



Flagler County Board of County Commissioners Meeting Agenda

August 7, 2023 • 9:00 a.m.

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

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: 2023 Mission Lifeline – Silver EMS Recognition** (*Requested by Chief Michael Tucker, Fire Rescue*)
 - 4b) **Proclamations: Purple Heart Day – August 7, 2023** (*Requested by David Lydon, Veterans Services Officer*)
 - 4c) **Presentations (3-5 Minutes): Parks Master Plan Goals and Objectives** (*Requested by Michael Lagasse, Public Lands and Natural Resources 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 - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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) Revenue Collected for February 2023
 - 2) Revenue Collected for March 2023
 - 3) Revenue Collected for April 2023
 - 4) Revenue Collected for May 2023
 - 5) Revenue Collected for June 2023
 - 6) Disbursement Report for Week Ending June 23, 2023
 - 7) Disbursement Report for Week Ending June 30, 2023
 - 8) Disbursement Report for Week Ending July 7, 2023
 - 9) Disbursement Report for Week Ending July 14, 2023
 - 10) Disbursement Report for Week Ending July 21, 2023
 - 6b) **Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
 - 1) July 10, 2023 Regular Meeting

- 2) July 10, 2023 Workshop
- 3) July 10, 2023 Special Meeting
- 4) July 17, 2023 Workshop
- 5) July 17, 2023 Joint Workshop

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 and Ratification of Emergency Administrative Order Prohibiting Fires on the Beaches of Flagler County for the Duration of Sea Turtle Nesting Season:** Request the Board ratify the Proclamations Extending the State of Local Emergency for Hurricanes Matthew, Ian and Nicole and ratify the Emergency Administrative Order Prohibiting Fires on the Beach During Sea Turtle Nesting Season. *(Requested by Jonathan Lord, Emergency Management Director)*
- 7-b) **Adoption of Updated Bylaws for the Parks and Recreation Advisory Board:** Request the Board approve the Parks and Recreation Advisory Board Bylaws. *(Requested by Sean Moylan, Deputy County Attorney and Frank Barbuti, Parks Manager)*
- 7-c) **Parks and Recreation Advisory Board Appointment:** Request the Board approve the reappointment of Mr. Arthur Kuepper to the Parks and Recreation Advisory Board for a two-year term. *(Requested by Frank Barbuti, Parks Manager)*
- 7-d) **Contractor Review Advisory Board Appointments:** Request the Board approve the reappointments of Mr. William Dudley, Jr. and Mr. Luis Medeiros to the Contractor Review Advisory Board for a four-year term. *(Requested by Ed Rodriguez, License Coordinator)*
- 7-e) **Approval of the CareerSource Flagler/Volusia 2023-2024 Plan Updates:** Request the approval of the CareerSource Flagler/Volusia 2023-2024 Plan Updates. *(Requested by Administration)*
- 7-f) **Approval of Lease Agreement between Flagler County and the Florida State Guard (FSG) for County-owned Property, in Order that FSG may Construct and Operate a Training Facility, and Undertake Activities Deemed Necessary During a Declared Emergency:** Request the Board approve the resolution and lease agreement between Flagler County and the Florida State Guard. *(Requested by Jorge Salinas, Deputy County Administrator)*
- 7-g) **Consideration of Board Certification of SHIP Fund Annual Report for 2020-2021:** Request the Board certify the 2020-2021 SHIP Fund Annual Report. *(Requested by Joseph Hegedus, Health & Human Services Director)*
- 7-h) **Consideration of Flagler County Tourist Development Council Fund 1110 Discretionary Event Funding:** Request the Board approve the recommendation of the Flagler County Tourist Development Council 1110 Discretionary Event funding in the amount of \$9,800.00 and authorize the County Administrator to execute the contract as approved to form by the County Attorney. *(Requested by Amy Lukasik, Tourist Development Director)*
- 7-i) **Consideration of Flagler County Tourist Development Council (TDC) Fund 1110 Special Event Marketing Grant Funding:** Request the Board approve the recommendation of the Flagler County Tourist Development Council Fund 1110 Special

