



# Flagler County Board of County Commissioners Meeting Agenda

March 16, 2026 • 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

View the meeting streamed live on the County's YouTube Channel: [www.YouTube.com/FlaglerCounty](http://www.YouTube.com/FlaglerCounty)

## 1. Pledge to the Flag and Moment of Silence

## 2. Additions, Deletions and Modifications to the Agenda:

**Deletion of Item 7b** – This item has been removed from the agenda as the burn ban expired March 6, 2026 at 5pm.

**Deletion of Item 9a** – This item has been removed from the agenda by the applicant and will **not** be heard today.

**Deletion of Item 9b** – This item has been removed from the agenda by the applicant and will **not** be heard today.

## 3. Announcements by the Chair

## 4. Recognitions, Proclamations and Presentations: 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**6a) Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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) [Disbursement Report for Week Ending February 20, 2026](#)

2) [Disbursement Report for Week Ending February 27, 2026](#)

**6b) Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:

1) [February 9, 2026 Workshop](#)

2) [February 9, 2026 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) ~~Removed 03/05/2026 Ratification of Flagler County Declaration of State of Local Emergency and Implementing an Emergency Administrative Order related to Forest and Brush Fires:~~** ~~Request the Board ratify the Declaration of State of Local Emergency and Implementing an Emergency Administrative Orders related to Forest and Brush Fires. *(Requested by Jonathan Lord, Emergency Management Director)*~~
- 7-c) Library Board of Trustees Advisory Board Member Appointment:** Request the Board approve the reappointment of Nancy Bettencourt to the Library Board of Trustees Advisory Board for a three-year term from March 20, 2026, to March 20, 2029. *(Requested by Holly Albanese, Library Director)*
- 7-d) 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)*
- 7-e) Consideration to Increase the Approved Life Extension Clinics, Inc. D/B/A Life Scan Wellness Centers Cooperative Purchasing Agreement #25-012PB Spending Limit from \$69,500.00 to \$95,000.00:** Request the board to increase the Life Extension Clinics, Inc. D/B/A Life Scan Wellness Centers Purchasing Agreement #25-012PB spending limit from \$69,500.00 to \$95,000.00 dollars annually for the life of the contract. *(Requested by E. John Brower, Financial Services Director and Mike Tucker, Fire Chief)*
- 7-f) Flagler County 2026-35 Transit Development Plan (TDP) Major Update:** Request the Board adopt the Resolution approving the Transit Development Plan and authorize staff to submit the TDP to the Florida Department of Transportation. *(Requested by Mike Dickson, General Services Director and Dan Nicholas, GS Assistant Director)*
- 7-g) Easement (Business) Agreement between Flagler County and Florida Power & Light Company, at Fire Station 51:** Request the Board approve the Easement (Business) Agreement between Flagler County and Florida Power & Light Company, at Fire Station 51 site. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer)*
- 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 \$21,000.00 and authorize the County Administrator to execute the contract as approved to form by the County Attorney. *(Requested by Amy Lukasik, Tourism Development Director)*
- 7-i) Change Order Increase for Contract No. 2026000021 with Johnson Controls US Holdings Inc for Fire Safety Systems Inspection, Repair, and Emergency Services:** Staff recommend that the Board approve the requested change order increasing the Johnson Controls Fire Protection LP contract by \$35,000.00 to cover emergency repairs and remaining fire system maintenance needs for the current fiscal year. *(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) **Consideration of the Adoption of a Resolution to Vacate a Portion of the Plat of Sea Scape Subdivision in the PUD (Planned Unit Development) Zoning District – Owners/Petitioners: David and Nancy F. Lesser, H&W:** The Board of County Commissioners may: Approve; Deny; or Continue. *(Requested by Adam Mengel, Growth Management Director)*
- 8-b) **Approval of Summertown and Veranda Bay Transportation Improvements Cost Allocation Agreement:** Request Approval the Summertown and Veranda Bay Transportation Improvements Cost Allocation Agreement. *(Requested by Michael A. Rodriguez, County Attorney and 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) **Removed 03/13/2026** – This item has been pulled by the applicant and moved to June 15, 2026 at 5:30pm or as soon thereafter as it may be heard. **LEGISLATIVE** – Project No. 2025080073 – Request for a Future Land Use Map Amendment Greater than Ten Acres from Agriculture and Timberlands and Commercial Low Intensity to Mixed-Use High Intensity on Seminole Woods Boulevard. Parcel Numbers: 28-12-31-0000-01010-0000 and 29-12-31-0000-01010-0000; Parcel Size: 119+/- Acres. Owner: MPC Lots LLC/Applicants: Richard Smith and Nika Hosseini. (AR No. 5930): The Board of County Commissioners may: Approve; Deny; or Continue. *(Requested by Adam Mengel, Growth Management Director)*

9-b) **Removed 03/13/2026** – This item has been pulled by the applicant and moved to June 15, 2026 at 5:30pm or as soon thereafter as it may be heard. **QUASI-JUDICIAL** – Project No. 2025080074 – Request to Approve on First Reading a Rezoning Ordinance from the AC (Agricultural) District to the PUD (Planned Unit Development) District. Parcel Numbers Parcel Numbers: 28-12-31-0000-01010-0000 and 29-12-31-0000-01010-0000; Parcel Size: 119+/- Acres. Owner: MPC Lots LLC/Applicant: Richard Smith and Nika Hosseini. (AR No. 5931): The Board of County Commissioners may: Approve; Deny; or Continue. *(Requested by Adam Mengel, Growth Management Director)*

9-c) **QUASI-JUDICIAL – Project 2025110031 – REQUEST FOR A SPECIAL USE IN THE AC (AGRICULTURE) DISTRICT – Request for a Special Use for a Telecommunication Tower in the City of Palm Coast P&G District at 7900 Old Kings Rd N. Parcel Number: 16-10-30-0000-01020-0010; Parcel Size: 20.8+/- Acres. Owner: Florida Agricultural Museum/Applicant: Harold Timmons, Anthemnet Holdings, LLC. (AR No. 6087):** The Board of County Commissioners may: Approve; Deny; or Continue. *(Requested by Adam Mengel, Growth Management Director)*

9-d) **QUASI-JUDICIAL – Project No. 2025110050 – Request for Waivers to Off-street Parking Requirements in the R/C (Residential Limited Commercial) District at 5949**

**North Oceanshore Blvd. Parcel Number: 40-10-31-3250-00140-0090; Parcel Size: 29,713+/- Square Feet (0.68+/- Acres). Owner: A1A 5949, LLC/Applicant: Lads Coastal Construction, LLC. (AR No. 6106):** 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.

