



# Flagler County Board of County Commissioners Meeting Agenda

September 16, 2024 • 5:00 p.m.

Government Services Building 2, Board Chambers, 1769 E. Moody Blvd., Bunnell, FL 32110

View the meeting broadcast live on cable television: Spectrum Channel 492  
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1. **Pledge to the Flag and Moment of Silence**
2. **Additions, Deletions and Modifications to the Agenda**
3. **Announcements by the Chair**
4. **Recognitions, Proclamations and Presentations:**
  - 4a) **Recognitions:** None
  - 4b) **Proclamations:**
    - 1) **Breast Cancer Awareness Month – October 2024** (*Requested by John Subers, Director, AdventHealth Foundation Palm Coast*)
    - 2) **Suicide Awareness Month – September 2024** (*Requested by Pam Birtolo, Executive Director, Flagler Open Arms Recovery Services*)
  - 4c) **Presentations (3-5 Minutes): Communications Department Presentation** (*Presented by Karen Callahan, Communications and Engagement Manager*)
5. **Community and Board Comments:**
  - 5a) **Community Outreach:** *This thirty-minute time period has been allocated for public comment on any consent agenda item or topic not on the agenda. Each speaker will be allowed up to three (3) minutes to address the Commission. Speakers should approach the podium, identify themselves and direct comments to the Chair.*
  - 5b) **Board Comments on Consent Items**
6. **Consent: Constitutional Officers:**
  - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of Section 136.06, Florida Statute as listed below:
    - 1) Disbursement Report for Week Ending August 23, 2024
    - 2) Disbursement Report for Week Ending August 30, 2024
  - 6b) **Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
    - 1) August 13, 2024 Joint Workshop
    - 2) August 19, 2024 Regular Meeting

## 7. Consent: BOCC Departments:

- 7-a) Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency Due to Severe Coastal Erosion and Vulnerability:** Request the Board ratify the Proclamations Extending the State of Local Emergency for Hurricanes Matthew, Ian and Nicole. *(Requested by Jonathan Lord, Emergency Management Director)*
- 7-b) Citizens Representative Appointments to the River to Sea Transportation Planning Organization Citizens Advisory Committee:** Request the Board consider the reappointment of Mr. Greg Feldman, as the citizen representative to the Citizens Advisory Committee for a two-year term. *(Requested by County Administration)*
- 7-c) Planning and Development Board Appointment:** Request the Board reappoint Mr. Mark Langello to the Planning and Development Board for a three-year term starting on September 21, 2024 and ending on September 21, 2027, filling the geographic area of “Between US 1 and the Intracoastal Waterway, North of SR 100” and shifting Mr. Michael Goodman’s appointment area from “At-Large” to “East of the Intracoastal Waterway.” *(Requested by County Administration)*
- 7-d) Renewal of the 2024-2026 Certificate of Public Convenience and Necessity (COPCN) for the City of Flagler Beach:** Request the Board approve the renewal of the Certificate of Public Convenience and Necessity for the City of Flagler Beach COPCN from October 1, 2024 to September 30, 2026. *(Requested by Michael Tucker, Fire Chief)*
- 7-e) Renewal of 2024-2026 Certificate of Public Convenience and Necessity (COPCN) for the City of Palm Coast:** Request the Board approve the renewal of the Certificate of Public Convenience and Necessity for the City of Palm Coast COPCN from October 1, 2024 to September 30, 2026. *(Requested by Michael Tucker, Fire Chief)*
- 7-f) Renewal of the 2024-2026 Certificate of Public Convenience and Necessity (COPCN) for Flagler County Fire Rescue:** Request the Board approve the renewal of the Certificate of Public Convenience and Necessity for Flagler County Fire Rescue from October 1 2024 thru September 30, 2026. *(Requested by Michael Tucker, Fire Chief)*
- 7-g) Consideration to Amend the Bond-Cap Imp Rev S2020 Fund (Fund 1215) and the Capital Project Fund – Sheriff Ops Center (Fund 1315) FY 2023-24 Budget in the Amount of \$2,470:** Request the Board approve the Unanticipated Revenue Resolutions. *(Requested by John Brower, Financial Services Director)*
- 7-h) Consideration of an Interfund Loan from the General Fund to the Bond-Capital Improvement Rev S2020 Fund 1215:** Approve an Interfund Loan in the amount of \$1,486,000 from the General Fund to Fund 1215. *(Requested by John Brower, Financial Services Director)*
- 7-i) Consideration of Approval of a RSQ Agreement No. 24-033Q Between Flagler County and Each of the Following Contractors: Rogers Roofing, St. Johns Housing Partnership Inc., Stephen C. Kenny & Associates Inc., Ulloa Management Group LLC, Arkon Builders Corp, Atlantic Surf Construction, DSW Homes LLC, ECO Construction Group LLC, Florida Retrofits Inc., Lads Construction, Patriot Response Group LLC, Phoenix Pro Management, Inc., and R&K Roofing:** Request the Board approve and authorize the Chair to execute this RSQ Agreement No. 24-033Q to all who bid, in the NTE amount of \$900,000 and authorize the County Administrator to execute change orders and other related project documents, as approved to form by the County Attorney. *(Requested by Joseph Hegedus, Health and Human Services Director and Robert Rounds, Purchasing Manager)*