Event Marketing Grant in the amount of \$2,847.75. *(Requested by Amy Lukasik, Tourist Development Director)*

- 7-j) Consideration of Flagler County Tourist Development Council (TDC) Fund 1110 Special Event Marketing Grant Funding:** Request the Board approve the recommendation of the Flagler County Tourist Development Council Fund 1110 Special Event Marketing Grant in the amount of \$44,000.00. *(Requested by Amy Lukasik, Tourist Development Director)*
- 7-k) Amended Subcontract with Flagler Cares, Inc. to Support an Opioid Addiction Stabilization Program in Flagler County:** Request the Board approve the amendment to the original subcontract with Flagler Cares, Inc. to allow for a change in the new end date of subcontract term. *(Requested by Michael Tucker, Fire Rescue)*
- 7-l) Consideration of an Amended Memorandum of Understanding between the Flagler County School District and the Flagler County Board of County Commissioners to Provide increased funding for a Portion of the Flagler Palm Coast High School Leadership (Fire) Academy Lead Instructor Position:** Request the Board approve the amended Memorandum of Understanding between the Flagler County School District and the Flagler County Board of County Commissioners (Flagler County Fire Rescue Training Center) for the Flagler Palm Coast High School Leadership (Fire) Academy. *(Requested by Michael Tucker, Fire Rescue)*
- 7-m) Consideration of Grant Year 2023-24 Contract #Z023-FCBCC, Alzheimer Disease Initiative between Northeast Florida Area Agency on Aging, d/b/a ElderSource, and Flagler County Board of County Commissioners in the Amount of \$194,755.61:** Request the Board approve the ADI Contract in the amount of \$194,755.61 between Flagler County and ElderSource and authorize the County Administrator to execute all necessary documents associated with accepting and implementing said contract, including any amendments, within the Administrator's budget authority, approved as to form by the County Attorney. *(Requested by Joe Hegedus, Health & Human Services Director)*
- 7-n) Consideration of Grant Year 2023-24 Contract #C023-FCBCC, Community Care for the Elderly between Northeast Florida Area Agency on Aging, d/b/a ElderSource, and Flagler County Board of County Commissioners in the Amount of \$264,383.76:** Request the Board approve the CCE Contract in the amount of \$264,383.76 between Flagler County and ElderSource and authorize the County Administrator to execute all necessary documents associated with accepting and implementing said contract, including any amendments, within the Administrator's budget authority, approved as to form by the County Attorney. *(Requested by Joe Hegedus, Health & Human Services Director)*
- 7-o) Consideration of Grant Year 2023-24 Contract #H023-FCBCC, Home Care for the Elderly between Northeast Florida Area Agency on Aging, d/b/a ElderSource, and Flagler County Board of County Commissioners in the Amount of \$18,748.21:** Request the Board approve the HCE Contract in the amount of \$18,748.21 between Flagler County and ElderSource and authorize the County Administrator to execute all necessary documents associated with accepting and implementing said contract, including any amendments, within the Administrator's budget authority, as approved as to form by the County Attorney. *(Requested by Joe Hegedus, Health & Human Services Director)*
- 7-p) Consideration of Grant Year 2023-24 Contract #L023-FCBCC, Local Service Programs between Northeast Florida Area Agency on Aging, d/b/a ElderSource, and Flagler County Board of County Commissioners in the Amount of \$16,653.00:** Request the Board approve the CCE Contract in the amount of \$16,653.00 between Flagler

County and ElderSource and authorize the County Administrator to execute all necessary documents associated with accepting and implementing said contract, including any amendments, within the Administrator's budget authority, approved as to form by the County Attorney. *(Requested by Joe Hegedus, Health & Human Services Director)*

