City of Palm Coast, Florida
Agenda Item

Agenda Date: July 21, 2026 **Agenda Item:** F.1

Department CITY CLERK **Division** CITY CLERK	**Amount** **Org/Account #**
Subject: APPROVE MINUTES OF THE CITY COUNCIL: JULY 7, 2026, BUSINESS MEETING JULY 14, 2026, WORKSHOP MEETING	
Presenter:	
Attachments: 1. Minutes (2)	
Background:	
Recommended Action: **APPROVE MINUTES OF THE CITY COUNCIL: JULY 7, 2026, BUSINESS MEETING JULY 14, 2026, WORKSHOP MEETING**	

City of Palm Coast
Minutes

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, July 7, 2026	**6:00 PM**	**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.
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- 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

Mayor Norris called the meeting to order at 6:00 p.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. 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.

Jeani Duarte suggested that District Seats 3 and 4 vacate their appointments, discussed Charter language, lawful elections, and Charter amendments. Ms. Duarte placed a handout at each Council seat on the dais.

Kandi Stevens shared things going on in her District, difficulty crossing streets and issues accessing the trails safely, requested flashing pedestrian crosswalks, and provided location suggestions.

Bruce Stone discussed mosquitos, swale flooding, new housing developments and flooding, Ormond Beach Commission safety devices, votes related to E Section developments, and campaign financing.

Kirk Whittington shared ideas with Vice Mayor Pontieri regarding cat cafes, puppy spas, SMART animal rescue, and a dog rescue ranch.

Julia Walthall shared an invitation to the Parks & Recreation Advisory Board Meetings.

Reasa Pabst responded to comments from Vice Mayor Pontieri, grant and nonprofit funding, negligence in disbursement requirements, asked that the City do an audit of the grant program for the past 2 years, and do not give the project back to FC3 and end the contract for 2027.

Jeremy Davis thanked residents for their participation, asked for common sense accountability, questions that residents should be able to ask and receive answers to, and asked Council to give direction to staff to bring the policies back for discussion.

Darlene Shelley asked about an item on the consent agenda, discussed her involvement with City happenings, decisions and lack of consideration for residents, and asked where the action is.

Steve Verrier discussed a Supreme Court ruling regarding geo-fencing, overreach of government, wanted to understand Council's position on using the cameras, and discussed data centers and *negative impacts.*

Dan Frutiger discussed home grading and a home neighboring his, swale alterations, comments from City staff, and the need to establish an ordinance and requirements.

Mayor Norris asked Mr. Cote to assist the resident.

Mr. McGlothlin provided details of a traffic collector study and that he will review operational items with staff.

Council Member Miller shared details of the traffic calming plan, applications received and the process, and discussed pedestrian access.

Vice Mayor Pontieri supported flashing crosswalks as requested, wanted to know the status and plan for a removed crosswalk, thanked Mr. Whittington for the ideas, thanked Ms. Walthall for the advocacy for the Parks & Recreation Advisory Board, replied to the comments regarding the policy for grants awards, recipient responsibilities, shared details from Sheriff Staly regarding floc cameras, and wanted details of drainage assessments, if any, after items are put in that effect impervious space.

Council Member Gambaro agreed with the requests from Ms. Stevens and supported reviewing the cost as part of the budget process.

Council Member Miller highlighted TPO funding set aside for trails and a recommendation to put in requests for funding.

Council Member Sullivan discussed the major changes on an Old Kings Road intersection and wanted to know if the changes have been effective.

Mayor Norris discussed traffic pattern change signs before the changes occur and an inability to put in a flashing pedestrian sign at this type of intersection.

Mr. Cote agreed with the comments from Mayor Norris, shared staff's review of the intersection, coordination with the Flagler County Sheriff's Office, the intersection working as designed, and continued monitoring.

Vice Mayor Pontieri and Mr. Cote held discussion on signage and reviewing available options.

E. APPROVAL OF MINUTES

1. APPROVE MINUTES OF THE CITY COUNCIL: JUNE 16, 2026, BUSINESS MEETING

Motion made to approve by Council Member Gambaro and seconded by Council Member Sullivan. The Motion passed unanimously.

F. CONSENT

1. RESOLUTION 2026-85 APPROVING THE DONATION OF TWO CITY PARCELS DESIGNATED AS MUNICIPAL LANDS TO FLAGLER HABITAT FOR HUMANITY

2. **RESOLUTION 2026-86 APPROVING MASTER PRICE AGREEMENTS WITH HAWKINS, INC., AND CARMEUSE LIME & STONE, INC., FOR THE PURCHASE OF CHEMICALS**

3. **RESOLUTION 2026-87 APPROVING A WORK ORDER WITH PBM CONSTRUCTORS, INC., FOR DEMOLITION AND REMOVAL OF EXISTING MECHANICAL ROTOR AERATORS**

4. **RESOLUTION 2026-88 APPROVING A CONTRACT FOR 19 CENTRAL PLACE PIPE REPLACEMENT**

Mayor Norris discussed item 4 of the consent agenda with Mr. Cote and asked about the difference in bids.

