



# Flagler County Board of County Commissioners Meeting Agenda

January 8, 2024 • 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:** None
  - 4b) **Proclamations:**
    - 1) **Stalking Awareness Month – January 2024** (*Requested by Candi Wilkie*)
    - 2) **Human Trafficking Awareness Month – January 2024** (*Requested by Candi Wilkie*)
    - 3) **Firefighter Cancer Awareness – January 2024** (*Requested by Chief Michael Tucker Fire Rescue*)
  - 4c) **Presentations (3-5 Minutes):**
    - 1) **Flagler County Fire Rescue Life Saving Awards** (*Presented by Chief Michael Tucker, Fire Rescue*)
    - 2) **Mosquito Control Update** (*Presented by the Mosquito Control District*)
    - 3) **Land Management Department Update** (*Presented 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  - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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) Disbursement Report for Week Ending December 8, 2023
  - 6b) **Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
    - 1) December 4, 2023 Regular Meeting
    - 2) December 4, 2023 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:** 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) Consideration to Ratify Fire-Rescue Purchase Order # 20240163 for the Purchase of Two (2) MTS Power Load Cots with Floor Plates for the New Ambulances in the Amount of \$52,029.54:** Request the Board to ratify Fire-Rescue's Purchase Order # 20240163 for the purchase of two (2) MTS Power Load Cots with floor plates for the new ambulances in the amount of \$52,029.54. *(Requested by Mike Tucker, Fire Chief and Robert Rounds, Purchasing Manager)*
- 7-c) First Amendment to Lease of Historic Courthouse Modifying the Termination Date of the Lease to August 31, 2024:** Approve the Lease Amendment modifying the lease term to end after the end of the current school year. *(Requested by Heidi Petito, County Administrator)*
- 7-d) Authorization for Administrative Execution of Lease Agreement with the US Department of Interior Bureau of Ocean Energy Management (BOEM) and US Army Corps of Engineers (ACOE) for the Use of Sand in Offshore Borrow Area 3A for the Modified Federal Project for Beach Renourishment:** Request the Board authorize the County Administrator to sign the new BOEM Agreement with the ACOE and BOEM upon review and recommendation by the Office of the County Attorney. *(Requested by Hamid Tabassian, P.E., Assistant County Engineer)*
- 7-e) Consideration of Approval of State Funded Grant Agreement (SFGA) between Flagler County and the Florida Department of Transportation (FDOT) for County Road 302 / Canal Avenue (from Coconut Boulevard to Forest Park Street) FDOT Financial Project No. 446928-1-34-01 and Work Authorization WA-12 for Design Phase:** Request the Board (1) Approve the State Funded Grant Agreement, (2) Adopt the associated Resolution authorizing the Chair to execute the Agreement, (3) Approve Work Authorization WA-12 (4) Authorize County Administrator approval of any project related documents, purchase orders and grant agreement amendments within the project overall budget and (4) approval of the Unanticipated Revenue Resolution. *(Requested by Hamid Tabassian, P.E., Assistant County Engineer and Amy Stroger, Project Manager)*
- 7-f) Quit-Claim and Release of Ditch Easement Deed to the City of Bunnell:** Approve the Quit-Claim Deed to the City of Bunnell in support of the City's Hyman Circle drainage project. *(Requested by Adam Mengel, Growth Management Director and Sean Moylan, Deputy County Attorney)*
- 7-g) Federal Emergency Management Performance Grant (EMPG) Additional Budget Authority:** Request the Board approve the Unexpected Revenue Resolution. *(Requested by Jonathan Lord, Emergency Management Director)*
- 7-h) Authorization to Submit a County EMS Grant (non-matching) to the State of Florida's Department of Health:** Request the Board authorize the County Administrator to execute EMS County Grant (non-matching) applications that will be available to the County on an annual basis per F.S. 401.113. *(Requested by Mike Tucker, Fire Chief)*
- 7-i) Consideration of Funding Agreement with FEMA for Hurricane Idalia through the Federal Disaster Grant Assistance Program:** Request the Board approve the grant agreement and resolution authorizing the County Administrator to execute the grant

agreement as approved to form by the County Attorney. *(Requested by E. John Brower, Financial Services Director)*

