



Flagler County Board of County Commissioners Meeting Agenda

September 18, 2023 • 5:00 p.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:** None
 - 4b) **Proclamations:** None
 - 4c) **Presentations (3-5 Minutes): Parks Master Plan – Presentation of Draft Plan**
(Requested by Michael Lagasse, Public Lands & Natural Resource 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 - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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 September 1, 2023
 - 6b) **Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
 - 1) August 28, 2023 Workshop
 - 6c) **Supervisor of Elections: Request the Board Declare Items as Surplus, Remove Items from the County Fixed Assets and Authorize Purchasing to Dispose of Surplus Property Pursuant to the Fixed Asset Policy and Transfer the Asset(s) to the Supervisor of Elections (SOE) Office:** Request the Board declare items as surplus, remove them from the County's fixed asset inventory and authorize Purchasing to dispose of surplus property pursuant to the Fixed Asset policy and transfer the asset(s) to the SOE Office, so they can be used as a trade-in towards new equipment. *(Requested by E John Brower, Financial Service Director)*
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) **Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for Advent Health System/Sunbelt, Inc. d/b/a Advent Health Orlando:** Request the Board approve renewal of the current Certificate of Public Convenience and Necessity (COPCN) for Advent Health System/Sunbelt, Inc. from December 1, 2023 to November 30, 2025. *(Requested by Chief Michael Tucker, Fire Rescue)*
- 7-c) **Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for All Care Medical Transport, LLC:** Request the Board approve renewal of a Certificate of Public Convenience and Necessity (COPCN) for All Care Medical Transport, LLC from December 1, 2023 to November 30, 2025. *(Requested by Chief Michael Tucker, Fire Rescue)*
- 7-d) **Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for American Ambulance:** Request the Board approve the renewal of the Certificate of Public Convenience and Necessity (COPCN) for American Ambulance from December 1, 2023 to November 30, 2025. *(Requested by Chief Michael Tucker, Fire Rescue)*
- 7-e) **Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for AmeriPro EMS of Florida, LLC:** Request the Board approve the renewal of the Certificate of Public Convenience and Necessity (COPCN) for AmeriPro EMS of Florida, LLC from December 1, 2023 to November 30, 2025. *(Requested by Chief Michael Tucker, Fire Rescue)*
- 7-f) **Renewal of Current 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, 2023 to September 30, 2025. *(Requested by Chief Michael Tucker, Fire Rescue)*
- 7-g) **Consideration of a Resolution and Second Amendment to the Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) in the Amount of \$421,622 to Add Funding to the T-Hangar Construction Project at the Flagler Executive Airport:** Request the Board approve the Second Amendment to the PTGA and adopt the Resolution authorizing the Chair to execute the agreement and authorize the County Administrator to execute all necessary documents associated with accepting and implementing said agreement, including any amendments and extensions approved as to form by the County Attorney. *(Requested by Roy Sieger, Airport Director)*
- 7-h) **Ratification of Laundry Rental Agreement with Southeastern Laundry Equipment Sales, LLC in the Amount of \$190,848.00:** Request the Board Ratify the Laundry Rental Agreement with Southeastern Laundry Equipment Sales, LLC. *(Requested by Robert Rounds, Procurement & Contract Services Manager)*
- 7-i) **Consideration of Award for Request for Proposal to Wellpoint for Medical and Prescription Stop Loss Insurance in the Estimated Amount of \$866,820.24 for Fiscal Year 2023-2024:** Request the Board Approve Award for Request for Proposal to Wellpoint for Medical and Prescription Stop Loss Insurance in the estimated amount of \$866,820.44 for FY 2023/24 and authorize the Chair to execute the application as approved by the County Attorney in form and approved by the County Administrator. *(Requested by Pamela Wu, Human Resources Director and Robert Rounds, Purchasing Manager)*