- 7-j) **Consideration to Amend the General Fund (Fund 1001) FY 2023-24 Budget in Amount of \$9,200:** Request the Board approve the Unanticipated Revenue Resolution. *(Requested by Joseph Hegedus, Health and Human Services Director)*
- 7-k) **Consideration of a Fiscal Year 2024-25 Grant between Flagler County and SMA Healthcare, Inc.:** Request the Board approve the FY 2024-25 Grant Agreement between Flagler County and SMA Healthcare, Inc. in the amount of \$173,300.00 to support substance abuse and mental health treatment services, assuming final approval of the FY2024-2025 Tentative Budget as noted. *(Requested by Joseph Hegedus, Health and Human Services Director and Robert Rounds, Purchasing Manager)*
- 7-l) **Consideration of an Increase to the Ring Power Contract Purchase Order for Equipment Parts & Repairs of \$30,000:** Request the Board approve the increase to the existing Blanket Purchase Order in the amount of \$30,000. *(Requested by Mike Dickson, General Services Director)*
- 7-m) **Contract with the State of Florida Department of Health for Operation of the Flagler County Health Department for Year 2024-2025 in the Amount of \$275,000.00:** Request the Board approve the contract between the Flagler County Board of County Commissioners and the State of Florida Department of Health for operation of the Flagler County Health Department for the 2024-2025 contract year. *(Requested by County Administration)*
- 7-n) **Consideration of the Unanticipated Revenue Resolution and Second Amendment to the Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) in the Amount of \$1,200,000 to Assist with Funding for the Construction of a General Aviation Terminal Facility at the Flagler Executive Airport:** Request the Board approve the Second Amendment to the FDOT PTGA authorizing the Chair to execute the agreement, authorizing resolution, and unanticipated revenue resolution as approved to form by the County Attorney. *(Requested by Roy Sieger, Airport Director)*
- 7-o) **First Amendment to Branding, Creative and Media Buying Contract for Tourism Development with Aqua Marketing & Communications, Inc.:** Approval of Amendment to Branding Creative and Media Buying Contract to Aqua Marketing & Communication, Inc. for FY 25 and authorize the Chair to execute the Contract as approved to form by the County Attorney. *(Requested by Amy Lukasik, Tourism Development Director)*
- 7-p) **Consideration of a Budget Transfer Between Departments within the General Capital Project Fund 1316 for the SMA Healthcare Flagler Central Receiving Facility:** Request the Board approve the Budget Transfer. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer and E. John Brower, Financial Services Director)*
- 7-q) **Resolution in Support of Application to the Fiscal Year 2025 – 2026 Florida Department of Environmental Protection Beach Management Funding Assistance Program for Implementation of Flagler County’s Beach and Dune Restoration Project - Phase II (Reach II):** Request the Board approve and authorize the Chair to execute the Resolution of Support approved as to form by the County Attorney and approved by the County Administrator for the Local Government Funding Request submitted to the Florida Department of Environmental Protection for the Beach Management Funding Assistance Program. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer and Ansley Wren-Key, PhD, Coastal Engineering Administrator)*