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT / AGENDA ITEM # 7a**

**SUBJECT:** Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency Due to Severe Coastal Erosion and Vulnerability.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** Flagler County has been under a declared state of local emergency due to Hurricane Matthew since October 4, 2016. During that time, other storms have struck the County exacerbating the damage to the dune system and compounding the exposure of public and private property on the barrier island to future storms and flooding. The County also declared local states of emergency for Hurricane Irma (2017), Hurricane Dorian (2019), Hurricane Isaias (2020), and Hurricanes Ian and Nicole (2022).

Due to the cumulative effect of the storms as well as tidal events, nor'easters, and erosion, Flagler County continues to be in the most precarious position relative to ocean flooding and storms in its history. Although the County has completed a series of emergency protective berm projects since Hurricane Matthew, public and private property on the barrier island remain vulnerable to catastrophic storm damage without further and sustained protective efforts.

As part of addressing the emergency, the Board adopted a long-term beach management plan assisted by an independent coastal engineer, the County's engineering staff and with input from residents and local HOAs. Continuing the state of local emergency will help the County with its ongoing and future efforts and allow the County to take any necessary emergency measures, including expedited emergency procurement and the issuance of emergency administrative orders, as necessary.

**FUNDING INFORMATION:** Funding in accordance with grant agreements with the Army Corps of Engineers, FEMA, FDOT and DEP

**DEPARTMENT CONTACT:** Jonathan Lord, Emergency Management Director (386) 313-4240

**RECOMMENDATION:** Request the Board ratify the Proclamations Extending the State of Local Emergency for Hurricanes Matthew, Ian and Nicole.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Proclamation Declaring a Local State of Emergency – March 9, 2026
2. Proclamation Declaring a Local State of Emergency – March 16, 2026

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT / AGENDA ITEM #7c**

**SUBJECT:** Library Board of Trustees Advisory Board Member Appointment.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** The Commission has received an application for this Board. The applicant is a Flagler County resident and registered voter.

**Function:** To establish policies regarding the delivery of public library services and to report to the Board and citizens of the County at least once a year regarding the status, progress, and needs of the library in regard to the provision of these services.

**Membership:** Consists of 7 members appointed by the Board.

**Appointment Terms:** Three-year terms.

**Meeting Information:** Meets Monthly the 1<sup>st</sup> Tuesday @ 4:30 p.m. at the Flagler County Library, 2500 Palm Coast Parkway NW, Palm Coast, FL

**Staff Liaison:** Holly Albanese, Library Director (386) 446-6763

**Appointment - Expiration Member**

03/20/2023 – 03/20/2026	Ms. Nancy Bettencourt ( <i>Initial Term</i> )
07/10/2023 – 07/10/2026	Sharon B. Atack ( <i>Appt 06/07/1993</i> )
09/06/2023 – 09/06/2026	Ms. Jeanne Nix ( <i>Appt 09/06/2020</i> )
03/03/2025 – 03/03/2028	Mr. Donald O'Brien Jr ( <i>Initial Term</i> )
08/04/2025 – 08/04/2028	Ms. Rebecca Long ( <i>Initial Term</i> )
09/03/2025 – 09/03/2028	Ms. Safiya Soares ( <i>Initial Term</i> )
12/01/2025 – 12/01/2028	Ms. Helen VanDerhyden ( <i>Initial Term</i> )
12/02/2025 BOCC Appt.	Commissioner Leann Pennington ( <i>Designee</i> )
12/02/2025 BOCC Appt.	Commissioner Kim Carney ( <i>Alternate</i> )

Vacancies are advertised on the County's website, [www.FlaglerCounty.gov](http://www.FlaglerCounty.gov). If additional applications are received, they will be presented to the Board prior to the meeting.

**FUNDING INFORMATION:** N/A

**DEPARTMENT CONTACT:** Holly Albanese, Library Director (386) 446-6763

**RECOMMENDATION:** Request the Board approve the reappointment of Nancy Bettencourt to the Library Board of Trustees Advisory Board for a three-year term from March 20, 2026, to March 20, 2029.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Application – Nancy Bettencourt

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT / AGENDA ITEM # 7d**

**SUBJECT:** 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.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** Pursuant to the provisions of Chapter 274, Florida Statutes, the Board of County Commissioners must declare items as surplus and authorize the disposal of all tangible personal property, owned by the governmental unit, of a non-consumable nature. The list was sent to the Purchasing Manager to create a master list to present to the Board. Items on this list have exceeded their useful life and will be either sold, used as a trade-in, or exchanged under warranty as outlined on the list below:

ITEM#	LOG#	CLERK#	FCID#	ACQ DATE	ORIG COST	DESCRIPTION/DETAIL	VIN/SERIAL NUMBER	REASON FOR DISPOSAL
14	26-14	2929	3703	7/12/2004	\$4,484.48	Centaur power Unit	NA	End of Useful Service Life
15	26-15	2262	5312	1/8/2003	\$17,695.80	Hurst Power Unit	105435	End of Useful Service Life
16	26-16	2263	5334	4/1/2003	\$18,193.44	Hurst Power Unit	NA	End of Useful Service Life
17	26-17	2930	3704	7/12/2004	\$4,484.48	Centaur power Unit	NA	End of Useful Service Life
18	26-18	6924	9328	2/15/206	\$5,885.70	Centaur power Unit	NA	End of Useful Service Life
19	26-19	3976	6235	11/30/2005	\$8,996.00	E5200 Truck Charger/Battery for infra heat camera	MSA10063764	End of Useful Service Life
20	26-20	6216	8774	1/16/2014	\$8,941.00	MSA Thermal Imaging Camera	B-93230-LB	End of Useful Service Life
21	26-21	3109	6186	5/24/2005	\$8,900.00	MSA Thermal Imaging Camera	A-325-D05	End of Useful Service Life

**STRATEGIC PLAN:**

Focus Area: Effective Government

- Goal 1 – Maintain Financial Stability

**FUNDING INFO:** Proceeds generated by the sale of surplus property will be deposited into the fund from which the original purchase was funded.

