item, and that maybe another location would be more suitable.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

ADJOURN THE SR 100 CORRIDOR CRA BOARD AND RECONVENE CITY COUNCIL

The SR 100 Corridor CRA Board adjourned at 11:13 a.m. and reconvened City Council.

H. RESOLUTIONS

1. RESOLUTION 2026-149 AUTHORIZING A TAXABLE NON-AD VALOREM REVENUE NOTE, SERIES 2026 BANK LOAN FROM WELLS FARGO BANK NOT TO EXCEED $11,000,000 FOR THE PURPOSE OF ACQUIRING CERTAIN REAL PROPERTY LOCATED WITHIN THE STATE ROAD 100 CORRIDOR COMMUNITY REDEVELOPMENT AREA

Mayor Norris read the title into the record.

Ms. Alves provided a brief overview of the item.

Mr. Roe, Bryant, Miller, Olive, PA, provided the details of the resolution for Council consideration.

Motion by Council Member Gambaro and seconded by Council Member Sullivan to adopt the Resolution.

Public Comment:
Jeani Duarte stated that this is a variable loan, has to do with a settlement, that it exceeds Charter limits and wanted Council to table the item.

Mr. Roe explained the Charter limits and that the item is not related.

Passed

Approved – 4 - Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

Denied – 1- Vice Mayor Theresa Pontieri

2. RESOLUTION 2026-154 APPROVING A LEASE AGREEMENT WITH THE VOLUSIA-FLAGLER FAMILY YOUNG MEN'S CHRISTIAN ASSOCIATION ("YMCA") FOR PROPERTY LOCATED AT 1580 CENTRAL AVENUE

Mayor Norris read the title into the record.

Chief Berryhill provided a brief overview of the item.

Motion to approve the Resolution as amended to include that any changes to the lease agreement would have to be approved by the City Council and the designation of a facilities manager equivalent to the School District by Council Member Gambaro and seconded by Vice Mayor Pontieri

Public Comment:
There were none.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

City Council recessed at 11:30 a.m. and reconvened at 11:46 a.m.

3. RESOLUTION 2026-150 AMENDING POLICY RELATING TO THE STATE HOUSING INITIATIVE PARTNERSHIP PROGRAM LOCAL HOUSING ASSISTANCE PLAN PURCHASE ASSISTANCE PROGRAM FOR AFFORDABLE RENTAL DEVELOPMENT AND FIRST TIME HOMEBUYERS' DOWN PAYMENT ASSISTANCE

Mayor Norris read the title into the record.

Jackie Gonzalez, Site Development Coordinator I, and Joe Hegedus, Director of Flagler County Health and Human Services, presented the topic to Council.

City Council held discussion on the following topics: number of assisted affordable houses throughout the City and County, rental prices as more units have become available, increase in foreclosures, occupancy rates, applicability to neighboring cities, concern for using tax dollars to support development, waitlist for participants, equal opportunity housing laws, and code related to manufactured homes.

Ms. Gonzalez and Mr. Hegedus provided a response to Council comments and questions.

Motion by Vice Mayor Pontieri and seconded by Council Member Miller to adopt the amended Resolution by removing suggestion 1.

Public Comment:
Jeani Duarte discussed the title of the resolution, asked about the percentage for the first time buyer assistance, was concerned about discrimination, who qualifies to get rental assistance programs, and where public employees fit in.

Darlene Shelley found it ironic to discuss affordable housing while making housing unaffordable for current residents, discussed tax credits and tax breaks, slated ITT lots, and implored the Council to not use the residents as a piggyback.

Mr. Hegedus and Ms. Gonzalez provided the definitions from the State, percentage of funding for rehabilitation, and HUD income requirements.

Council Member Sullivan highlighted the importance of the program and the big issues for overall affordable housing.

Passed

Approved – 4 – Vice Mayor Theresa Pontieri, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

Denied – 1- Council Member Charles Gambaro

4. RESOLUTION 2026-151 AMENDING THE PARKS & RECREATION FEE STRUCTURE

Mayor Norris read the title into the record.

Brittany McDermott, Director of Parks & Recreation, and Dennis Redican, Recreation Manager, presented the topic to City Council.

City Council held discussion on the following topics: verifying addresses, fees for disabled veterans, rate changes bringing us closer to cost recovery at the Southern Recreation Center, additional efforts that can be taken for cost recovery of amenities, and member engagement on the topics.

Motion by Council Member Gambaro and seconded by Council Member Miller to adopt the Resolution.

Public Comment:
There were none.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

5. RESOLUTION 2026-152 APPROVING PROJECT EXPENSES INCLUDING A GUARANTEED MAXIMUM PRICE CONTRACT AMENDMENT FOR PHASE 1C,

CONSTRUCTION ADMINISTRATION SERVICES, AND A PROJECT CONTINGENCY FOR THE MAINTENANCE OPERATION CENTER PROJECT

Mayor Norris read the title into the record.

Eric Gebo, Architect III, and Mr. Cote, presented the topic to Council.

Motion by Council Member Gambaro and seconded by Council Member Sullivan to adopt the Resolution.

Public Comment:
Jeani Duarte did not support the facility, discussed bulk fleet, asked about approvals for this project, if this item is using impact fees, exceeding the spending cap, and wanted a breakdown of what has been included in each phase.

Mr. Cote reiterated that the City is not borrowing funds for this project.

City Council held discussion on the shared purpose of the facility, encouraged Candidates to visit the public works facility, the importance of investing in the Future, bringing the City facility into the modern age, and the need for improved maintenance facilities.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

I. ORDINANCES SECOND READ

1. ORDINANCE 2026-13 AN AMENDMENT TO THE MAGNOLIA TRACE MASTER PLANNED DEVELOPMENT-DEVELOPMENT AGREEMENT (MPD-DA)

Mayor Norris read the title into the record.

Attorney Duffy called for any ex parte communications.

The City Clerk swore in individuals testifying on the item.

Jose Papa, Senior Planner, provided an introduction to the item.

Mr. Livingston, on behalf of the applicant, presented the topic to City Council.

City Council held discussion on the following topics: stormwater language within the MPD and concern for water shedding onto other properties.

Mr. Livingston replied to the concern with language that can be added to section 9E of the Ordinance to create no adverse offsite flooding.

Motion by Vice Mayor Pontieri and seconded by Council Member Gambaro to adopt Ordinance 2026-XX Amendment to the Magnolia Trace Master Planned Development-Development Agreement (MPD-DA) with amending Section 9E.

Mr. Morales briefly presented the stormwater maintenance in the area.

Mayor Norris highlighted that this is an existing project since 2005.

Public comment:
Jeani Duarte was concerned for flooding, appreciated the reduction in entitlements, shared concerns for burrow pit and historical site preservation, benefiting from rental agreements, and concern for pesticides.

Darlene Shelley urged Council to deny the item, and discussed incompatible land use, wetlands, and no enforcement for wildlife habitat corridors.

Preston Zepp, City Historian, gave credit to the developer who has gone above and beyond in the preservation of Gore Lake Mound, discussed developer commitments, added green space, and asked about watershed from the development into neighboring areas.

Mr. Morales shared the natural flow of the water to the south and to the west.

Council Member Miller replied to the public comments that the historical concerns have been presented on, that there is no reclaimed water to potable water use, that the airport noise contours are nowhere near the development, that the development is consistent with the LDC, and that buffers have been addressed already as well.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

2. ORDINANCE 2026-07 RED MILL POINTE MPD - APPLICATION # 6212

Mayor Norris read the title into the record and called for any ex parte communications.

The City Clerk swore in individuals testifying on the item.

Michael Hanson, Senior Planner, opened the item.

Mr. Chiumento, on behalf of the applicant, presented the topic to Council.