- 7-r) Consider Assignment of Professional Services Agreement 17-0032Q between Flagler County and Olsen Associates Inc. to Foth Infrastructure & Environment, LLC Due to the Acquisition of Olsen Associates, Inc.:** Request the Board to approve the assignment of Professional Services Agreement 17-0032Q between Flagler County and Olsen Associates Inc. to Foth Infrastructure & Environment, LLC Due to the Acquisition of Olsen Associates, Inc. and authorize the Chair to execute the Assignment, Assumption, and Release as approved to form by the County Attorney. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer and Ansley Wren-Key, PhD, Coastal Engineering Administrator)*
- 7-s) Consideration of an Amended Agreement (Amendment 103) with Lutheran Services of Florida to Provide Community Paramedic Services in Support of a State Funded Opioid Addiction Stabilization Program:** Authorize the County Administrator to execute the agreement with Lutheran Services Florida for funding of Flagler County Fire Rescue's Community Paramedic services to support a drug addiction stabilization program. *(Requested by Michael Tucker, Fire Chief)*
- 7-t) Public Emergency Medical Transportation Funding Letter of Agreement between Flagler County and the State of Florida's Agency for Health Care Administration (ACHA):** Request the Board to authorize execution of the Letter of Agreement between Flagler County and the State of Florida's Agency for Health Care Administration (AHCA). *(Requested by Michael Tucker, Fire Chief and E. John Brower, Financial Services Director)*
- 7-u) Consideration to Amend the FY 2023-24 Budget in the Amount of \$27,628 received from the County EMS Grant to support the purchase of Automated CPR Devices:** Request the Board approve the usage of County EMS Grant funds received from the Florida Department of Health to support the purchase of automated CPR devices and the Unanticipated Revenue Resolution. *(Requested by Michael Tucker, Fire Rescue Chief)*
- 7-v) Ratification of a Contract Increase with Motorola Solutions in the Amount of \$100,000 in Support of Flagler County Fire Rescue:** Ratify the increase of \$100,000 to the Motorola Solutions contract # 202200517. *(Requested by Michael Tucker, Fire Rescue Chief and Matthew Rivera, Chief Information Officer)*
- 7-w) Interlocal Reciprocal Library Borrowing Agreement Between St. John's County and Flagler County Public Library:** Request the Board approve the 2024 Interlocal Reciprocal Borrowing Agreement between St. John's County and Flagler County Public Library in order to allow residents of Flagler County to continue borrowing materials from the St. John's County Library System. *(Requested by Holly Albanese, Assistant County Administrator/Library Director)*
- 7-x) Consideration of Flagler County's Insurance Renewals through PRIA, King Insurance Partner's, Avion Insurance Agency and Florida Sheriff's Risk Management Fund:** Request the Board approve all lines of coverage in the renewal with Public Risk Insurance Agency (PRIA), King Insurance Agency, Avion Insurance and FSSIP Additional Coverage. *(Requested by Holly Albanese, Assistant County Administrator)*
- 7-y) Consider Approval of the Fiscal Year 2024-2025 Classification and Pay Plan:** Approval of the Fiscal Year 2024-2025 Classification and Pay Plan. *(Requested by Holly Albanese, Assistant County Administrator)*
- 7-z) Consideration of FY 2025 State Aid to Libraries Grant Agreement, Certification of Hours, Free Library Service and Access to Materials:** Request the Board approve the FY 2025 State Aid to Libraries Grant Agreement; Certification of Hours, Free Library

Service and Access to Materials and authorize the Chair or County Administrator as applicable to sign any documents necessary to execute this grant. *(Requested by Holly Albanese, Assistant County Administrator and Library Director)*