- 7-j) Consideration to Award BID 24-012B to Cumberland International Trucks, Inc, LLC for a 2020 26-foot Box Truck in the Amount of \$75,000.00:** Request the Board approve Award BID 24-012B to Cumberland International Trucks, Inc, LLC for a 2020 26-foot box truck in the amount of \$75,000.00. *(Requested by Mike Tucker, Fire Chief and Robert Rounds, Purchasing Manager)*
- 7-k) Consideration to Amend the FY 2023-2024 Budget to Recognize Grant Revenue from FY22/23 Grant with ElderSource, for the Department of Health and Human Services' Senior Services Division:** Request the Board approve the Unanticipated Revenue Resolution. *(Requested by Joe Hegedus, Health & Human Services Director)*
- 7-l) Consideration to Purchase a New John Deere 5090E Cab Tractor for Land Management Activities:** Request the Board authorize the County Administrator to execute the contract and purchase of one (1) Ag-Pro, John Deere 5090E Cab Tractor with attachments. Attachments will include, A front end loader, 62" grapple, MX6 brush cutter, Brown disk harrow, and RHINO 72" tiller at a purchase price not to exceed \$96,771.85. *(Requested by Michael Lagasse, Public Lands & Natural Resource Manager)*
- 7-m) Consideration of the Non-Institutional Medicaid Provider Agreement for Continued Participation in the Title XIX Medicaid Program through the Florida Agency for Healthcare Administration (AHCA) - Adult Day Care Services:** Request the Board approve, and authorize the County Administrator to execute, the Non-Institutional Medicaid Provider Agreement Between Flagler County Board of County Commissioners and the Florida Agency for Healthcare Administration/Florida Medicaid Program; also authorize the County Administrator to execute any amendments within the term of the Agreement as approved to legal form by the County Attorney. *(Requested by Joe Hegedus, Health & Human Services Director)*
- 7-n) Consideration to Amend the FY 2023-2024 Budget to Recognize Grant Revenue from ElderSource for the Department of Health and Human Services' Senior Services Division:** Request the Board approve the Unanticipated Revenue Resolution and authorize the County Administrator to execute the OAA contract amendment (A023-FCBCC.A1-3), as extended through February 29, 2024. *(Requested by Joe Hegedus, Health & Human Services Director)*
- 7-o) Ratification of Laundry Equipment Rental Agreement with Southeastern Laundry Equipment Sales, Inc. in the Amount of \$235,704.00:** Request the Board to Ratify the Laundry Rental Agreement with Southeastern Laundry Equipment Sales, Inc. in the amount of \$235,704.00. *(Requested by Robert Rounds, Purchasing Manager)*
- 7-p) Request the Board Declare Items as Surplus, Removal from the County Fixed Assets and Authorize Purchasing to Dispose of Surplus Property Pursuant to the Fixed Asset Policy:** Request the Board declare items as surplus, removal from the County's fixed asset inventory and authorize Purchasing to dispose of surplus property pursuant to the Fixed Asset policy. *(Requested by Robert Rounds, Purchasing Manager and Richard Zufelt, Property Control Agent)*
- 7-q) Request the Board approve the Fund 1109 Tourism Capital Project Funding Program Agreement with the City of Palm Coast in the amount of \$739,158.00:** Request the Board approve the Fund 1109 Capital Project Funding Program Agreement with the City of Palm Coast in the amount of \$739,158.00 and authorize the Chair to execute the funding

agreement approved by the County Administrator and approved as to form by the County Attorney and approve the budget transfer. *(Requested by Amy Lukasik, Tourist Development Director)*

**7-r) Consideration to Approve a Cash Advance from the General Fund to the Tourist Development Beach Restoration Fund (Fund 1111) Not to Exceed \$2,145,000 for Local Funding Requirements for the Army Corp of Engineers Projects (ACOE):** Request the Board approve a cash advance not to exceed \$2,145,000 from the General Fund to Fund 1111. *(Requested by Hamid Tabassian, P.E., Assistant County Engineer and Amy Stroger, Project Manager)*

**7-s) Request the Board Approve Updates to the County's Purchasing Manual:** Request the Board approve the changes to the Purchasing Manual (to be Procurement Manual). *(Requested by Robert Rounds, Purchasing Manager)*

**7-t) Consideration of Public Library Construction Grant Between the State of Florida, Department of State and the Flagler County Board of County Commissioners for and on Behalf of Flagler County Public Library:** Request the Board consider, approve and sign the attached Public Library Construction Grant Agreement. *(Requested by Holly W. Albanese, Chief of Special Projects/Library Director)*

**7-u) Approval of Bid Award for ITB 23-034B and Contract with P&S Paving, Inc. for the Roadway Construction of Flagler Central Commerce Parkway Connector – Bunnell (Commerce Parkway), Construction of Water and Sewer Utilities, Construction of Additive Bid Options, in the Amount of \$9,533,213.92, and Authorize the Chair to Execute the Contract:** Request the Board approve the following: 1) Bid Award 23-034B to P&S Paving, Inc. for the construction of the Flagler Central Commerce Parkway Connector – Bunnell project and Additive Bid Options A and B in the amount of \$9,533,213.92 and authorize the Chair to execute the contract as approved as to form by the County Attorney; 2) and authorize County Administrator to execute any change orders or other project related documents approved as to form by the County Attorney within the overall project budget; and 3) Approval of the Unanticipated Revenue Resolution. *(Requested by Hamid Tabassian, P.E., Assistant County Engineer and Robert Rounds, Purchasing Manager)*  
*(Updated 01/02/2024 to Include Attachment 3)*

**7-v) Consideration to Amend the HVAC System Controls Contract 22-032S with W.W. Gay Mechanical Contractor, Inc. by Adding the Sheriff's Operations Building to the Annual Schedule in the Amount of \$9,500.00:** Request the Board to Approve the First Amendment to the HVAC System Controls Contract with W.W. Gay Mechanical Contractor, Inc. for the addition of services for the Sheriff Operations Building. *(Requested by Mike Dickson, General Services Director)*

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

**8-a) Conveyance of Land to Hammock Dunes CDD for Intersection Improvements:** Approve the Purchase and Sale Agreement Conveying Approximately 0.29 acres to the Hammock Dunes CDD and Approve the Authorizing Resolution. *(Requested by Sean S. Moylan, Deputy County Attorney)*

**[ Pulled by Hammock Dunes CDD ]**

**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.