Motion to adopt Ordinance 2026-XX Red Mill Pointe MPD - application #6212 by Council Member Sullivan and seconded by Council Member Gambaro

Public Comment:
Jeani Duarte said that the items should be brought to future Council and for the current Council to hold their votes.

Darlene Shelley said that this is the same thing over and over, this falls on the residents of Palm Coast, did not believe we have to honor something from 20 years ago, and shared problems with increasing residential density when we know that there are wastewater capacity issues and flooding issues.

Mr. Hanson replied that there is no increase to density or intensity and shared the Florida Statutes related to the application and the City's requirements.

City Council continued discussion on the following topics: land use entitlements, wetland mitigation, frustration with hearing continued attacks of the board, encouragement to research what the Council has done on such items, concerns with annexing properties, and belief that this would be a good change for the site.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

3. ORDINANCE 2026-08 LAKEVIEW ESTATES COMPREHENSIVE PLAN AMENDMENT APPLICATION # 5576

Items I 3 and 4 were presented together.

Mayor Norris read the titles of both items into the record and called for any ex parte communications.

The City Clerk swore in individuals testifying on the items.

Mr. Hanson opened the item.

Mr. Chiumento presented the topic to Council.

City Council held discussion on the following topics: commercial property to be closer to US 1 to allow the buffer and requests for a new arsenic sample.

Alex Ustilavsky, Developer, replied that there is a letter from October regarding arsenic testing.

City Council continued discussion on adequacy of the completed testing, boring depth, decrease in density, potential language to ensure the agreed upon 39 units for tract 3 in perpetuity as described in the MPD, a scrivener error that was corrected in the table regarding 150 ft view protection zone, and language in the MPD regarding view protection zones.

Mr. Hanson replied to Council comments and questions.

Motion by Vice Mayor Pontieri and seconded by Council Member Gambaro to approve Ordinance 2026-XX Lakeview Estates Comprehensive Plan Amendment Application # 5576 with the site-specific policy.

Public Comment:
Jeani Duarte stated that tract 8 is worthless wetlands to the developer but has value for the City, residents do not want the park, and asked Council to hold their votes.

Jeff Adams, residents in Matanzas Cove, shared concern for accepting tract 8 for a park, that the piece of land acts as a buffer, and wanted assurance that there would be some kind of fencing or gating for the community so that people aren't wandering through the gated neighborhood.

Steven Gaylord shared that he lived through the development of zone 1 and pools full of dirt and soot, and asked about review of future bus stops and access road locations.

Darlene Shelley shared that all of these changes should be made to benefit the residents of Palm Coast, increases in density and intensity are unfair to the residents, and her expectation for Council to vote no.

Janice Bland lives along tract 3, wanted to piggyback on Mr. Gaylord's comments regarding filth that blew through the air, inability to utilize their pool, does not believe appropriate testing has been achieved, and encouraged Council to table the item for further study until after the election.

Mike Lybarger, shared his history in local government, opposed the item, asked that the item be postponed until there is a new Council and they have looked over the land regulation, PLDRB voted no to this development, and think about the people you have picked to be on that board.

Leann Pennington, Flagler County BOCC Chair, believed this is a great settlement, discussed prior approvals, patterns of piece-meal development, rejecting the agreement will not stop development from happening, the City would have control of the land, and the testament of how many residents are not here to oppose the item.

Karen Lubutti supported the item, discussed development consistency, support for the park and conservation lands, greater good of the proposal, and urged council to support the item.

Sylvia Gortz opposed building on tract 3, PLDRB voted unanimously to deny, felt tract 8 was not developable for a park, testing on tract 3, what has changed since 2021, residents have not heard about any meetings, and asked Council to vote no or table the item.

Mike Lubutti asked Council to support the change, stated that the item before Council better serves the residents, discussed the original proposal, consistency with the area, substantial public benefits, and urged Council to accept the plan.

City Council held discussion on the location, the need for a park in the area, buffers, that the privacy is better with the presented option, MPD language regarding conservation, clarification on the planning board vote and that changes have been made, technical site plan process, positives of the project, and that there is a reduction in density and no change to intensity.

Passed

Approved – 4 - Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan

Denied – 1- Mayor Michael Norris

4. ORDINANCE 2026-09 LAKEVIEW ESTATES MPD AMENDMENT - APPLICATION # 5575

Mayor Norris read the title into the record.

Vice Mayor Pontieri shared concerns for burning and asked if there is a willingness to not do pile burning. The applicant agreed.

Motion by Vice Mayor Pontieri and seconded by Council Member Miller to adopt Ordinance 2026-XX Lakeview Estates MPD Amendment - Application # 5575 with the addition that no pile burning can occur in the development of tract 3 and for the development to not come back in perpetuity regarding the approved 39 units.

Public Comment:
There were none.

Passed

Approved – 4 - Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan

Denied – 1- Mayor Michael Norris

5. ORDINANCE 2026-10 AMENDING THE UNIFIED LAND DEVELOPMENT CODE

Mayor Norris read the title into the record.

Mr. Papa provided an overview of the item.

City Council thanked staff for the efforts.

Motion by Vice Mayor Pontieri and seconded by Council Member Miller to adopt Ordinance 2026-XX Amending the Unified Land Development Code.

Public Comment:
Jeani Duarte asked Council to please recite the exact amendment that changes the land development code, discussed the LDC, and what can we do to reverse data centers.

City Council clarified the included language uses not permitted in the City and the future ordinance to further define data centers.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

6. ORDINANCE 2026-11 PROHIBITING THE TRANSFER OF THE CITY OF PALM COAST FIRE RESCUE DEPARTMENT

Mayor Norris read the title into the record.

Chief Berryhill provided a background of the item.

Motion by Vice Mayor Pontieri and seconded by Council Member Miller to adopt Ordinance 2026-XX Prohibiting the transfer of the City of Palm Coast Fire Rescue Department

Public comment:
There were none.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

7. ORDINANCE 2026-12 PROHIBITING DIRECT POTABLE REUSE

Mayor Norris read the title into the record.

Attorney Duffy provided a brief overview.

Motion by Council Member Gambaro and seconded by Council Member Sullivan to adopt Ordinance 2026-XX Prohibiting Direct Potable Reuse.

Public Comment:
Jeani Duarte appreciated the ordinance being passed, stated that the ordinance does not include indirect, that the citizens of Palm Coast are guinea pigs, and asked what we are doing about including the word indirect and what remains permitted.

Darlene Shelley stated that there is a need to address limitations on fresh clean water for residents of Palm Coast and shared concern for quality of water and cost of water.

Mayor Norris asked Mr. Roche to explain the difference between wastewater and reclaimed water.

City Council held discussion with Mr. Roche on the City's water awards and rating the City utility.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

8. ORDINANCE 2026-14 HISTORICAL PRESERVATION

Mayor Norris read the title into the record.

Attorney Duffy provided a brief overview.

Motion by Vice Mayor Pontieri and seconded by Council Member Sullivan to adopt Ordinance 2026-XX Historical Preservation.

Public Comment:
Preston Zepp shared his prior discussion with Council Members, supported the item, shared support for Attorney Duffy, and supported the ordinance.

Peter Johnson thanked Attorney Duffy, commended the Council, shared that the County established a similar board, discussed members that will serve on the board and number of members, and asked if the City Historian would be a liaison to the board.

Darlene Shelley shared that it is a great thing to protect history of Palm Coast, unfortunate that it took this long, discussed prehistoric burial grounds that are now gone, and the need to look into demolition of historical items.

Jeani Duarte asked if this will protect the resources before clearing and discussed losing our historical sites and the need to do what we can to preserve before damage.