Vice Mayor Pontieri discussed item 1 of the consent agenda to share details and asked Mr. Zobler to provide additional details.

Motion made to be adopted on consent by Council Member Gambaro and seconded by Vice Mayor Pontieri

Public Comment:
Darlene Shelley discussed budget issues, lack of fiscal responsibility to give away City property, did not believe it was in the City's purview to give away City property, and asked Council to consider a reduced purchase price for the property.

Jeani Duarte agreed with the prior speaker's comments.

Mayor Norris asked Ms. Smith how the item came about.

Ms. Smith shared the donation request received from Habitat for Humanity.

Vice Mayor Pontieri highlighted the statutory requirements, small effort to help with affordable housing crisis, and supported looking for similar opportunities.

Council Member Sullivan agreed and believed it would be positive for the City.

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

G. RESOLUTIONS

1. **RESOLUTION 2026-89 APPROVAL OF A CMAR GUARANTEED MAXIMUM PRICE - 2 (GMP-2) FOR GROUND IMPROVEMENTS FOR THE WASTEWATER TREATMENT FACILITY NO. 1 EXPANSION PROJECT**

   Mayor Norris read the title into the record.

   Brian Roche, Director of Utility, shared details of the item.

Vice Mayor Pontieri asked Mr. Roche to explain what this project will do and the funding sources.

Council Member Gambaro and Council Member Sullivan shared support for the project.

Motion made to approve Council Member Gambaro and seconded by Council Member Sullivan

Public Comment:
Marilyn Mack wanted the residents of the City of Palm Coast to realize that the City hired a consultant.

Mayor Norris reminded Ms. Mack of the public comment policies and procedures.

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

2. RESOLUTION 2026-90 APPROVING A MASTER SERVICES AGREEMENT WITH JACOBS ENGINEERING GROUP, INC. FOR WASTEWATER SYSTEM PROGRAM MANAGEMENT & ENGINEERING SERVICES

Mayor Norris read the title into the record.

Mr. Roche provided a background of the item.

City Council held discussion with Mr. Roche on the following topics: funding sources, the project as a multi-million dollar project, competitive bid process, time and materials not to exceed details, contingency amount, mitigation efforts, consent decree, Wastewater Plant 2, wastewater capacity, continued needs at Wastewater Plant 1, and how much project will be designed under this cost.

Motion made to approve by Vice Mayor Pontieri and seconded by Council Member Gambaro.

Public Comment:
Jeremy Davis asked if emergency pump trucks will no longer be needed.

Jeani Duarte began discussing toilet to tap. Mayor Norris and Attorney Duffy provided the rules and procedures of public comment and that the public comment at this time is specific to this agenda item.

Darlene Shelley stated that the discussion just held is in terms that most residents can't understand, lack of transparency around what is happening here, and bond funding creating tremendous amounts of debt.

Mayor Norris reminded Ms. Shelley of the policies and procedures for public comment.

Marilyn Mack asked for contract details.

Mr. Roche provided descriptions of terms used in the earlier discussion, funding, and *contract details.*

Vice Mayor Pontieri provided a history of impact fees and bond funding.

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

H PUBLIC COMMENTS

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

Jeani Duarte discussed boil water notices since the beginning of the year, chemicals used, justification, and repayment deadlines according to the Charter.

Mayor Norris replied that the bond is from the enterprise fund.

Bruce Stone discussed utility rates and providing financial aid to elderly residents and had questions about the safety of the water.

Darlene Shelley believed that Council has a choice, discussed the utility bond, lack of water and wastewater capacity to support development, and did not believe Council is doing right by their constituents by decommissioning everything that makes Palm Coast beautiful.

Raymond Royer came to observe the meeting, was upset with the way public comment was handled, suggested revisiting rules and procedures of public comment, and that Council comment opens the door to other discussions.

Marilyn Mack discussed her governmental procurement experience, did not agree with the organizational structure of Finance and procurement, and discussed performance-based contracts.

Denise Henry shared thanks for various traffic and road improvements, shared traffic light timing issues, concerns for evacuation routes in emergency situations, and ability to control traffic in such situations.

Jeremy Davis thanked the Stormwater Division for swale maintenance and concern for working conditions of field staff.