- 7-j) **Request the Board Approve the Donation of a Bus to the Flagler County Historical Society Inc.:** Request the Board approve the transfer of the 2008 Chevrolet Uplander Bus, VIN: #1GBDV13W18D209488, declared as surplus, to the Flagler County Historical Society Inc. (Requested by Robert Rounds, Purchasing Manager and Richard Zufelt, Property Control Agent) (Item updated 09-12-2023)
- 7-k) **Consideration of Approval of Flagler County's Housing Services Division - State Housing Initiatives Partnership (SHIP) expenditure over \$50,000 to Atlantic Surf Construction:** Request the Board approve this expenditure in amount of \$69,008.87 to Atlantic Surf Construction. (Requested by Joseph Hegedus, Health and Human Services Director)
- 7-l) **Consideration of Approval of Flagler County's Housing Services Division - State Housing Initiatives Partnership (SHIP) expenditure over \$50,000 to Patriot Response Group:** Request the Board Approve this expenditure in the amount of \$51,738.33 to Patriot Response Group. (Requested by Joseph Hegedus, Health and Human Services Director)
- 7-m) **Consideration of Approval of Request for Statements of Qualifications (RSQ) Agreement #23-040Q, between Flagler County and Both of the Following Contractors: Patriot Response Group LLC, and Stephen C. Kenny & Associates Inc., in an Amount Not to Exceed (NTE) \$700,000.00:** Request the Board Approve and Authorize the Chair to execute RSQ Agreement #23-040Q to both contractors, in the NTE amount of \$700,000 as approved to form by the County Attorney, 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-n) **Consideration of a Resolution and Approval to Seek Funds Awarded by the Florida Department of Transportation (FDOT) under the SFY2024 State of Florida Public Transit Block Grant Program in the Amount of \$334,495:** Request the Board Approve the Resolution, and Grant Approval to Apply for the SFY2024 State of Florida Public Transit Block Grant in the amount of \$334,495. (Requested by Trevor Martin, Financial Management Coordinator)
- 7-o) **Consideration of Fiscal Year 2023/2024 Florida Department of Economic Opportunity Office of Broadband - Multi-Purpose Community Facilities Program Grant Application:** Authorize staff to submit the grant application to the Multi-Purpose Community Facilities Program Grant as described. (Requested by Holly Albanese, Chief of Special Projects/Library Director)
- 7-p) **Consideration of Approval for FY 2024 State Aid to Libraries Grant Agreement and Certification of Hours, Free Library Service and Access to Materials and the 2023-2027 Long-Range Plan:** Request the Board approve and sign the attached FY 2024 State Aid to Libraries Grant Agreement; Certification of Hours, Free Library Service and Access to Materials and the 2023-2027 Long-Range Plan. (Requested by Holly Albanese, Chief of Special Projects/Library Director) (Item updated 09-13-2023)
- 7-q) **Consideration and Approval of Final Ranking and Authorization to Negotiate Request for Proposal Number 23-033P to Aqua Marketing & Communications, Inc. for Branding, Creative Services & Media Buying:** Request the Board consider the final ranking of Request for Proposals Number 23-033P, Branding, Create Services & Media Buying, authorize staff to negotiate a contract with the top-ranked firm. (Requested by Robert Rounds, Procurement & Contract Services Manager)