Mr. Zepp shared details of historical items, approval of demolition of certain items, and the goal of protecting as much as possible.

Council Member Miller highlighted the actions the Council has taken to address the concerns.

Passed

Approved – 5- Vice Mayor Theresa Pontieri, Council Member Charles Gambaro, Council Member Ty Miller, Council Member David Sullivan, Mayor Michael Norris

J PUBLIC COMMENTS

Remainder of Public Comments is limited to three (3) minutes each.

Peter Johnson thanked City Council, shared that they were a very effective Council, and thanked the Council Members for trying to do the right thing.

Darlene Shelley thanked Council for listening, discussed trying to protect Palm Coast, upcoming elections and the importance for residents to vote for candidates that represent what is important to them.

Jeani Duarte had a concern for trash blowing around the City, cleanup efforts, City and State amendments on the upcoming ballots, restoration of the Charter, and encouraged citizens to vote no on all of the items.

Jeremy Davis thanked Vice Mayor Pontieri for her service.

K. DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

Council Member Miller provided sports updates.

Council Member Gambaro highlighted that this is the last meeting before we swear in the new Council, was thankful for the opportunity to serve, and shared team accomplishments.

Council Member Sullivan shared that he will be at the meeting on November 17 to welcome in the new Council Members, recommended that the next joint City and County meeting should be on animal control but to not have the meeting until staff has a number from the Flagler County Sheriff's Office, to separate the two topics of animal control and an animal shelter, and thanked the Vice Mayor and wished her well.

Vice Mayor Pontieri discussed the animal control issue that needs to be addressed, direction to reach out to the Flagler County Sheriff's Office in regards to animal control, communications that the board received, concern for the financials and operations of the Flagler Humane Society, a call to action for more transparency and accountability that needs to happen with the Humane Society, asked Council for demands before entering into another contract including the last 4 years of full financials, to do an audit of their books, ask for UF reports, and urged Council to not agree to a contract before those things are done.

Vice Mayor Pontieri thanked Council Members, City staff, and wished future Council Members the best of luck.

Mayor Norris shared thanks to the Council Members for their service.

L. DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

Attorney Duffy shared an update to the litigation with the HBA, the ruling in the City's favor on counts 3 and 4, and moving forward with those counts while appealing the first two counts.

M. DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

1. REPORTING OF EMERGENCY AND SOLE SOURCE FOR SEPTEMBER 2026

Mr. McGlothlin appreciated the opportunity and what the Council Members have had a hand in building.

N. ADJOURNMENT

The meeting was adjourned at 3:39 p.m. Respectfully submitted by: Kaley Cook, CMC, FCRM City Clerk

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** F.1

Department FINANCE **Division** FINANCE	**Amount** **Org/Account #**

Subject: RESOLUTION 2026-XX APPROVING A BUDGET AMENDMENT FOR THE 2025-2026 BUDGET RELATING TO THE APPROPRIATIONS OF FUNDS FOR THE FIRE IMPACT FEE FUND

Presenter: **Raelene Bowman, MPA, Accountant**

Attachments:

1. Resolution

Background:

City Council adopted the Amended Fiscal Year 2026 Budget on the 23rd day of September 2026 per Resolution 2026-125.

Per State Statute 166.241, section 8, the governing body of each municipality at any time within the fiscal year, or within 60 days following the end of the fiscal year, may amend a budget for that year.

The Fire Impact Fee Fund expenditures for the Fire Station 22 project have exceeded the projected budget for Fiscal Year 2025-2026 by $230,000 and requires City Council to amend the Fiscal Year 2025-2026 revised budget from $12,934,356 to $13,164,356.

Recommended Action:
ADOPT RESOLUTION 2026-XX APPROVING A BUDGET AMENDMENT FOR THE 2025-2026 BUDGET RELATING TO THE APPROPRIATIONS OF FUNDS FOR THE FIRE IMPACT FEE FUND

RESOLUTION 2026-_____
FISCAL YEAR 2026 BUDGET AMENDMENT
FIRE IMPACT FEE FUND

A RESOLUTION OF THE CITY OF PALM COAST, FLORIDA, AMENDING THE REVISED FISCAL YEAR 2025-2026 BUDGET RELATING TO FIRE IMPACT IMPROVEMENT FUND REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Fire Impact Fee Fund has exceeded the projected budget for Fiscal Year 2025-2026 by $230,000 and requires City Council to amend the revised Fiscal Year 2025-2026 budget from $12,934,356 to $13,164,356; and

WHEREAS, In accordance with State Statute 166.241, section 8, the governing body of each municipality at any time within the fiscal year, or within 60 days following the end of the fiscal year, may amend a budget for that year; and

WHEREAS, City Council desires to amend the Fiscal Year 2025-2026 budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. BUDGET AMENDMENT. The City Council of the City of Palm Coast hereby amends the revised Fiscal Year 2025-2026 budget for the Fire Impact Fee Fund by $230,000 related to the expenditures in these funds.

SECTION 2. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable, and if any phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution.

SECTION 3. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 4. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 17th day of November 2026.

ATTEST: CITY OF PALM COAST

_____ _____

KALEY COOK, CITY CLERK MICHAEL NORRIS, MAYOR

APPROVED AS TO FORM AND LEGALITY

_____

MARCUS DUFFY, CITY ATTORNEY

Attachment: Exhibit "A" Budget Summary

EXHIBIT A - Budget Summary - Budget Amendment

CITY OF PALM COAST

FIRE IMPACT FEE FUND

		FY 2025-2026 BUDGET		FY 2025-2026 AMENDED BUDGET
REVENUES:				
Permits, Fees and Special Assessments	$	921,895	$	921,895
Intergovernmental Revenue		624,887		624,887
Interest Revenue		180,000		180,000
Transfers from Other Funds		2,446,917		2,446,917
Appropriated Fund Balance		8,760,657		8,990,657
TOTAL REVENUES:	$	12,934,356	$	13,164,356
EXPENDITURES:				
Capital Outlay	$	12,492,038	$	12,722,038
Interfund Transfers		442,318		442,318
TOTAL EXPENDITURES:	$	12,934,356	$	13,164,356

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** F.2

Department FINANCE **Division** FINANCE	**Amount** **Org/Account #**

Subject: RESOLUTION 2026-XX APPROVING A BUDGET AMENDMENT FOR THE 2025-2026 BUDGET RELATING TO THE APPROPRIATIONS OF FUNDS FOR THE TRANSPORTATION IMPACT FEE FUND AND THE OLD KINGS ROAD SPECIAL ASSESSMENT FUND

Presenter: **Raelene Bowman, MPA, Accountant**

Attachments:

1. Resolution

Background:

City Council adopted the Amended Fiscal Year 2026 Budget on the 23rd day of September 2026 per Resolution 2026-125.

Per State Statute 166.241, section 8, the governing body of each municipality at any time within the fiscal year, or within 60 days following the end of the fiscal year, may amend a budget for that year.

The Old Kings Road Special Assessment Fund and Transportation Impact Fee Funds interfund transfers need to be increased by $20,000 to match actual amount recorded for the special assessment district for the end for Fiscal Year 2026.