**7-aa) Consideration to Exercise a Contract Renewal with Carr, Riggs, and Ingram (CRI) LLC for Audit Services for the Fiscal Year Ending September 30, 2024:** Request the Board approve as it relates to the Fiscal Year Ending September 30, 2024 Audit and authorize the chair to sign any necessary documents. *(Requested by John Brower, Financial Services Director)*

**7-bb) Consideration of Release of Mineral Rights to the City of Palm Coast on Previously Owned County Lands along Seminole Woods Boulevard:** Approve the Quitclaim Deed Release Statutory Mineral Rights. *(Requested by Sean Moylan, Deputy County Attorney)*

**7-cc) Consideration of Award for Request for Proposal to Wellpoint for Medical and Prescription Stop Loss Insurance in the Estimated Amount of \$824,091.60 for Fiscal Year 2024-25:** Request the Board Approve Award for Request for Proposal to Wellpoint for Medical and Prescription Stop Loss Insurance in the estimated amount of \$824,091.60 for FY 2024-25 and authorize the Chair to execute the application as approved by the County Attorney in form and approved by the County Administrator. *(Requested by Anita Stoker, Benefits and Wellness Manager and Robert Rounds, Purchasing Manager)* **Added to this agenda on 09/11/2024.**

**8. General Business:** *Presentations limited to 15 minutes with public comments limited to 3 minutes per speaker.*

**8-a) Consideration of Flagler County Tourist Development Council (TDC) Fund 1109 Capital Projects Grant Funding:** Request the Board to consider the applications and recommendation of the TDC and award the Capital Projects Grant funding, authorizing the Chair to execute a grant agreement as approved by the County Administrator and as approved to legal form by the County Attorney. *(Requested by Amy Lukasik, Tourist Development)*

**9. Public Hearings:** *Public Hearings will be heard after 5:30 p.m.*

**Quasi-Judicial Process:** *The audience should refrain from clapping, booing or shouts of approval or disagreement. To avoid potential legal ramification and possible overturning of a decision by the Courts, a public hearing must be fair in three respects: form, substance and appearance.*

*Time limits will be observed:*

- *Staff – 10 minute presentation.*
- *Applicant – 15 minute presentation (unless time extended by consensus of Board).*
- *Public Comment – 3 minutes per speaker, 5 minutes if speaking on behalf of a group.*
- *Applicant Rebuttal and Closing Staff Comments – 10 minutes each.*

**9-a) Time Certain 5:01pm Second Public Hearing Fiscal Year 2024-2025 Budget** *(Requested by John Brower, Financial Services Director)*

**9-b) Second and Final Reading of an Ordinance Prohibiting Smoking and Vaping in County Parks:** Request the Board approve and adopt ordinance on second reading. *(Requested by Sean Moylan, Deputy County Attorney)*

**9-c) QUASI-JUDICIAL – Project No. 2024080024 – Request for an Appeal of the Planning and Development Board’s Decision Approving a Special Exception for Outdoor Storage at 2150 South Old Dixie Highway. Parcel No. 03-13-31-0650-000D0-0050; 8.09+/- acres. Owner: 278 Storage, LLC/Appellants: Harold McGaughey, Suzanne LaValle, Beverley Nicholar, and Alan Sanderford (AR No. 5093):** The Board of County Commissioners may: Approve; Deny; Remand or Continue. *(Requested by Adam Mengel, Growth Management Director)*

**9-d) LEGISLATIVE – Second Reading and Adoption of an Ordinance Amending the Land Development Code related to Tree Regulations:** The Board of County Commissioners may: Approve; Deny; or Continue. *(Requested by Adam Mengel, Growth Management Director)*

**10. Additional Reports and Comments:**

**10-a) County Administrator Report/Comments**

**10-b) County Attorney Report/Comments**

**10-c) Community Outreach:** *This thirty-minute time period has been allocated for public comment for items not on the agenda. Each speaker will be allowed up to three (3) minutes to address the Commission. Speakers should approach the podium, identify themselves and direct comments to the Chair.*

**10-d) Commission Reports/Comments/Action**

**11. Adjournment**

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he may need 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.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in this meeting should contact the (386) 313-4001 at least 48 hours prior to the meeting.