Leslie Johnson shared thanks for fulfilling the ADA request for interpreters.

Vice Mayor Pontieri shared details of the Charter language as discussed during public comment, clarified comments regarding the Utility Department, and discussed pavement management details.

Mr. Cote shared details of the presented pavement management program.

Mayor Norris replied to the comments regarding the policies and procedures and the need to get to City business.

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

Mayor Norris wanted to know what equivalent residential units the County has in development that the City of Palm Coast must provide water for and wanted the information to be provided to all of the Council Members.

Mayor Norris highlighted the great time at the July 4th event.

Council Member Gambaro shared about the great July 4th event, thanks to Parks & Recreation and Communications departments, and the Flagler County Sheriff's Office.

Council Member Sullivan recognized the 250th anniversary of the U.S.A.

Council Member Miller thanked everyone involved in the United Flagler 4th event.

Vice Mayor Pontieri shared thanks to staff and the community and provided clarifying details from earlier in the meeting regarding grant awards and compliance with the requirements.

Vice Mayor Pontieri recognized and congratulated Heather Priestap as Employee of the Month, highlighted numerous items from the City Manager's Report, discussed private property in Town Center that has not been mowed and wants Code Enforcement to take action, discussed a developer using soil with biosolids in Lakeview Estates, lack of prevention measures, and looked for consensus for staff to review options and bring them back. City Council provided consensus. Additionally, Vice Mayor Pontieri looked for consensus to come back with an update for animal cruelty and neglect measures. City Council provided consensus.

Mayor Norris replied to various public comments and highlighted that the full agenda packets are available online and encouraged familiarizing with the terminology used in every meeting.

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

There were none.

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

There were none.

L. ADJOURNMENT

The meeting was adjourned at 8:08 p.m.
Respectfully submitted by: Kaley Cook, CMC, FCRM City Clerk

City of Palm Coast
Minutes

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

City Council Workshop Meeting

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

Tuesday, July 14, 2026	**9:00 AM**	**City Hall - Jon Netts Community Wing**

City Staff
Michael McGlothlin, City Manager
Marcus Duffy, City Attorney
Kaley Cook, City Clerk

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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

Deputy City Clerk Alison Palmer called the roll. All members were present.

D. PUBLIC PARTICIPATION

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Mayor Norris provided the rules and procedures of public participation.

Public participation opened at 9:02 a.m.

Jeani Duarte discussed stomach bugs, water, boil water notices, City Council, and the City Charter.

Bruce Stone discussed traffic light timing, safety devices, flooding, and water problems.

Barbara Faye discussed Chapter 8 of the City Code of Ordinances regarding animal control and recommended several specific changes to the Ordinance.

Public participation closed at 9:10 a.m.

Mr. McGlothlin responded that he will follow up with Ms. Faye.

Council Member Miller responded to Ms. Faye and asked Council for consensus to ask Community Development to look at the recommendations from Ms. Faye and best practices from around the state. Council gave consensus.

Council Member Sullivan responded to Mr. Stone.

E. PRESENTATIONS

1. PRESENTATION - PROPOSED FISCAL YEAR 2027 GENERAL FUND, IT OPERATIONS, AND FACILITIES BUDGET AND TRIM RATE OPTIONS

Mayor Norris read the title into the record.

City Manager Michael McGlothlin addressed Council regarding the general fund, recommended pathways to a balanced budget based on approved SAPs and service level expectations, and that staff strongly recommends an increase of the millage to 4.2296 as a starting discussion point for budget deliberations.

Gwen Ragsdale, Budget & Procurement Manager, and Helena Alves, Director of Financial Services, presented the item to Council.

Topics presented included: General Fund Revenue Sources and Unrestricted Revenues.

Jay Gardner, Flagler County Property Appraiser, presented on the Homestead Exemption and the property tax initiative scheduled for the November ballot, and provided a handout to Council.

Mr. Gardner provided a response to Council questions.

Ms. Alves continued the presentation. Topics included: General Fund Revenue Projections, General Fund Expenditures, General Fund Full Time Positions, the Flagler County Sheriff's Office contract, Department Budgets including Community Development, Fire, Parks & Recreation, Public Works, and IT, Non-Departmental Budget, Options not Currently Funded, Maximum Millage Rate Options, and next steps.

Ms. Ragsdale, Ms. Alves, Mr. Zobler, Chief Berryhill, Mr. Hirst, Mr. Mancill, Mr. Akins, and Mark Strobridge, Flagler County Sheriff's Office, provided a response to Council questions.

Council held additional discussion on the Southern Rec Center, uses for the fund balance, COLA versus merit raises for staff, and setting the millage rate.