Recommended Action:
ADOPT RESOLUTION 2026-XX APPROVING A BUDGET AMENDMENT FOR THE 2025-2026 BUDGET RELATING TO THE APPROPRIATIONS OF FUNDS FOR THE TRANSPORTATION IMPACT FEE FUND AND THE OLD KINGS ROAD SPECIAL ASSESSMENT FUND

RESOLUTION 2026-_____
FISCAL YEAR 2026 INTERFUND TRANSFER FOR OLD KINGS ROAD SPECIAL ASSESSMENT FUND AND THE TRANSPORTATION IMPACT FEE FUND

A RESOLUTION OF THE CITY OF PALM COAST, FLORIDA, AMENDING THE FISCAL YEAR 2025-2026 BUDGET RELATING TO OLD KINGS ROAD SPECIAL ASSESSMENT FUND AND THE TRANSPORTATION IMPACT FEE FUND REVENUES AND EXPENDITURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Old Kings Road Special Assessment Fund and Transportation Impact Fee Fund interfund transfers budgets for Fiscal Year 2025-2026 need to increase by $20,000 to match actual amount recorded for the special assessment district; and

WHEREAS, In accordance with State Statute 166.241, section 8, the governing body of each municipality at any time within the fiscal year, or within 60 days following the end of the fiscal year, may amend a budget for that year; and

WHEREAS, City Council desires to amend the Fiscal Year 2025-2026 budget.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. BUDGET AMENDMENT. The City Council of the City of Palm Coast hereby amends the interfund transfers for Old Kings Road Special Assessment Fund and Transportation Impact Fee Fund Fiscal Year 2025-2026 budget by $20,000.

SECTION 2. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 3. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 4. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any action necessary to implement the action taken in this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 17th day of November 2026.

ATTEST: CITY OF PALM COAST

_____ _____

KALEY COOK, CITY CLERK MICHAEL NORRIS, MAYOR

APPROVED AS TO FORM AND LEGALITY

_____

MARCUS DUFFY, CITY ATTORNEY

Attachment: Exhibit "A"- Budget Summary

EXHIBIT A - Budget Summary - Budget Amendment

CITY OF PALM COAST

TRANSPORTATION IMPACT FEE FUND

	FY 2025-2026 BUDGET	FY 2025-2026 AMENDED BUDGET
REVENUES:		
Permits, Fees and Special Assessments	$ 8,771,291	$ 8,771,291
Intergovernmental Revenue	13,012,196	13,012,196
Interest Revenue	500,000	500,000
TOTAL REVENUES:	$ 22,913,487	$ 22,913,487
EXPENDITURES:		
Operating Expenses	$ 54,567	$ 69,917
Interfund Transfers	1,120,000	1,140,000
Capital Outlay	21,349,231	21,349,231
Contingency	389,689	354,339
TOTAL EXPENDITURES:	$ 22,913,487	$ 22,913,487

OKR SPECIAL ASSESSMENT FUND

	FY 2025-2026 BUDGET	FY 2025-2026 AMENDED BUDGET
REVENUES:		
Special Assessment	$ 323,000	$ 323,000
Intergovernmental Revenue	125,000	105,000
Interest Revenue	50,000	50,000
Transfers from Other Funds	320,000	340,000
TOTAL REVENUES:	$ 818,000	$ 818,000
EXPENDITURES:		
Operating Expenses	$ 55,000	$ 123,517
Debt Service	323,000	323,000
Capital Outlay	350,000	350,000
Contingency	90,000	21,483
TOTAL EXPENDITURES:	$ 818,000	$ 818,000

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** F.3

Department CITY ADMINISTRATION **Division**	**Amount** **Org/Account #**
Subject:	RESOLUTION 2026-XX CERTIFYING THE FINAL 2026 GENERAL ELECTION RESULTS
Presenter:	**Kaley Cook, City Clerk**

Attachments:

1. Resolution
2. County Canvassing Board Certificate

Background:

On November 3, 2026, City Council District Seats 2, 3, and 4, and City Charter Amendments 1, 2, and 3 were on the General Election ballot. In accordance with the City's Charter Article VII, the City Clerk shall immediately report the results back to the City Council to certify and file the results.

Tony Amaral Jr. was elected to the District 2 seat, Ray Stevens was elected to the District 3 seat, and Darlene Shelley was elected to the District 4 seat. City Charter Amendments 1 and 2 were approved, City Charter Amendment 3 failed.

The County Canvassing Board Certificate is attached to this agenda item for City Council to certify the results of the 2026 Elections.

Recommended Action:
ADOPT RESOLUTION 2026-XX CERTIFYING THE FINAL 2026 GENERAL ELECTION RESULTS

RESOLUTION 2026-___
2026 GENERAL ELECTION CERTIFICATION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, PROVIDING FOR THE ACCEPTANCE AND CERTIFICATION OF THE RESULTS OF THE NOVEMBER 3, 2026, GENERAL ELECTION FOR THE CITY OF PALM COAST AS CANVASSED AND REPORTED BY THE FLAGLER COUNTY CANVASSING BOARD FOR THE SAID ELECTIONS; PROVIDING FOR A DETERMINATION AS TO THE WINNING CANDIDATES IN EACH RACE; PROVIDING AN EFFECTIVE DATE.

WHEREAS, Article VII of the *City of Palm Coast Charter* pertains to the City of Palm Coast elections; and

WHEREAS, Article VII Section 7 of the *City of Palm Coast Charter* provides:

> … after final election results are certified by the Flagler County Supervisor of Elections the Canvassing Board shall immediately report the results back to a meeting of the City Council held for the purpose of final certification and filing with the City Clerk as required by law;" and

WHEREAS, in 2014, City Council adopted Ordinance 2014-5 amending Chapter 2, Article II by adding "election procedures" to the City Code of Ordinances. Section 2-37 (e) Canvass of returns states the Flagler County Canvassing Board shall canvass the returns of all City elections held in conjunction with County elections, in accordance with the provisions of State law; and

WHEREAS, in 2026, the City Council seats for District 2, District 3, and District 4, and the City of Palm Coast Charter Amendments 1, 2, and 3 were placed on the County ballot and, therefore, canvassed by the Flagler County Canvassing Board; and

WHEREAS, the Canvassing Board has canvassed the votes cast at the General Election for the City of Palm Coast held on November 3, 2026, and has reported the final results of said elections; and

WHEREAS, the provisions of this Resolution implement the power and the right of the City Council to certify the final results of the General Election held on November 3, 2026, as it pertains to Seat 2, Seat 3, and Seat 4, and the City of Palm Coast Charter

Amendments 1, 2, and 3.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. RESULTS OF THE GENERAL ELECTION OF NOVEMBER 3, 2026. The City Council of the City of Palm Coast hereby accepts the Certificate of the Canvassing Board (Exhibit "A" attached) as the results of the November 3, 2026, General Election, as provided to the City Council by the Flagler County Canvassing Board and hereby certifies the said results.

SECTION 2. EFFECT OF CERTIFICATION/RESULTS OF ELECTION. The City Council hereby finds and concludes that the winner of Seat 2, Seat 3, and Seat 4 of the 2026 General Election are the qualified winning candidates and shall take office in accordance with the provisions of Article VII Elections, Section (6)(a) and 6(d) of the *City Charter of the City of Palm Coast*:

(1) As to the Election for the seat for District 2, the votes cast by the electors of the City of Palm Coast elected Tony Amaral Jr.

(2) As to the Election for the seat for District 3, Ray Stevens, as an unopposed candidate, is elected to the seat.

(3) As to the Election for the seat for District 4, the votes cast by the electors of the City of Palm Coast elected Darlene Shelley.

(4) As to the City of Palm Coast Charter Amendment 1, the votes cast by the electors of the City of Palm Coast decided Yes.

(5) As to the City of Palm Coast Charter Amendment 2, the votes cast by the electors of the City of Palm Coast decided Yes.

(6) As to the City of Palm Coast Charter Amendment 3, the votes cast by the electors of the City of Palm Coast decided No.

SECTION 3. CONFLICTS. All resolutions or parts of resolution in conflict with this Resolution are hereby repealed.

SECTION 4. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable, and if any phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, this 17th day of November 2026.