**DEPARTMENT CONTACT:** Robert Rounds, Purchasing Manager (386) 313-4097

**RECOMMENDATIONS:** 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.

**ATTACHMENTS:** None

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT / AGENDA ITEM # 7e**

**SUBJECT:** Consideration to Increase the Approved Life Extension Clinics, Inc. D/B/A Life Scan Wellness Centers Cooperative Purchasing Agreement #25-012PB Spending Limit from \$69,500.00 to \$95,000.00.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** On November 25, 2024, The County Administrator for the Flagler County Board of County Commissioners approved the usage of a Cooperative Agreement “piggybacked” from the City of Clearwater, Pinellas County, Agreement No, RFP # 53-23 Employment Related Health Care Services specifically for Fire and Police Pre-Employment Physicals, Annual Physicals, and Fitness Evaluations.

The approved spending limit on November 25, 2024, was not to exceed \$69,500.00 dollars. Staff are requesting an increase of the not to exceed limit from \$95,000.00 dollars annually for the life of the contract. This amendment will allow Fire Rescue to continue to purchase needed Employment Related Health Care Services specifically for Fire and Police Pre-Employment Physicals, Annual Physicals, and Fitness Evaluations.

**STRATEGIC PLAN:**

Focus Area: Public Health & Safety

- Goal 3 – Improve Public Safety Response and Service Delivery Capabilities
  - Objective PHS 3.1: Prepare for, pursue, achieve and maintain local, regional and national standards, while ensuring each division supports standard-based risk assessments.

**FUNDING INFORMATION:** Funding for this contract is available in the Adopted FY 25-26 Budget within the Fire and EMS divisions.

**DEPARTMENT CONTACT:** E. John Brower, Financial Services Director (386) 313-4036  
Mike Tucker, Fire Chief (386) 313-4255

**RECOMMENDATIONS:** Request the board to increase the Life Extension Clinics, Inc. D/B/A Life Scan Wellness Centers Purchasing Agreement #25-012PB spending limit from \$69,500.00 to \$95,000.00 dollars annually for the life of the contract.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Flagler County Piggyback Agreement with City of Clearwater Contract

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT / AGENDA ITEM # 7f**

**SUBJECT:** Flagler County 2026-35 Transit Development Plan (TDP) Major Update

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** Staff are seeking the Board's adoption of a Resolution approving the Flagler County 2026-2035 Transit Development Plan (TDP) Major Update; and Authorization to submit the 2026-2035 Transit Development Plan to the Florida Department of Transportation, District Five - Public Transit Office.

The State of Florida Public Transit Block Grant Program was enacted by the Florida Legislature to provide a stable source of annual state funding for public transit. The Block Grant Program requires public transit service providers to develop, adopt, and annually update a Ten-Year Transit Development Plan (TDP). Under legislation that became effective February 20, 2007, the TDP must undergo a "Major Update" every five years. In the interim years, annual progress reports are submitted to the Florida Department of Transportation (FDOT) to update the status of TDP implementation activities.

The Flagler County Board of County Commissioners approved the TDP Major Update (i.e. *Flagler Forward*) in September 2022, and FDOT reviewed that Major Update and found it to be in compliance with F.A.C., Rule 14-73. The Flagler County Public Transportation Department (FCPT), with the assistance from staff of the University of South Florida's Center for Urban Transportation Research (CUTR), prepared the 2026-35 TDP to update any changes or progress made to the public transportation needs identified in the 2022 Transit Development Plan Major Update. The 2026-35 plan is consistent with the requirements outlined in FAC 14-73.001 and staff recommends that the Flagler County Board of County Commissioners: 1. Approve the 2026-35 TDP Annual Progress Report; and 2. Authorize submittal of the 2026-35 Transit Development Plan to the FDOT District V Public Transit Office.

**STRATEGIC PLAN:**

Focus Area: Growth and Infrastructure

- Goal 1: Provide Quality Fundamental Infrastructure and Assets.

**FUNDING INFORMATION:** N/A

**DEPARTMENT CONTACT:** Mike Dickson, General Services Director (386) 313 – 4191  
Dan Nicholas, GS Assistant Director (386) 313 – 4155

**RECOMMENDATION:** Request the Board adopt the Resolution approving the Transit Development Plan and authorize staff to submit the TDP to the Florida Department of Transportation.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Transit Development Plan (TDP) 2026-2035
2. Resolution

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT / AGENDA ITEM # 7g**

**SUBJECT:** Easement (Business) Agreement between Flagler County and Florida Power & Light Company, at Fire Station 51.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** Staff are seeking approval of an Easement (Business) Agreement with the Florida Power & Light Company. This easement is necessary for FP&L to construct, operate and maintain underground electrical utility facilities for the new Fire Station 51 site located at 245 County Road 305, Parcel I.D. 10-12-29-0000-01040-0021.

**STATEGIC PLAN:**

Focus Area: Growth and Infrastructure

- Goal 1 – Provide quality fundamental infrastructure and assets.
  - Objective GI1.1: Ensure public safety through continuous planning for future needs and adequate evacuation capacity.

Focus Area: Public Health & Safety

- Goal 3 – Improve Public Safety Response and Service Delivery Capabilities
  - Objective PHS 3.3: Protect life, property and the environment from the effects of fire, medical emergencies, disasters and hazardous materials accidents to current and expanding service delivery areas.

