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**