ATTEST: CITY OF PALM COAST

_____ _____

KALEY COOK, CITY CLERK MICHAEL NORRIS, MAYOR

APPROVED AS TO FORM AND LEGALITY

_____

MARCUS DUFFY, CITY ATTORNEY

Attachment: Exhibit “A” Final Certification of 2026 General Election

Statistics

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Ballots Cast - Total	64,425	17,456	30,533	16,436

United States Senator

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Ashley Moody	39,539	12,022	20,102	7,415
Angie Nixon	23,614	5,002	9,959	8,653
Neil J. Gillespie	754	274	268	212
Total Votes Cast	63,907	17,298	30,329	16,280

Representative in Congress, District 6

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Randy Fine	37,123	11,341	19,096	6,686
Eric Yonce	24,901	5,303	10,449	9,149
Andrew Parrott	574	204	217	153
Write-In Totals	85	32	32	21
Write-In: Alec Pavlik	10	5	3	2
Write-In: Not Certified	75	27	29	19
Not Assigned	0	0	0	0
Total Votes Cast	62,683	16,880	29,794	16,009

Governor and Lieutenant Governor

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Byron Donalds	38,820	11,984	19,796	7,040
David Jolly	24,288	5,052	10,259	8,977
Scott Eckhard Jewett	287	86	104	97
Charles Burkett	108	38	37	33
Frank J. Russo	165	50	59	56
Moliere "Moe" Dimanche	37	17	13	7
Dean Ocean Abrams	67	23	27	17
Jeffrey Peter "Dr. Jeff" Datto	65	23	29	13
Write-In Totals	107	44	42	21
Write-In: Kathy Anderson & Daniel Nokovich	0	0	0	0
Write-In: Not Certified	104	44	40	20
Write-In: Erik Morris & LeRoy	3	0	2	1
Not Assigned	0	0	0	0
Total Votes Cast	63,944	17,317	30,366	16,261

Attorney General

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
James Uthmeier	39,377	12,061	19,992	7,324
Jose Javier Rodriguez	24,034	5,052	10,121	8,861
Total Votes Cast	63,411	17,113	30,113	16,185

Chief Financial Officer

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Blaise Ingoglia	38,531	11,850	19,656	7,025
Annette Taddeo	23,719	4,987	9,955	8,777
Total Votes Cast	62,250	16,837	29,611	15,802

Commissioner of Agriculture

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Wilton Simpson	38,603	11,814	19,703	7,086
Joey Mendoza Atkins	24,067	5,059	10,093	8,915
Write-In Totals	73	38	26	9
Write-In: Kyle "KC" Gibson	1	0	1	0
Write-In: Not Certified	72	38	25	9
Not Assigned	0	0	0	0
Total Votes Cast	62,743	16,911	29,822	16,010

State Representative, District 19

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Sam Greco	38,205	11,751	19,523	6,931
Suzanna Pavelle	24,450	5,141	10,242	9,067
Total Votes Cast	62,655	16,892	29,765	15,998

Board of County Commissioners, District 2

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Theresa Pontieri	38,493	11,539	19,161	7,793
Raymond Royer	20,927	4,722	9,083	7,122
Total Votes Cast	59,420	16,261	28,244	14,915

Board of County Commissioners, District 4

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Leann Pennington	44,773	13,248	21,890	9,635
Write-In Totals	3,029	689	1,323	1,017
Write-In: Denise "Woody"	702	97	233	372
Write-In: Not Certified	2,327	592	1,090	645
Not Assigned	0	0	0	0
Total Votes Cast	47,802	13,937	23,213	10,652

Justice of the Supreme Court - Muniz

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	35,896	10,366	17,724	7,806
No	20,293	4,633	8,839	6,821
Total Votes Cast	56,189	14,999	26,563	14,627

District Court of Appeal - Harris

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	37,031	10,559	17,990	8,482
No	18,808	4,335	8,428	6,045
Total Votes Cast	55,839	14,894	26,418	14,527

District Court of Appeal - Makar

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	36,191	10,277	17,674	8,240
No	19,055	4,440	8,409	6,206
Total Votes Cast	55,246	14,717	26,083	14,446

District Court of Appeal - Wallis

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	35,946	10,202	17,407	8,337
No	19,014	4,457	8,489	6,068
Total Votes Cast	54,960	14,659	25,896	14,405

School Board, District 4

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Christy Chong	27,679	7,812	13,507	6,360
Trevor Tucker	26,683	6,745	12,173	7,765
Total Votes Cast	54,362	14,557	25,680	14,125

City of Palm Coast Council Member, District 2

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Antonio "Tony" Amaral Jr.	24,416	6,479	11,948	5,989
Jeani Duarte	16,066	4,095	7,722	4,249
Total Votes Cast	40,482	10,574	19,670	10,238

City of Palm Coast Council Member, District 4

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Dylana "Dee" Galery	19,144	4,871	8,953	5,320
Darlene Shelley	20,220	5,304	10,136	4,780
Total Votes Cast	39,364	10,175	19,089	10,100

Grand Haven CDD, Seat 3

Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Joe Janukaitis	310	107	135	68
Ray Krov	306	87	138	81
Brian L. Unger	1,340	328	560	452
Total Votes Cast	1,956	522	833	601

Deer Run CDD, Seat 2
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Jeanna James	272	69	144	59
Gary Masten	352	77	170	105
Total Votes Cast	624	146	314	164

No. 1 Constitutional Amendment Article III, Section 19
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	25,179	7,345	11,871	5,963
No	34,844	8,792	16,594	9,458
Total Votes Cast	60,023	16,137	28,465	15,421

No. 2 Constitutional Amendment Article VII, Section 3; Article XII
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	38,412	11,465	18,727	8,220
No	21,869	4,785	9,817	7,267
Total Votes Cast	60,281	16,250	28,544	15,487

No. 3 Constitutional Amendment Article VII, Sections 4, 6 and 9; Article XII
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	41,773	12,055	20,579	9,139
No	19,698	4,591	8,584	6,523
Total Votes Cast	61,471	16,646	29,163	15,662

City of Palm Coast Charter Amendment 1
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	36,044	9,541	17,272	9,231
No	7,412	1,886	3,900	1,626
Total Votes Cast	43,456	11,427	21,172	10,857

City of Palm Coast Charter Amendment 2
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	36,162	9,503	17,407	9,252
No	6,956	1,817	3,596	1,543
Total Votes Cast	43,118	11,320	21,003	10,795

City of Palm Coast Charter Amendment 3
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	8,909	2,710	4,365	1,834
No	34,601	8,728	16,880	8,993
Total Votes Cast	43,510	11,438	21,245	10,827

City of Flagler Beach Charter Amendment
Vote For 1

	TOTAL	Election Day	Early Voting	Vote-by-Mail
Yes	2,457	711	1,054	692
No	694	221	294	179
Total Votes Cast	3,151	932	1,348	871

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** G.1

Department CITY ADMINISTRATION **Division**	**Amount** **Org/Account #**
Subject: OATH OF OFFICE FOR NEWLY ELECTED COUNCIL MEMBERS FOR DISTRICT SEATS 2, 3, AND 4	
Presenter: **Kaley Cook, City Clerk**	
Attachments:	

Background:

The 2026 General Election had three City Council seats on the ballot: District Seat 2, District Seat 3, and District Seat 4. The voters elected Tony Amaral Jr. for Seat 2, Ray Stevens for Seat 3, and Darlene Shelley for Seat 4.

The City Clerk will conduct a swearing-in for the newly elected Council Members.

Recommended Action:
ADMINISTER THE OATH OF OFFICE

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** H.1

Department CITY ADMINISTRATION **Division**	**Amount** **Org/Account #**
Subject: VICE MAYOR APPOINTMENT FOR FY 2026-2027	
Presenter: **Mayor and City Council**	
Attachments:	

Background:

Section 5(a) of the City Charter states that there will be an annual election for Vice Mayor and that "such election shall take place at the first meeting after the General Election or at the organizational meeting during years when there is no election."