**FUNDING INFORMATION:** N/A

**DEPARTMENT CONTACT:** Hamid Tabassian, PE, DBIA, County Engineer, 386-313-4046

**RECOMMENDATION:** Request the Board approve the Easement (Business) Agreement between Flagler County and Florida Power & Light Company, at Fire Station 51 site.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Proposed Easement (Business) Agreement with Exhibit

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT/ AGENDA ITEM # 7h**

**SUBJECT:** Consideration of Flagler County Tourist Development Council Fund 1110 Discretionary Event Funding.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** On February 18, 2026, the Flagler County Tourist Development Council (TDC) met for the purpose of considering allocations from the Discretionary Event appropriation. The TDC deliberated on the requests and recommends that the Board of County Commissioners appropriate funds as follows:

**\$8,000** – Continuing Education Company, Spring Conference Session I, Mar 30-Apr 3, 2026

**\$8,000** – Continuing Education Company, Spring Conference Session II, April 6-10, 2026

**\$5,000** – United Flag Football, National Championship Qualifier, April 25-26, 2026

**\$21,000 Total Discretionary Event Allocations Requested**

**STRATEGIC PLAN:**

Focus Area: Economic Vitality

Goal 1- Increase Visitor Spending in all Tourism Related Sectors

Objective EV 1.2: Increase visitor spending in all tourism related sectors

Goal 3 – Promote and Market Flagler County as a Desirable Place to Live, Work, and Visit

Objective EV 3.1: Execute objectives in the Tourist Development Strategic Plan

**FUNDING INFORMATION:** Funding in the amount of \$100,000 (of which \$15,000 has already been previously approved) is included in the Adopted FY 25-26 Budget for Discretionary Events in account number 1110-147-4700-559300-550-55-000-000-548004. Upon approval of the \$21,000 request for these Discretionary Events, a balance of \$54,000 will remain.

**DEPARTMENT CONTACT:** Amy Lukasik, Tourism Development Director (386) 313-4226

**RECOMMENDATIONS:** Request the Board approve the recommendation of the Flagler County Tourist Development Council 1110 Discretionary Event funding in the amount of \$21,000.00 and authorize the County Administrator to execute the contract as approved to form by the County Attorney.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Funding Request
  - a) Continuing Education Company, Spring Conference Session I, March 30-April 3, 2026
  - b) Continuing Education Company, Spring Conference Session II, April 6-10, 2026
  - c) United Flag Football, National Championship Qualifier, April 25-26, 2026.
2. Discretionary Event Available Balance Report
3. TDC February 18, 2026, Meeting Minutes - Draft, Motions Only
4. Funding Agreement
  - a) Continuing Education Company Spring Conference Session I
  - b) Continuing Education Company Spring Conference Session II
  - c) United Flag Football, National Championship Qualifier

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS**  
**CONSENT/ AGENDA ITEM # 7i**

**SUBJECT:** Change Order Increase for Contract No. 2026000021 with Johnson Controls US Holdings Inc for Fire Safety Systems Inspection, Repair, and Emergency Services.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** Staff is requesting Board approval for a change order increasing the funding authorization under the County's contract with Johnson Controls US Holdings Inc, the vendor responsible for the inspection, testing, maintenance, and repair of the County's fire sprinkler systems, fire suppression systems, fire hydrants, and backflow preventers.

During the recent hard freeze, several County facilities experienced emergency failures of backflow assemblies and other freeze-related mechanical failures. Johnson Controls US Holdings Inc responded promptly to restore system functionality, fire code compliance, and overall protection across the affected buildings.

Staff therefore requests approval to increase the contract amount by \$35,000.00 to cover:

- Emergency freeze-related repairs already completed
- Any additional fire system maintenance or repairs needed through the remainder of the fiscal year

**STRATEGIC PLAN:**

- Goal 1 – Provide Quality Fundamental Infrastructure
  - Objective G1.1 – Ensure public safety through continuous planning for future needs and adequate evacuation capacity.

**DEPARTMENT CONTACT:** Mike Dickson, General Services Director (386) 313–4191

**FUNDING INFORMATION:** Original Contract amount was \$60,892.00 and will increase to \$95,892.00. Funding is available in the Adopted FY 2025/26 Budget within the General Services department operating budget.

**RECOMMENDATIONS:** Staff recommend that the Board approve the requested change order increasing the Johnson Controls Fire Protection LP contract by \$35,000.00 to cover emergency repairs and remaining fire system maintenance needs for the current fiscal year.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Contract
2. Change Order

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
GENERAL BUSINESS / AGENDA ITEM #8a**

**SUBJECT:** Consideration of the Adoption of a Resolution to Vacate a Portion of the Plat of Sea Scope Subdivision in the PUD (Planned Unit Development) Zoning District – Owners/Petitioners: David and Nancy F. Lesser, H&W.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** The County has received a Petition to Vacate a portion of the Sea Scope subdivision plat, recorded at Map Book 28, Page 62, Public Records of Flagler County, Florida. The portion of the plat to be vacated lies entirely within Parcel No. 17-10-31-5370-00000-0150. The Property Appraiser’s aerial depicts the rear lot line grading, drainage and utility easement to be vacated, outlined in red below:



The statutory guidance for plat vacations is primarily limited to ensuring that continued access is provided following any plat vacation:

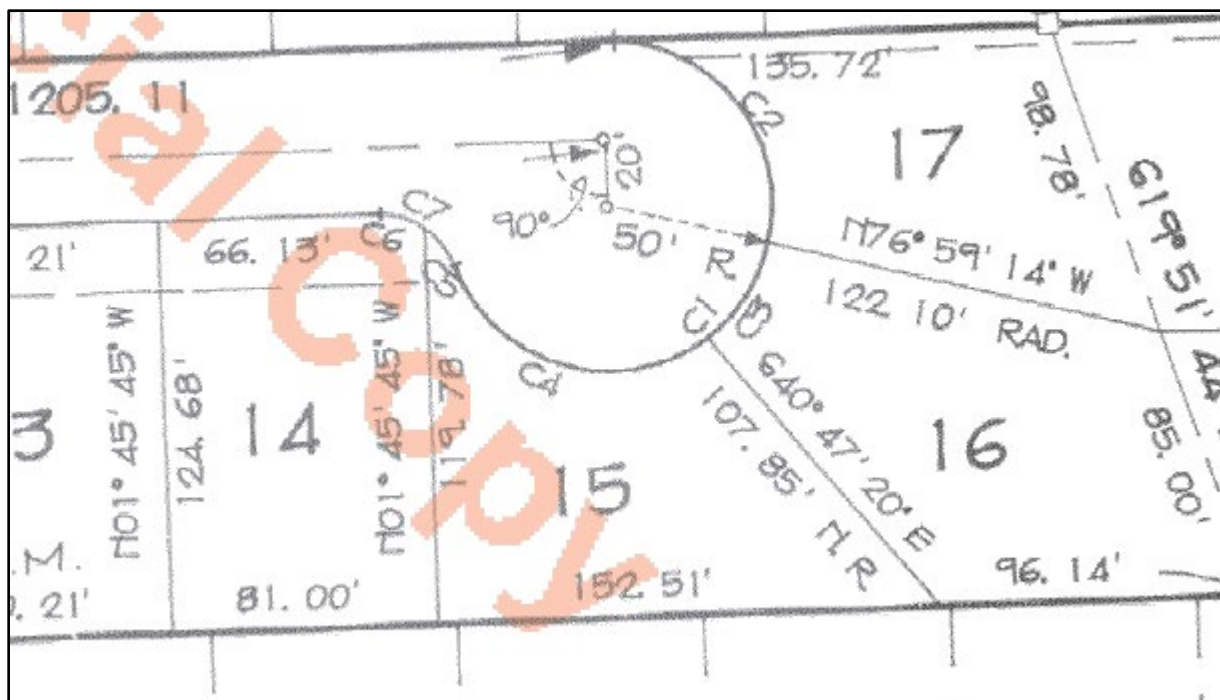
“The governing bodies of the counties of the state may adopt resolutions vacating plats in whole or in part of subdivisions in said counties, returning the property covered by such plats either in whole or in part into acreage. Before such resolution of vacating any plat either in whole or in part shall be entered by the governing body of a county, it must be shown that the persons making application for said vacation own the fee simple title to the whole or that part of the tract covered by the plat sought to be vacated, and it must be further shown that the vacation by the governing body of the county will not affect the ownership or right of convenient access of persons owning other parts of the subdivision.” (s. 177.101(3), Florida Statutes).

The County’s Land Development Code provides:

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
GENERAL BUSINESS / AGENDA ITEM #8a**

“The owner(s) of any land within an existing approved plat may request BOCC approval to vacate that portion of the plat which is owned by the applicant(s). If the existing plat includes a plat agreement/amendment, a portion of the original plat cannot be vacated without the consent of all current property owners within the plat. The vacating of public streets/rights-of-way and easements within a plat is subject to state statutes and county ordinances. Plats, or portions thereof, cannot be vacated without the consent of the appropriate utilities or regulatory agencies.” (Sec. 4.08.03. – Vacating plats, Flagler County Land Development Code).

The plat for Sea Scape – as recorded at Map Book 28, Page 62, Public Records of Flagler County, Florida – is depicted (in part) as:



The intent of this partial plat vacation request is to vacate the easement affecting Lot 15, where the easement is reserved through a General Note on the recorded plat:

8. UNLESS NOTED OTHERWISE EACH LOT SHALL HAVE GRADING, DRAINAGE AND UTILITY EASEMENTS AS FOLLOWS:  
FRONT AND REAR LOT LINES... 20 FT.  
SIDE LOT LINES - INTERIOR... 7.5 FT.  
SIDE LOT LINES - STREET... 10 FT.

All other easements would remain in place: only the rear lot line grading, drainage, and utility easement would be vacated through this request.

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
GENERAL BUSINESS / AGENDA ITEM #8a**

The proposed partial plat vacation does not affect the ownership or right of convenient access of persons owning other parcels within or adjacent to this subdivision. All taxes due on the subject parcel have been paid in full (Paid 11/25/2025; Receipt No. 0000081).

All respective utility providers –FPL, AT&T, Charter Communications (d/b/a Spectrum), and the City of Palm Coast – have provided their consent to the partial plat vacation. Specific to the grading and drainage easement, the Seascope Homeowner’s Association has provided its consent to the vacation.

The survey submitted with the Petition to Vacate – by Stephenson Surveying, Inc., and signed by Dan A. Wilcox with a December 11, 1998, date of field work – depicts the 20-foot-wide grading, drainage, and utility easement across the rear lot line.

Public Notice: Public notice has been provided in accordance with Section 2.07.00 of the LDC, and consistent with Section 177.101, Florida Statutes.

**STRATEGIC PLAN:**

Focus Area: Effective Government

- Goal 2 – Build & Maintain Relationships to Support Effective & Efficient Government
  - Objective EG 2.4: Establish joint strategies to identify and address needs through leveraging local resources.

**DEPARTMENT CONTACT:** Adam Mengel, Growth Management Director (386) 313-4065

**OPTIONS FOR THE BOARD:** The Board of County Commissioners may:

APPROVE the request and adopt the resolution for the vacation of the 20-foot-wide rear lot line grading, drainage and utility easement along the rear lot line of Lot 15 of Sea Scope, as recorded in Map Book 28, Page 62, Public Records of Flagler County, Florida, and as specifically described in the resolution.

DENY the vacation request. Should the Board of County Commissioners opt to deny the request the Board should provide the rationale for the denial – including any findings – within its motion.

