



Flagler County Board of County Commissioners Meeting Agenda

February 5, 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: Flagler County Employee Recognitions for Years of Service**
(Presented by Pam Wu, Human Resources Director)
 - 4a) **Proclamations:**
 - 1) **Teen Dating Violence Awareness Month – February 2024** *(Requested by Candi Wilkie, Family Life Center Domestic Violent Coordinator)*
 - 2) **Procurement Month – March 2024** *(Requested by E. John Brower, Financial Services Director)*
 - 3) **Welcome to the Neighborhood Week – February 15-22, 2024** *(Requested by Brian McMillan, Palm Coast Observer Publisher)*
 - 4) **Crossing Guard Appreciation Day – February 2, 2024** *(Requested by Sheriff Rick Staly)*
 - 4b) **Presentations (3-5 Minutes):** None
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 - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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 November 2023
 - 2) Disbursement Report for Week Ending December 15, 2023
 - 3) Disbursement Report for Week Ending December 22, 2023
 - 4) Disbursement Report for Week Ending December 29, 2023
 - 5) Revenue Collected for December 2023
 - 6) Disbursement Report for Week Ending January 5, 2024
 - 7) Disbursement Report for Week Ending January 12, 2024
 - 8) Disbursement Report for Week Ending January 19, 2024

- 6b) Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
- 1) December 18, 2023 Workshop
 - 2) December 18, 2023 Regular Meeting
 - 3) January 8, 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) Kolter Billboard Easement:** Request the Board approve the Amended and Restated Ingress and Egress Easement Agreement. *(Requested by Adam Mengel, Growth Management Director and Sean Moylan, County Attorney's Office)*
- 7-c) Declaration of Easement – Opossum Lane:** Approve the Declaration of Easement for Opossum Lane. *(Requested by Adam Mengel, Growth Management Director and Sean Moylan, County Attorney's Office)*
- 7-d) Consideration of a Space/Use Agreement between Flagler County and ExamineAir, LLC for Office Space in a County facility located at 267 Old Moody Boulevard, Flagler Executive Airport:** Request the Board approve the Space/Use Agreement for the County facility located at 267 Old Moody Boulevard, Flagler Executive Airport to ExamineAir, LLC. *(Requested by Roy Sieger, Airport Director)*
- 7-e) Consideration of a Space/Use Agreement between Flagler County and the Flagler County Tourist Development Office for Office Space in a County facility Located at 120 Airport Road, Flagler Executive Airport:** Request the Board approve the Space/Use Agreement for the County facility located at 120 Airport Road, Flagler Executive Airport to the Flagler County Tourist Development Office. *(Requested by Roy Sieger, Airport Director)*
- 7-f) Consideration of a Space/Use Agreement between Flagler County and Teens-In-Flight, Inc. for Hangar Space in a County Facility Located at 271 Old Moody Boulevard, Flagler Executive Airport:** Request the Board approve the Space/Use Agreement for the County facility located at 271 Old Moody Boulevard, Flagler Executive Airport to Teens-In-Flight, Inc. *(Requested by Roy Sieger, Airport Director)*
- 7-g) 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-h) Consideration of a Change Order for Architectural Fees for the Flagler County Nexus Center:** Request the Board approve the change order request to increase the purchase order number 2023 0832 an additional \$15,335.00; and approve the URRs. *(Requested by Holly Albanese, Chief of Special Projects/Library Director)*
- 7-i) Consideration of Approval of Work Authorization No. WA-13 Under Request for Statement of Qualifications (RSQ) 21-012Q to CONSOR Engineers, LLC, in the**

Amount of \$145,612.13 for Construction Engineering and Inspection (CEI) Services for the Willow Woods Potable Water Project: Request the Board approve and authorize the execution of Work Authorization No. WA-13 under RSQ# 21-012Q to CONSOR Engineers, LLC, in the not to exceed amount of \$145,612.13 for Construction Engineering and Inspection (CEI) services for the Willow Woods Potable Water project as approved to form by the County Attorney and approved by the County Administrator. *(Requested by Jorge Salinas, Deputy County Administrator)*