City Council will appoint a Vice Mayor for Fiscal Year 2026-2027.

Recommended Action:
APPOINT VICE MAYOR FOR FY 2026-2027

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** H.2

Department CITY ADMINISTRATION **Division**	**Amount** **Org/Account #**
Subject: COUNCIL LIAISON APPOINTMENTS FOR FY 2026-2027	
Presenter: **Mayor and City Council**	
Attachments: 1. Board and Committee Brochure	

Background:

The members of the Palm Coast City Council serve on various regional boards and committees. The appointments are reviewed annually.

Current Boards/Committees and Council Liaisons:

Organization	Council Member
Affordable Housing Advisory Committee	Council Member Gambaro
Family Life Center	Vice Mayor Pontieri
Flagler County Cultural Council	Vice Mayor Pontieri
Flagler County Transportation Disadvantaged Local Coordinating Board	Council Member Sullivan
Flagler Humane Society Liaison	Vice Mayor Pontieri
Flagler Schools Oversight Committee	Council Member Miller, Council Member Gambaro
Florida Dept. of Juvenile Justice Circuit 7	Council Member Sullivan
Joint Cities and County Workshop	Mayor Norris, Council Member Miller
Northeast Florida Regional Council	Council Member Gambaro
St. Johns River Water Management	Council Member Gambaro
Tourist Development Council	Vice Mayor Pontieri
Volusia-Flagler Transportation Planning Organization	Council Member Miller, Mayor Norris (alternate)

Recommended Action:
APPOINT COUNCIL LIASIONS FOR FY 2026-2027

2026-2027 COUNCIL LIAISON ORGANIZATIONS

Affordable Housing Advisory Committee
Family Life Center
Flagler County Cultural Council
Flagler County Transportation Disadvantaged Local Coordinating Board
Flagler Humane Society Liaison
Flagler Schools Oversight Committee
Florida Dept. of Juvenile Justice Circuit 7
Joint Cities and County Workshop
Northeast Florida Regional Council (NEFRC)
St. Johns River Water Management
Tourist Development Council
Volusia-Flagler TPO

Organization	2025-2026	Term
Affordable Housing Advisory Committee	Council Member Gambaro	3 years
Family Life Center	Vice Mayor Pontieri	No fixed term
Flagler County Cultural Council	Vice Mayor Pontieri	3 years
Flagler County Transportation Disadvantaged Local Coordinating Board	Council Member Sullivan	No fixed term
Flagler Humane Society Liaison	Vice Mayor Pontieri	No fixed term
Flagler Schools Oversight Committee	Council Member Miller Council Member Gambaro	No fixed term
Florida Dept. of Juvenile Justice Circuit 7	Council Member Sullivan	No fixed term
Joint Cities and County Workshop	Mayor Norris Council Member Miller	No fixed term
Northeast Florida Regional Council	Council Member Gambaro	No fixed term
St. Johns River Water Management	Council Member Gambaro	No fixed term
Tourist Development Council	Vice Mayor Pontieri	4 years
Volusia-Flagler Transportation Planning Organization	Council Member Miller Mayor Norris (alternate)	No fixed term

Affordable Housing Advisory Committee

- The City appoints 1 member
- 3-year term
- Meets once a month

Information from their website:

https://www.flaglercounty.gov/Government/Boards-and-Committees/Affordable-Housing-Advisory-Committee

Established: August 26, 1991 – ORD 1993-05; ORD 2008-05

Function: Established by Section 16-77 of the Flagler County Code and section 420.9076, Florida Statutes, the Affordable Housing Advisory Committee (AHAC) operates as a joint County–City body under a 2009 Interlocal Agreement through which Flagler County administers SHIP for both the County and the City of Palm Coast. AHAC reviews local land-use and development regulations, permitting timelines, and fees that influence the cost and feasibility of affordable housing, and submits a single report of recommendations to the Flagler County Board of County Commissioners and the Palm Coast City Council. Focus areas include expedited permitting, impact and mobility fees, density and height bonuses, parking and setback flexibility, accessory dwelling units, and surplus-land disposition policies.

Membership: The committee shall be structured in accordance with Florida Statue. All appointees shall be residents and registered voters of Flagler County and shall serve at the discretion of the Board of County Commissioners and the City of Palm Coast.

Appointment Terms: 3-year terms will begin January 1st and expire on December 31st. If a vacancy occurs prior to the expiration of any member's full term the position will be advertised and replace with another candidate who will fill the remainder of the term.

Meeting Date/Time: Meets Monthly @ 3:00 p.m.

Meeting Location: Emergency Operations Center (EOC) 1769 E Moody Blvd, Bldg 3, Bunnell, FL 32110

Contact: Housing Services (386) 586-2324

Family Life Center

- The City appoints 1 member
- Meets 10x per year: once a month - 3rd Thursday at 10am at their office on SR 100
- May be asked to participate in another one of their committees (marketing, finance)
- Max commitment of 2 hours per month
- They will serve as an ambassador for the Flagler Life Center: talk about it at events, inform residents, etc.

Information from their website:

https://flcfv.org/

Our Mission:

Provide compassionate support to victims of sexual assault and domestic violence through advocacy, crisis intervention, and community awareness.

Family Life Center is a private not-for-profit social service organization providing no-cost services to individuals and families experiencing Domestic or Sexual Violence. We are committed to meeting the needs of the community.

Family Life Center strives to create an environment of safe and harmonious co-existence among families residing within its facility and throughout the community while providing an empowerment-based model of help that is self-directed by the survivor.

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Flagler County Cultural Council

- The City appoints 1 member
- The FC3 meetings are scheduled for the 3rd Friday of each month, 11:00 a.m.

Information from their website:

https://flaglerartsandculture.org/

Welcome to the Flagler County Cultural Council (FC3)

Our community is rich in history and culture. We strive to build a strong, creative, and connected environment and support the inspirations of innovative minds which have proven to be the core of a successful society. As the official Local Arts Agency (LAA) for Flagler County, our mission is to build unity among member organizations, engage in advocacy and education in support of the arts and humanities, and to seek and provide resources to enrich the lives of its residents and visitors.

Flagler County Transportation Disadvantaged Local Coordinating Board

- The City appoints 1 member
- Meets quarterly

Information from their website:

This is an outside agency. Click here for more information.

The Transportation Disadvantaged Program is a coordinated state-wide effort that groups riders together for a shared ride service. Transportation services are available in all 67 Florida counties for those who are eligible and have no access to transportation. Federal, State, and Local agencies join together to provide necessary transportation to medical appointments, employment, educational, and other life-sustaining services.

Meeting Information: Meets Quarterly the 2nd Tuesday of the month @ 10:00 a.m.

Meeting Location: Government Services Complex, 1769 E. Moody Blvd, Bldg 2, First Floor Conf. Rm, Bunnell, FL 32110

Staff Liaison: Trevor Martin 386-313-4191

Flagler Humane Society Liaison

- The City appoints 1 member
- Meets quarterly

The Flagler Humane Society, Inc., has been providing animal shelter, board and care services to the City of Palm Coast since July 2008. The latest agreement with the Flagler Humane Society, Inc., (FHS) established Quarterly Animal Services Liaison Meetings:

> 11. Operations (g) Quarterly Animal Services Liaison Meeting. The City shall designate one Council Member and one staff member to serve as liaisons to FHS and the FHS Board shall designate two board members and one staff member to serve as liaisons to City to oversee the scope of animal control and sheltering services included in this Agreement. The City and FHS liaisons shall meet on a quarterly basis to review contract performance including monthly financial reports and animal intake reports. The goal of the meeting is to provide timely communication and feedback between City and the FHS. Any concerns related to FHS performance under this agreement shall be discussed in this meeting. FHS Board and staff shall respond to any animal control issues that are raised in the meeting in a prompt and comprehensive manner.