CONTINUE the request to a time and date certain. A continuance should be for the owners/petitioners or for staff to provide additional information to the Board.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Resolution
2. Petition to Vacate and supporting documents
3. Utility consent letters (FPL, AT&T, Charter/Spectrum, and City of Palm Coast)
4. HOA consent email
5. Public Notice

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
GENERAL BUSINESS/AGENDA ITEM #8b**

**SUBJECT:** Approval of Summertown and Veranda Bay Transportation Improvements Cost Allocation Agreement.

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** Pursuant to the terms set forth resolving the Florida Governmental Conflict Resolution dispute between Flagler County and the City of Flagler Beach, the County and the developer for Summertown and Veranda Bay desired to address and resolve the County's identified concerns relating to John Anderson Highway by calculating a proportionate fair share for the total buildout of both developments and their offsite traffic improvements on John Anderson Highway based on a maximum buildout of two thousand seventeen (2,017) residential units.

The Agreement provides for the developer to pay the estimated project proportionate fair share to the County prior to the pulling of a building permit for each residential unit in the respective developments and the County shall use the funds for improvements to John Anderson Highway.

The Agreement also grants a license over portions of the John Anderson Highway right-of-way to developer to allow for the design, installation, enhancement, and maintenance of landscaping and related aesthetic improvements within designated portions of the right-of-way. The developer's maintenance obligation shall be for a term of thirty (30) years.

Further, the Agreement extends the Willing Seller Commitment and Evaluation Period for the potential acquisition of up to one hundred fifty-three (153) acres of real property by the County of environmentally sensitive land from two (2) years to three

**STRATEGIC PLAN:**

Focus Area: Effective Government

- Goal 2 – Build & Maintain Relationships to Support Effective & Efficient Government

**DEPARTMENT CONTACT:** Michael A. Rodriguez, County Attorney, 386-313-4005  
Adam Mengel, Growth Management Director, 386-313-4065

**RECOMMENDATION:** Request Approval the Summertown and Veranda Bay Transportation Improvements Cost Allocation Agreement.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Summertown and Veranda Bay Transportation Improvements Cost Allocation Agreement

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING/AGENDA ITEM NO. 9c**

**SUBJECT: QUASI-JUDICIAL** – Project 2025110031 – **REQUEST FOR A SPECIAL USE IN THE AC (AGRICULTURE) DISTRICT** – Request for a Special Use for a Telecommunication Tower in the City of Palm Coast P&G District at 7900 Old Kings Rd N. Parcel Number: 16-10-30-0000-01020-0010; Parcel Size: 20.8+/- Acres. Owner: Florida Agricultural Museum/Applicant: Harold Timmons, Anthemnet Holdings, LLC. (AR No. 6087).

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** This request is quasi-judicial in nature and requires disclosure of *ex parte* communication. The request is for approval of a Special Use for a Telecommunications Tower in the City of Palm Coast P&G zoning district:



On October 31, 2025, Anthemnet Holdings, LLC submitted an application for a Special Use for a Telecommunications Tower on land owned by Florida Agricultural Museum, LLC. The proposed tower is a 195' tall monopole (185' monopole with 10' lighting rod) located within a 50' by 50' lease area and enclosed with an 8' tall chain link fence as required.

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING/AGENDA ITEM NO. 9c**

Although the current proposed tenant is Verizon, the proposed tower is designed to allow a minimum of four communication providers, allowing a maximum height of 300 feet pursuant to LDC Sec. 3.06.05.F.8.(g)2.c. As provided by the applicant, there are currently three other towers located within two-miles of the proposed located. Two towers are located approximately 1.65 miles northwest in St. John’s County and the third is located 1.6 miles northeast also in St. John’s County. The closest tower within Flagler County is just over three miles south at the northeast corner of the intersection of I-95 and Matanzas Woods Parkway.

The proposed property is subject to a deed restriction implemented when Flagler County conveyed the property to the current owners in June 1997 (Official Records Book 586, Page 1227, of the Public Records of Flagler County, Florida). The deed restricts the use of the property as the State’s principal museum depicting Florida’s agricultural and rural history, and for related and ancillary uses from which the museum derives a continuing benefit. These ancillary uses are described as leases or sales of portions of the property to third parties for such uses as restaurants, lodging facilities, farmers’ markets or souvenir shops. The applicant has provided a signed statement from the property owner describing the need for the Telecommunications Tower.

The Technical Review Committee reviewed this request as part of its December 17, 2025, meeting. All comments have been satisfactorily addressed by the applicant. The Planning and Development Board considered this request at its February 10, 2026, regular meeting and unanimously recommended approval of the Special Use subject to conditions as provided by staff. As provided in the Land Development Code at LDC Sec. 3.06.05.E.3.(c), the Board of County Commissioners must first find that sufficient factual data has been provided in order to render a decision. Once the sufficient factual data determination has been made, the Board may: approve the request as submitted, approve the request with conditions, or disapprove the request.

This agenda item is:

quasi-judicial, requiring disclosure of ex-parte communication; or  
 legislative, not requiring formal disclosure of ex-parte communication.

**OPTIONS FOR THE BOARD:** The Board of County Commissioners may:

APPROVE Project No. 2025110031, finding that sufficient factual data was presented and the special siting criteria as listed at Land Development Code Section 3.06.05.F. have been met and therefore approves the Special Use for a Telecommunication Tower on Old Kings at 7236 Old Kings Rd N (Parcel No. 16-10-30-0000-01020-0010).

DENY Project No. 2025110031, finding that sufficient factual data was not presented and/or the special siting criteria as listed at Land Development Code Section 3.06.05.F. have not been met and therefore denies the Special Use for a Telecommunication Tower on Old Kings at 7236 Old Kings Rd N (Parcel No. 16-10-30-0000-01020-0010).

CONTINUE Project No. 2025110031, on the basis that additional information and factual

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING/AGENDA ITEM NO. 9c**

data is needed from staff or the applicant. Based on the presentation and the public hearing, the Board does not have sufficient information to be able to render a decision on the special use request. Continuing the special use request to a time and date certain will provide an opportunity for staff or the applicant to provide additional information.