7-j) Consideration to Transfer Funds from the County Attorney's Operating Budget to the Pooled Expenditures Division for the Captain's BBQ Settlement: Request the Board approve the Budget Transfer. *(Requested by E. John Brower, Financial Services Director)*

7-k) Authorization to Pay Insurance Invoices to Avion Aviation for the 1998 Eurocopter and the 2023 Eurocopter. The Premium Total for Both Helicopters is \$137,185: Board authorizes the appropriate staff to pay insurance invoices to Avion Aviation for the 1998 Eurocopter AS 350BIII, N911US in the amount of \$47,838.00 and for the 2023 Eurocopter AS 350BIII, N190AH in the amount of \$89,347.00. The premium total for both helicopters is \$137,185. *(Requested by Mike Tucker, Fire Chief and Robert Rounds, Purchasing Manager)*

7-l) Consideration of Approval to Execute the ElderSource Older American Act Agreement Amendment: A024-FCBCC: Request the Board to authorize the County Administrator to sign the ElderSource Older American Act Agreement Amendment: A024-FCBCC, for \$400,526.85 on behalf of the Flagler County Health and Human Services Department. Authorize the County Administrator to execute all necessary documents associated with accepting and implementing said contract, including any amendments approved as to form by the County Attorney, and approve the Unanticipated Revenue Resolution. *(Requested by Joseph Hegedus, Health & Human Services Director)*

7-m) Change Order for Software Maintenance Upgrade, Confidential Pursuant to Florida Statute §119.0725, Critical Infrastructure and Cybersecurity Information: Recommend approval of the change order. *(Requested by Adam Mengel, Growth Management Director)*

7-n) Consideration of Resolution to Adopt Amended Local Housing Assistance Plan and Execution of the Certification Form to the Florida Housing Finance Corporation: Request the Board adopt the Resolution Amending the Local Housing Assistance Plan and Certify to the Florida Housing Finance Corporation. *(Requested by Joseph Hegedus, Health & Human Services Director)*

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

8-a) Planning and Development Board Appointment: Request the Board consider the applications of Ms. Felicia Cook, Mr. Kevin Geddings or Mr. Mike Goodman and select one to serve on the Planning and Development Board for a three-year term. If Ms. Cook or Mr. Geddings are selected, they will fill the "Between US 1 and the Intracoastal Waterway, North of SR 100" vacancy. If Mr. Goodman is selected, a waiver for an "At-Large" appointment will be needed through a super-majority vote of the Commission. Mr. Goodman's appointment will also include the waiver for online training (through simple-

majority vote), while a waiver of this requirement for Ms. Cook or Mr. Geddings will not be necessary. *(Requested by Adam Mengel, Growth Management Director)*

8-b) Pulled by Staff 02/02/2024 ~~First Amendment to Lease of Historic Courthouse Modifying the Termination Date of the Lease to August 31, 2024:~~ Consider the request of First Baptist Church of Palm Coast including its financial impact and take any action deemed appropriate. *(Requested by Heidi Petito, County Administrator)*

8-c) QUASI-JUDICIAL – Transportation Impact Fee Credit Agreement with Venture 8, LLC, for Radiance Planned Unit Development (PUD) Roundabout on Old Kings Road.: Options for the Board: Approve; Deny: or Continue. *(Requested by Adam Mengel, Growth Management Director)*

8-d) Consideration of Fiscal Year 2024-25 Budget Guidelines and Calendar: Request the Board approve the resolution. *(Requested by E. John Brower, Financial Services Director)*

8-e) Consideration of Addendum to Fiscal Agent Agreement Between CareerSource Flagler Volusia and CareerSource Brevard: Request the Board approve the Addendum to the Fiscal Agent Agreement between CSFV and CSBrevard. *(Requested by Al Hadeed, County Attorney)*

9. Public Hearings: *Public Hearings will be heard after 9:30 a.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) QUASI-JUDICIAL – Project No. 2023090058 – Request for Approval of a Preliminary Plat for Brookside at Ormond Station; Parcel Nos.: 21-14-31-0000-01010-0000 and a portion of 22-14-31-0000-01010-0130; 53.49+/- acres. Owner: US Capital Alliance, LLC; Agent: Alann Engineering Group, Inc.: Options for the Board: 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.