Information from their website:

https://flaglerhumanesociety.org/

Flagler Schools Oversight Committee

- The City appoints 2 members
- Meets annually in May/June

From the Interlocal Agreement with the School District of Flagler County, signed October 2022:

SECTION 3. OVERSIGHT PROCESS

3.1 Oversight Committee. A committee consisting of representatives from the School Board and the governing bodies of the Local Governments shall monitor the implementation of this Agreement (the "Oversight Committee"). The Oversight Committee shall be comprised of eleven members: three delegates of the School Board and two delegates from each of the governing bodies of the Local Governments. The Oversight Committee will review the Annual Report of the Working Group and may present the Annual Report to their respective Local Governments for review and comment and will make policy and technical recommendations to their respective governing bodies regarding the implementation of this Agreement, including recommendations to amend or supplement this Agreement.

3.2 Meetings of the Oversight Committee. The Oversight Committee shall meet annually on the second Thursday of May or June and may meet in as many specially called meetings, as necessary. Any member of the Oversight Committee may call a special meeting by requesting the School Board to publicly notice the special meeting and providing the School Board the topic of said special meeting. The Oversight Committee shall be subject to the Sunshine Law and shall encourage public participation in its meetings. The Superintendent of Schools shall assign a staff member to publish notice and prepare minutes of the Oversight Committee's meetings, which shall be retained by the School Board.

Florida Department of Juvenile Justice Circuit 7

- The City appoints 1
- Meets as needed

Information from their website:

https://www.djj.state.fl.us/partners-providers-staff/circuit-advisory-boards

Juvenile Justice Circuit Advisory Boards

The purpose of each Juvenile Justice Circuit Advisory Board is to work with the Chief Probation Officer of the circuit to use data to inform policy and practice which improves the juvenile justice continuum.

How the Circuit Advisory Boards Work

Florida Statute requires the establishment of a Juvenile Justice Circuit Advisory Board within each circuit throughout the state of Florida. Juvenile Justice Circuit Advisory Boards act as advisors to the Department of Juvenile Justice (Department) in accordance with Florida Statute. The Chief Probation Officer in each circuit serves as the chair of the Juvenile Justice Circuit Advisory Board for that circuit to facilitate effective communication between the Juvenile Justice Circuit Advisory Board and the Department. Members of the Juvenile Justice Circuit Advisory Boards work closely with the Chief Probation Officers and other Department staff to utilize data trends in planning for services that meet the identified needs of juveniles and families within the local community.

Joint Cities and County Workshop

- The City appoints 2
- Meets as needed

Information from their website:

https://www.flaglercounty.gov/Government/Board-of-County-Commissioners

The City participates in joint Cities/County meetings held as needed.

Northeast Florida Regional Council (NEFRC)

- The City appoints 1
- Meets as needed

Information from their website:

https://www.nefrc.org/

Welcome to the Northeast Florida Regional Council (NEFRC), where we've been making a positive impact since 1977. Our council spans Baker, Clay, Duval, Flagler, Putnam, Nassau, and St. Johns counties, as well as 25 vibrant municipalities. We believe in championing the diverse strengths of the region by actively involving the people, businesses, governments, and organizations across Northeast Florida. At NEFRC, we offer a range of essential services, including access to state and federal programs benefiting all counties, technical assistance through paid service agreements, and project-specific support via grant application and implementation. Our core pillars revolve around Economic Development, Emergency Preparedness, Outreach, Policy and Planning, and Resiliency. We are committed to strategic communication, stakeholder collaboration, and comprehensive analysis to develop effective solutions for our community. Learn more about our impactful work by exploring our website. Join us in shaping the future of Northeast Florida!

St. Johns River Water Management District

- The City appoints 1
- Meets as needed

Information from their website:

https://www.sjrwmd.com/

The St. Johns River Water Management District is an environmental regulatory agency of the state of Florida whose work is focused on ensuring a long-term supply of drinking water, and to protecting and restoring the health of water bodies in the District's 18 counties in northeast and east-central Florida. While the District works closely with utilities on water supply issues, the District is not a water supplier.

Florida's five regional water management districts were established in 1972 by the state Legislature through passage of the Water Resources Act (Chapter 373, *Florida Statutes*).

District officials recognize the need to have water resources available for people's needs and to balance those needs with nature's needs. In its daily operations, the District tries to strike a balance in water needs by educating the public about water conservation, setting rules for water use, conducting research, collecting data, restoring and protecting water above and below the ground, and preserving natural areas.

The District covers 12,283 square miles, about 7.8 million acres. The main water body in the District is the northerly flowing St. Johns River, the longest river entirely in Florida.

The District's staff includes biologists, geologists, hydrologists, engineers, planners, financial officers, information technology specialists, land managers, laboratory technicians and others from scientific and nonscientific fields. Many staff have advanced academic degrees and years of experience in their fields, both in the private and public sectors. In addition, many have been recognized for their work in the state, nationally and internationally.

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Tourist Development Council

- The City appoints 1 member
- 4-year term
- Meets quarterly

Information from their website:

https://www.flaglercounty.gov/Government/Boards-and-Committees

Established: Flagler County Code Section 19-49, pursuant to Section 125.0104, Florida Statutes.

Function: To recommend to the Board expenditures of tourist development tax monies and to generally review and make recommendations on other aspects of tourism in the County.

Membership: Consists of 9 members - the Board of County Commission Chair, 2 elected municipal officials (1 from the most populous municipality in the County), 3 owners or operators of business subject to tourist development tax, and 3 involved in tourist industry.

Appointment Terms: Four-year terms.

Meeting Date/Time: Meets quarterly – Oct, Jan, Apr and July at 9:00 a.m.

Meeting Location: Government Services Complex, Building 2, Board Chambers

Staff Liaison: Amy Lukasik, Executive Tourism Director (386) 313-4230

Volusia-Flagler Transportation Planning Organization (TPO)

- The City appoints 1 (and one alternate)
- Appointment is for as long as the appointee is in public office
- Meets monthly

Information from their website:

https://www.r2ctpo.org/

The Volusia-Flagler Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA). The TPO's Metropolitan Planning Area map below includes all of Volusia and Flagler Counties (see map below).

The Volusia-Flagler TPO Board consists of elected officials from its member local governments. These dedicated individuals are responsible for working together to improve the safety and efficiency of the transportation system in the area served by the TPO. All transportation modes and concerns are addressed, including transportation issues and services for the transportation disadvantaged, public transportation, roadways, bridges, and bicycle and pedestrian facilities.

The TPO serves as the primary forum within which member local governments and citizens voice concerns, identify priorities, and plan for transportation improvements across all modes of transportation – roadway, public transit, and bicycle and pedestrian facilities. Seaports and airports are also considered in the TPO activities, and detailed planning for these modes is typically handled by their respective authorities.

The responsibility of the Volusia-Flagler TPO is to manage a "3-C" planning process (continuing, cooperative, and comprehensive planning) that results in the development of transportation plans and programs. The TPO provides a forum for cooperative decision-making by officials of affected local governmental entities with input from citizens and stakeholder groups. These plans serve as the framework for making transportation investment decisions in Volusia and Flagler Counties. Public participation is a key component of transportation planning and one of the core functions of the Volusia-Flagler TPO. Meaningful and effective public involvement brings a diverse set of views into the discussion and improves decision-making by generating ideas for how the transportation system may be improved.