Should the Board of County Commissioners approve the Special Use request, additional conditions and safeguards may be added as part of the motion for approval of the request.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

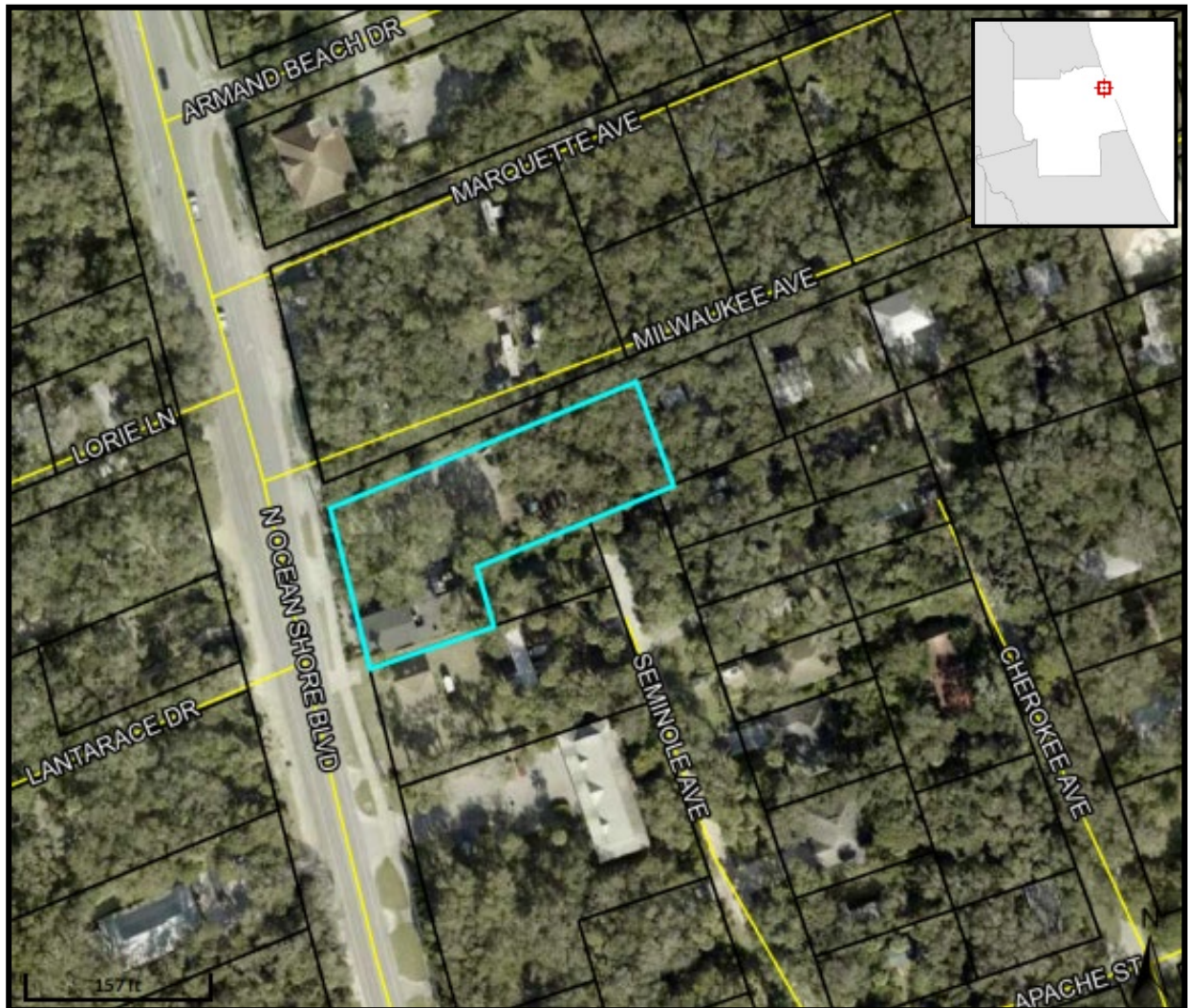
1. Technical Staff Report
2. Application and supporting documents, including Statement of Need.
3. TRC comments and responses
4. Draft Planning and Development Board February 10, 2026, meeting minutes (in part)
5. Public notice

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING/AGENDA ITEM NO. 9d**

**SUBJECT: QUASI-JUDICIAL** – Project No. 2025110050 – Request for Waivers to Off-street Parking Requirements in the R/C (Residential Limited Commercial) District at 5949 North Oceanshore Blvd. Parcel Number: 40-10-31-3250-00140-0090; Parcel Size: 29,713+/- Square Feet (0.68+/- Acres). Owner: A1A 5949, LLC/Applicant: Lads Coastal Construction, LLC. (AR No. 6106).

**DATE OF MEETING:** March 16, 2026

**OVERVIEW/SUMMARY:** This request is quasi-judicial in nature (not legislative) and requires disclosure of ex parte communication. This request is for approval of two types of parking waivers outlined in the LDC: a deviation from the County’s requirement that off-street parking spaces be “surfaced with concrete, paver block or asphalt materials meeting the requirements of the Subdivision Regulations,” permitted through LDC Sec. 3.06.04.B.7. and a deviation (listed as flexibility) from the minimum number of required parking spaces permitted through LDC Sec 3.06.04.D.1. The subject parcel is located at 5949 North Oceanshore Blvd., the former 386 restaurant:



**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING/AGENDA ITEM NO. 9d**

The deviation from the required surface parking material requires Board of County Commissioners approval only, while the flexibility from the minimum required number of off-street parking spaces requires a Planning and Development Board recommendation to the Board of County Commissioners.

The owners – listed as A1A 5949 LLC – purchased the property through a General Warranty Deed on September 2, 2025 and recorded on September 16, 2025 at Official Records Book 2991, Page 1313, Public Records of Flagler County, Florida.