- 7-q) Consideration to Transfer Funds from the Innovation Technology Operating Budget to Project IT23001, County Camera/Access Control Upgrades:** Request the Board approve a change order in the amount of \$21,014, the Budget Transfer, and the Unanticipated Revenue Resolution. *(Requested by Matthew Rivera, Chief Information Officer)*
- 7-r) Ratification of FY 22/23 Florida Department of Transportation (FDOT) 5311 – Non-Urbanized Area Formula Capital Assistance Program (Contract G2L10) and Adoption of Unanticipated Revenue Resolution Appropriating the Grant Funds in the Amount of \$49,108.00:** Request the Board ratify the FDOT 5311 Grant and approve the Unanticipated Revenue Resolution. *(Requested by Mike Dickson, General Services Director and Pia Thomas, Transportation Manager)*
- 7-s) Consent to Amendment to Declaration of Covenants, Conditions and Restrictions of Cinnamon Grove Village Property and Homeowners Association, Inc:** Request that the Board consent to the amendment to the Covenants, Conditions, and Restrictions for the Cinnamon Grove Village Property and Homeowners Association to remove the requirement for the County's review and written approval of an amendment to the Covenants, Conditions, and Restrictions. *(Requested by Adam Mengel, Growth Management Director)*
- 7-t) Consideration of Budget Amendment to Increase the Line Items for Aviation Oil & AvGas and Jet Fuel for the Flagler Executive Airport Enterprise Fund in the Amount of \$389,500:** Request the Board approve the Unanticipated Revenue Resolution to increase the Airport budget by \$389,500 and to approve staff to make the necessary change order to the purchase order for Jet Fuel and AvGas. *(Requested by Roy Sieger, Airport Director)*
- 7-u) Request the Board of County Commissioners Approve the Unanticipated Revenue Resolution Related to the Reimbursement of Expenditures Related to the County's Accreditation through the Emergency Management Accreditation Program:** Request the Board approve the Unanticipated Revenue Resolution. *(Requested by Jonathan Lord, Emergency Management Director)*
- 7-v) Consideration of Approval of Updates to the Budget Management Policy, Financial Management Policy, and Capital Improvement Program Policy:** Request the Board to approve changes to the Budget Management Policy, Financial Management Policy, and Capital Improvement Policy as amended and attached. *(Requested by E. John Brower, Financial Services Director)*
- 7-w) Consideration of a Cash Advance from the General Fund to the Tourist Development Beach Renourishment Fund 1111:** Approve a cash advance not to exceed \$2,000,000 from the General Fund to Fund 1111. *(Requested by E. John Brower, Financial Services Director)*
- 7-x) Consideration of a Cash Advance from the General Fund to the Grant Special Revenue Fund 1128:** Approve a cash advance not to exceed \$250,000 from the General Fund to Fund 1128. *(Requested by E. John Brower, Financial Services Director)*

7-y) Approval of Phase Two in the Negotiated Contract # 22-007Q with Schenkel & Schultz, Inc. for Design and Engineering Services for New Fire Stations: Request the Board approve Phase Two of the Contract No. 22-007Q with Schenkel & Schultz, Inc., authorize the Chair to execute same as approved to form by the County Attorney, and authorize the County Administrator to execute all necessary documents associated with accepting and implementing said agreement, including any amendments within budget and extensions approved as to form by the County Attorney. *(Requested by E. John Brower, Financial Services Director)*

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

8-a) Adoption of a Resolution to Vacate a Portion of the Plat of the River Oaks in the Hammock Subdivision, Vacating the South 5-Foot-Wide Portion of the Drainage and Florida Power and Light Easement along the North portion of Lot 10 in the R-1b (Urban Single Family Residential) Zoning District – Kevin Patrick and Catherine Anne Brennan – 8 River Oaks Place (Parcel #40-10-31-5320-00000-0100): Request the Board adopt the resolution for the vacation of the southerly five-foot portion of the thirty-foot wide drainage and Florida Power and Light easement lying on the North thirty-feet of Lot 10, according to the plat of River Oaks in the Hammock subdivision, Map Book 32, Pages 87 and 88, of the Public Records of Flagler County, Florida. *(Requested by Adam Mengel, Growth Management Director)*

9. Public Hearings: None

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.