For a quick guide on what the Volusia-Flagler TPO is **click here**

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** L.1

Department	FINANCE	**Amount**	
Division	FINANCE	**Org/Account #**	
Subject:	REPORTING OF EMERGENCY AND SOLE SOURCE FOR OCTOBER 2026		
Presenter:	**Michael McGlothlin, MBA-PA, City Manager**		
Attachments:	1. Emergency and Sole Source Purchase Report		

Background:

Attached is a list of all emergency and sole source purchases for the month of October 2026, in accordance with Sec. 2.25 of Chapter 2, Article 1 Division 3 of the Code of Ordinances of the City of Palm Coast (Procurement Policy).

Recommended Action:
FOR REPORTING ONLY – VIA CITY MANAGER COMMENTS

OCTOBER 2026					
SOLE SOURCE PURCHASES					
Entry Date	**Req #**	**Total Amount**	**Vendor**	**Description**	**Department**
10/1/2026	323	$10,000.00	DUVAL ASPHALT PRODUCTS, INC	Asphalt Blanket Purchase Order	STREETS MAINTENANCE
10/1/2026	336	$20,000.00	MCNEILL SIGNS	Sign Refurbishments & Repairs	STREETS MAINTENANCE
10/5/2026	471	$29,942.00	PINNACLE OZONE SOLUTIONS, INC.	Chiller Inspection and Coil Cleaning	WATER TREATMENT PLANT 3
10/5/2026	462	$35,533.17	PROCESS WASTEWATER TECHNOLOGIES, LLC	Screw Press Drums and Labor	WASTEWATER CAPITAL
10/5/2026	POA 20270145	Increase $15,001.00	FLAGLER POWER EQUIPMENT	SCAG Mower & Small Equipment Parts	FLEET MANAGEMENT
10/6/2026	POA 20270266	Increase $15,001.00	K&M MOWER REPAIR	EXMARK Mower & Small Equipment Parts	FLEET MANAGEMENT
10/16/2026	594	$22,999.99	ACUSHNET COMPANY	Golf - Pro Shop Items	PALM HARBOR GOLF COURSE
10/19/2026	640	$30,000.00	SUNSHINE STATE ONE CALL OF FLORIDA, INC	Call Service – Underground Locates	WATER DISTRIBUTION
10/20/2026	POA 20260487	Increase $1,000.00	ACUSHNET COMPANY	Golf - Pro Shop Items	PALM HARBOR GOLF COURSE
10/21/2026	POA 20260303	Increase $2,804.24	MCNEILL SIGNS	Sign Refurbishments & Repairs	STREETS MAINTENANCE
10/22/2026	669	$10,869.40	BIG BELLY SOLAR, LLC	Quantity (2) Smart Max Single Station and Five Year CLEAN Software	STREETS MAINTENANCE
10/26/2026	686	$13,618.80	SSES, INC	VAC-CON Asset #2238 Repair	FLEET MANAGEMENT
EMERGENCY PURCHASES					
10/13/2026	588	$292,638.00	HARN R/O SYSTEMS, INC.	Membrane Replacements for WTP2 RO system	WATER QUALITY CAPITAL
10/21/2026	663	$25,223.79	AIRGAS USA, LLC	WTP3 Liquid Oxygen	WATER TREATMENT PLANT 3

City of Palm Coast, Florida
Agenda Item

Agenda Date: November 17, 2026 **Agenda Item:** M.1

Department CITY CLERK **Division** CITY CLERK	**Amount** **Org/Account #**
Subject: AGENDA WORKSHEET AND CALENDAR	
Presenter:	
Attachments: 1. Agenda Worksheet 2. Calendar	
Background:	
Recommended Action: **AGENDA WORKSHEET AND CALENDAR**	

	December 1, 2026 Business Meeting (6 p.m.)	PRESENTER
Resolution	Stormwater Pipe Lining Rehabilitation Contracts	Morales
Resolution	Appropriations	McGlothlin
Resolution	ILA for Transportation with Flagler County School District	McDermott
Resolution	FDEP Grant Agreement for Burroughs Dr Stormwater Park	Morales
Resolution	Expenses for the construction of the P-1 Weir Project	Morales
Resolution	Piggyback Contract with Herc Rentals, Inc	Gebo
Resolution	Consolidated Annual Performance Evaluation Report (CAPER)	Gonzalez
	December 8, 2026 Workshop Meeting (9 a.m.)	**PRESENTER**
Presentation	Animal Control Code	Mendez
Presentation	Contract with Flagler Humane Society	Nguyen
Presentation	Commercial Hauling	Mancill
Presentation	WWTP1 Updates	Roche
Presentation	Policies and Procedures	Duffy
	December 15, 2026 Business Meeting (9 a.m.)	**PRESENTER**
Resolution	GMP #3 for WWTP1	Roche
Presentation	FLC SEI Accredidation	FLC
Resolution	Contract with Commercial Brokerage Firm	Nguyen/Smith
Resolution	Contract with Flagler Humane Society	Nguyen
Resolution	Purchase and Sale Agreement for 8.5 Acres - Whispering Pines	Smith/Nguyen
	Future	**PRESENTER**
Resolution	MOU - Co-location for PCFD and Flagler County Fire Rescue	Berryhill
Ordinance	Pile Burning	Berryhill
Presentation	Right-of-Way	Buckley
Resolution	Belle Terre / SR 100 Intersection Study	Castello
Resolution	Belle Terre / Seminole Woods Intersection Study	Castello
Resolution	Occupational Services	Fuller
Resolution	Belle Terre Park Master Plan Study	Gebo
Resolution	Wholesale Store Technical Site Plan	Hanson
Resolution	OKR North Phase 2 - Construction Contract, CEI Services, Project Contingency	Kehoe/Crawford
Resolution	FY 26 Microsurfacing Contract	Kehoe/Gibson
Resolution	Soleta Lakes - Subdivision Master Plan	Lens
Resolution	Soleta Lakes - Land Exchange Agreement	Lens
Resolution	Publix Anchor - Matanzas Woods Pkwy Technical Site Plan Tier 2	Lens
Resolution	City-Wide Floodwise	Morales
Resolution	Saltwater Canal Design Status	Morales
Resolution	Ditch 10 / Graham Swamp Waterway Expansion - Design	Morales
Resolution	B-1, B-2, & B-3 (Pop offs for Bellaire Waterway) - Design	Morales
Resolution	Structure Repairs	Morales
Resolution	W-1 Weir Replacement & Upgrade - Design	Morales
Resolution	Interlocal Agreement TPO Urban Boundary Expansion	Nguyen
Resolution	Fee Schedule	Nguyen
Resolution	City Wide Landscape Architect Review Plan	Nguyen
Resolution	Wholesale Store Proportionate Share Agreement	Nguyen
Resolution	Purchase and Sale Agreement for 7.73 Acres of Land - Midway	Nguyen/Smith
Ordinance	Wholesale Store FLUM	Papa
Ordinance	Wholesale Store Rezoning	Papa
Ordinance	Whispering Pines FLUM	Papa
Ordinance	Whispering Pines Rezoning	Papa
Ordinance	Cornerstone at Seminole Woods (BJ's) FLUM	Papa
Ordinance	Cornerstone at Seminole Woods (BJ's) Rezoning	Papa
Resolution	Seminole Woods ICI ROW	Smith/Nguyen

Resolution	Kensington Right-of-Way Agreement	Smith/Nguyen
Resolution	Whispering Pines Vacation of ROW	Smith/Nguyen

Meeting Calendar for 11/18/2026 through 12/31/2026

12/1/2026
City Council Business Meeting
City Hall

12/8/2026
City Council Workshop
City Hall

12/15/2026
City Council Business Meeting
City Hall