- 7-r) **Consideration of a Resolution to Amend the Fiscal Year 2022-2023 Budget to Recognize Revenues from the State of Florida Division of Emergency Management for an Urban Search and Rescue (US&R) Grant:** Request the Board Adopt the Unanticipated Revenue Resolution and authorize the Chair to execute the Urban Search and Rescue Grant Agreement. *(Requested by Michael Tucker, Fire Chief)*
- 7-s) **Consideration of a Cash Advance from the General Fund Reserves to the Bond-Capital Improvement Rev S2020 Fund 1215:** Approve a cash advance in the amount of \$1,500,000 from the General Fund Reserves to Fund 1215 for debt services. *(Requested by E. John Brower, Financial Services Director)*
- 7-t) **Consideration and Approval of the Second Amendment to the Agreement RSQ#19-027Q for the Marineland Acres Drainage and Roadway Improvements Project between Flagler County and CONSOR Engineers, LLC. to provide Construction Engineering and Inspection (CEI) Services for additions to the Project Roadway and Stormwater Drainage System, as well as modifications to Potable Water Facilities, in the Amount of \$155,791.90:** Request the Board approve and authorize the Chair to execute the Second Amendment to a Contract Agreement between Flagler County and CONSOR Engineers, LLC. in the amount of \$155,791.90, 2) Authorize the County Administrator to approve change orders or other project related documents, as approved by the County Attorney within the overall project budget; 3) Approve the Cash Advance from the General Fund to Fund 1318 in the amount of \$155,792; 4) Approve the Unanticipated Revenue Resolution. *(Requested by Hamid Tabassian, P.E., Assistant County Engineer)*
- 7-u) **Consideration of Flagler County 2024 Local Legislative Priorities:** Request the Board approve the 2024 Local Legislative Priorities. *(Requested by Holly Albanese, Chief of Special Projects/Library Director)*
8. **General Business:** *Presentations limited to 15 minutes with public comments limited to 3 minutes per speaker.*
- 8-a) **Presentation of Public School Facility Planning Interlocal Agreement Annual Report for Review and Comment:** The Board of County Commissioners review the Annual Report and provide any comments. *(Requested by Sean Moylan, Deputy County Attorney and Adam Mengel, Growth Management Director)*
- 8-b) **QUASI-JUDICIAL – Consideration of Access Easement and County Property Utilization Agreement – 6420 State Road 100 East; Owner: Bia Development, LLC, and GJE OV FL100, LLC:** Staff recommends that the Board of County Commissioners approve the Access Easement and County Property Utilization Agreement. *(Requested by Sean Moylan, Deputy County Attorney and Adam Mengel, Growth Management Director)*
- 8-c) **Adoption of a Resolution to Vacate a Portion of the Plat of the Hidden Hammock Subdivision in the R-1B (Urban Single Family Residential) Zoning District – Daniel G. MacFarlan and Susan C. MacFarlan, Husband and Wife – 15 Hidden Hammock Court; Parcel No. 38-11-31-3070-00000-0040:** Request the Board adopt the resolution for the vacation of the portion of the Hidden Hammock Subdivision described as the easternmost one foot of the twenty foot wide drainage and wall easement within Lot 4 as depicted on the Hidden Hammock Subdivision plat, recorded in Map Book 37, Pages 57 and 58, of the Public Records of Flagler County, Florida. *(Requested by Adam Mengel, Growth Management Director)*

8-d) Adoption of a Resolution to Vacate a Portion of the Plat of the Sugar Mill Plantation, Phase II Subdivision in the PUD (Planned Unit Development) Zoning District – Steven Swearingen and Kelsey Swearingen, Husband and Wife – 46 Audubon Lane; Parcel #37-12-31-5627-00000-0640: Request the Board adopt the resolution for the vacation of the portion of the Sugar Mill Plantation, Phase II Subdivision described as the westernmost five feet of the ten foot wide grading, drainage, and utility easement located within Lot 64 as depicted on the Sugar Mill Plantation, Phase II Subdivision Plat as recorded in Map Book 30, Pages 18 and 19, of the Public Records of Flagler County, Florida. *(Requested by Adam Mengel, Growth Management Director)*

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 5:01 PM or soon thereafter Second and Final Public Hearing for Fiscal Year 2023-2024 Budget *(Requested by E John Brower, Financial Services Director)*

9-b) QUASI-JUDICIAL – Application #3376 – Request for Approval of a Preliminary Plat for Amberwoods; Parcel Number: 22-14-31-0000-01010-0130 and 22-14-31-0000-01010-0140; 14.363+/- acres. Owner: US Capital Alliance, LLC; Agent: Alann Engineering Group, Inc. (Project #2023060026): The Board of County Commissioners may: 1) Approve subject to conditions; 2) Deny; or 3) Continue. *(Requested by Adam Mengel, Growth Management Director)*

9-c) QUASI-JUDICIAL – Application #3378 – Request for Approval of a Preliminary Plat for Hammock Park; Parcel Number: 40-10-31-3280-00000-0010; 0020; 00A0; 0030 and 0050; 7.02+/- acres. Owner: DbD Solutions, LLC; Agent: Stephenson Wilcox & Associates. (Project #2023060068): The Board of County Commissioners may: 1) Approve subject to conditions; 2) Deny; or 3) Continue. *(Requested by Adam Mengel, Growth Management Director)*

9-d) QUASI-JUDICIAL – Application #3381 – Request for Approval of a PUD (Planned Unit Development) Site Development Plan for Woodside at Ormond Station. Parcel No. 21-14-31-0000-01010-0000; 21.236+/- acres. Owner: US Capital Alliance, LLC; Applicant: Alann Engineering Group, LLC (Project #2023060075): The Board of County Commissioners may: 1) Approve; 2) Deny; or 3) 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.