Council held discussion on the topic and provided consensus to set the maximum millage rate at 4.2296.

Vice Mayor Pontieri asked for consensus to: keep the Flagler Humane Society contract at $156 per animal, try to find 2 FTEs for Public Works, staff to provide merit increase figures, staff to look at SRC costs and revenue, and to be provided the Code Enforcement budget as a complaint-based model versus route. Council provided consensus.

Public comment:
Sherry Sanders discussed the SRC and pickleball memberships, and asked that they look at family and senior memberships and holding tournaments to increase revenue.

Tony Amaral discussed the budget presentation, asked Council to look at the priorities, and discussed service levels for Code.

Dan Gibson discussed the SRC budget and asked Council to talk to the community and not make rash decisions.

2. PRESENTATION - APPROVAL TO UTILIZE UNUSED PRE-APPROVED PROJECT FUNDS

Mayor Norris read the title into the record.

Carl Cote, Director of Stormwater and Engineering, and James Hirst, Director of Parks & Recreation presented the item to Council.

Topics presented included: Indian Trails Sports Complex parking lot progress, new field safety netting, new batting cages, replacing fencing, additional parking at the Southern Recreation Center, and a skate park.

Mr. Cote and Mr. Hirst provided a response to Council questions.

Council provided direction to pursue the batting cages, all safety improvements, and parking at SRC, and future consideration for a skate park.

Public comment:
Todd Miller from Palm Coast Little League complimented City staff, discussed his experiences at City parks, and thanked Council.

Carter Ramirez thanked Council, discussed his love of skateboarding, discussed current skating facilities in Palm Coast, and asked Council to invest in a modern concrete park.

Francesco Casignida discussed skate parks and advocated for a new skate park in Palm Coast.

Todd Weekman advocated for a skate park, for a more central location, and discussed that skate parks are more foundational.

Justin O'Neill advocated for a concrete skate park for skating and as a place to hang out.

Keelan O'Neill advocated for a skate park, and for it to be in a more central location.

Caden Olsen advocated for a skate park.

Sherry Sanders discussed investment in SRC and parking.

Council thanked all of the advocates for the skate park.

City Attorney Duffy asked Mayor Norris to explain SAP for the audience.

Mayor Norris discussed the SAP.

Council Member Miller asked if there is any funding for a skate park in the budget discussed today. The City Manager responded that it is unfunded.

Council asked staff to come back with location options and design costs in August.

Council recessed at 1:45 p.m.
Council reconvened at 2:05 p.m.

3. RESOLUTION 2026-XX APPROVING THE NUISANCE ABATEMENT INITIAL ASSESSMENT

Mayor Norris read the title into the record.

Barbara Grossman, Code Enforcement Manager, and Caitlyn Norberg, Code Enforcement Technician, presented the item to Council.

Topics presented included: the process, history, and timeline, public nuisance abatement violations, nuisance abatement assessments, rates of return, and repeat offenders.

Ms. Grossman provided a response to Council questions.

Public comment:
There were none.

4. RESOLUTION 2026-XX APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FEDERAL FISCAL YEAR (FFY) 2026 (FY 2026/27) ANNUAL ACTION PLAN

Mayor Norris read the title into the record.

Jacqueline Gonzalez, Site Development Coordinator, and Jose Papa, Senior Planner, presented the item to Council.

Topics presented included: CDBG program history and background, the FFY 2026 Action Plan, CDBG project and programs, allocation of funds, and next steps.

Public comment:
There were none.

5. PRESENTATION - COMMUNITY DEVELOPMENT BLOCK GRANT RECOMMENDED UPDATES

Mayor Norris read the title into the record.

Jacqueline Gonzalez, Site Development Coordinator, and Jose Papa, Senior Planner, presented the item to Council.

Topics presented included: CDBG updates.

Ms. Gonzalez provided a response to Council questions.

Public comment:
There were none.

F. PUBLIC COMMENTS

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

There were none.

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

Council Member Gambaro asked Mr. McGlothlin for an update on the three-way stop at Royal Palms. Commander Bernie Woodward, Flagler County Sheriff's Office, provided a response.

Council Member Sullivan encouraged people to vote.

Vice Mayor Pontieri thanked participants in the Children's Business Fair and discussed the Tortugas baseball game on Friday.

Mayor Norris discussed the 38th anniversary of his joining the army.

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

There were none.

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

There were none.

J. ADJOURNMENT

1. AGENDA WORKSHEET AND CALENDAR

The meeting was adjourned at 2:35 p.m.

Respectfully submitted by: Alison Palmer
Deputy City Clerk