The subject parcel is zoned R/C (Residential/limited commercial) and C-2 (General Commercial). The southern portion of the property is zoned C-2 and is described as Parcel A: Lot 9, Block 14, Second Addition to Johnson Beach, according to the map or plat thereof as recorded in Plat Book 5, Page 69, Public Records of Flagler County, Florida. The northern portion of the property is zoned R/C and is described as Parcel B: Parcels #1 and 2 of land in Section 10, Township 10 South, Range 31 East, Flagler County, Florida.

The applicant has applied for a Special Exception in the R/C District for a restaurant (LDC Sec. 3.03.13.A.D.12.)(Project No. 20110048) and for a 25 foot variance from the 40 foot minimum required front (West) landscape buffer, a 10 foot variance from the minimum required 25 foot right side (South) landscape buffer, a 25 foot variance from the 50 foot minimum required building separation to a residential structure, and two foot variance to exceed the maximum allowed fence height (Project No. 2025110049). The Planning and Development Board voted at its February 10, 2026 meeting to approve both the Special Exception and the variances, with the Special Exception approval conditioned on the applicant obtaining approval for the parking waivers/deviations from the Board of County Commissioners.

The applicant's revised site plan submitted January 28, 2026 (attached) shows 31 off-street parking spaces with concrete wheel stops consisting of crushed shell and two paved handicapped-accessible spaces for a total of 33 off-street parking spaces. The Land Development Code (at LDC Sec. 3.06.04.B.2.) requires that: "where more than two off-street parking spaces are required, they shall be surfaced with concrete, paver block or asphalt materials meeting the requirements of the Subdivision Regulations." As a parcel within the A1A Scenic corridor overlay district, the paved parking requirement for three or more spaces is replaced with a limited allowance for shell parking to "help to reduce the amount of paved parking areas and visual blight associated with commercial parking needs":

"Shell parking or similar approved porous surfaces shall be allowed for uses with less than ten (10) required parking spaces, if it is determined by the county engineering department that such an arrangement will not create significant erosion, drainage, or fugitive dust problems. For uses that require ten (10) or more parking spaces, up to twenty (20) percent of required

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING/AGENDA ITEM NO. 9d**

minimum parking spaces may be porous. All development must have required handicapped spaces as well as aisles and sidewalks to building entrances.” (LDC Sec. 3.06.11.F.2.).

The proposed restaurant would require off-street parking spaces based on the minimum of one parking space for each 50 square feet of seating area and one space for each employee per shift (LDC Sec. 3.06.04.B.15). With a proposed seating area of 1,800 square feet and five employees, 41 spaces are required. The applicant is proposing 31 spaces and a 6 stall bike rack. LDC Sec 3.06.04.D.1. provides for *Flexibility in administration of parking requirements*.

“The county commission recognizes that, due to the particularities of any given development, the inflexible application of the parking standards set forth in subsection 3.06.04 may result in a development either with inadequate parking spaces or parking spaces far in excess of its needs. The former situation may lead to traffic congestion or parking violations in adjacent streets as well as unauthorized parking in nearby private lots. The latter situation wastes money as well as space that could more desirably be used for environmentally useful open space. Therefore, the county commission following review and recommendation from the planning board, may permit deviations from the presumptive requirements of subsection 3.06.04 and may require more parking or allow less parking whenever it finds that such deviations are more likely to satisfy the standard set forth in subsection 3.06.04.” (LDC Sec 3.06.04.D.1.)

In its review of the Special Exception, variances, and the parking waivers (deviation and flexibility) requests, the Scenic A1A PRIDE Committee provided its review of the request through its letter dated January 30, 2026 (attached).

The Special Exception request was reviewed by the Technical Review Committee (TRC) at its December 17, 2026 meeting. The applicant has satisfactorily addressed all comments. The Planning and Development Board considered these waiver requests at its February 10, 2026 regular meeting and voted 4-1 to recommend approval.

The owner and applicant have justified the waiver requests based on their desire to preserve several old-growth index trees that would otherwise need to be removed if the off-street parking requirements are met. Additionally, the timing of the extension of sanitary sewer north of Bing’s Landing was considered, with the present need for the installation of an onsite sewage disposal system (OSDS, a/k/a a septic tank and drainfield) taking up parcel area that could be used for other purposes if a sanitary sewer connection was available. Finally, a shared use agreement with Debra Jean’s Organic Coffee and Cafe, the coffee shop next door to the south, was discussed that would allow for off-hour (during the evening, Debra Jean’s presently closes to the public at 4 p.m. daily) parking by Modern Mexx staff in the Deborah Jean’s parking lot.

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING/AGENDA ITEM NO. 9d**

This agenda item is:

quasi-judicial, requiring disclosure of ex-parte communication; or  
 legislative, not requiring formal disclosure of ex-parte communication.

No notice is required by the Land Development Code for this request and no notice has been provided for this request.

**OPTIONS FOR THE BOARD:** The Board of County Commissioners may:

**APPROVE** the waiver requests for: a deviation from parking area surface requirements, determining that it is in the best public interest to allow coquina shell as an alternative parking area surface based on environmental and development conditions; and flexibility as to the required minimum off-street parking, reducing the required number of off-street parking spaces from 41 spaces to 33 spaces for the off-street parking area for the proposed restaurant at 5949 N Oceanshore Blvd.

**DENY** the waiver requests for a deviation as to parking surface requirements and flexibility as to the minimum number of off-street parking spaces for the off-street parking area for the proposed restaurant at 5949 N Oceanshore Blvd.

**CONTINUE** the waiver requests for a deviation from parking area surface requirements and flexibility as to the minimum number of off-street parking spaces for the off-street parking area, determining that insufficient information has been provided for the Board, or that the Board is otherwise unable to make a determination regarding the parking area surface deviation and minimum number of off-street parking spaces request for the off-street parking area for the proposed restaurant at 5949 N. Oceanshore Blvd.

**ATTACHMENTS:** [Use this link to view attachment\(s\)](#)

1. Site Plan dated January 28, 2026
2. Application and supporting documents
3. Scenic A1A PRIDE Committee letter dated January 30, 2026
4. Draft Planning and Development Board 2-10-26 meeting minutes (in part)