



Flagler County Board of County Commissioners Meeting Agenda

June 16, 2025 • 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

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:**
 - 1) **Jail STRIDE** (Skills, Transitional Support, Respect, Integrity, Direction, and Employment) **Program** (*Requested by Commissioner Leann Pennington*)
 - 2) **St. Paul Missionary Baptist Church's 117th Anniversary in the Espanola Community** (*Requested by Commissioner Leann Pennington*)
 - 4b) **Proclamations:** [Mosquito Control Awareness Week – June 15-21, 2025](#) (*Requested by Nicole Graves, East Flagler Mosquito Control District Outreach Specialist*)
 - 4c) **Presentations** (3-5 Minutes): **Sons of The American Revolution Emergency Medical Services Commendation Medal** (*Requested by Chief Michael Tucker, Fire Rescue*)
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 - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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 May 16, 2025](#)
 - 2) [Disbursement Report for Week Ending May 23, 2025](#)
 - 3) [Disbursement Report for Week Ending May 30, 2025](#)
 - 6b) **Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
 - 1) [May 5, 2025 Regular Meeting](#)
 - 2) [May 5, 2025 Workshop](#)

6c) Sheriff:

- 1) Approval to Continue Annual Participation in the Edward Byrne Memorial Justice Assistance Grant Program (JAGC):** Request the Board approve and sign Certificate of Participation and authorize the Chair or County Administrator as their designee to execute the grant application, award agreement, and any other documentation associated with implementation of the grant approved to form by the County Attorney. *(Requested by Nikki Smith, FCSO Grant Manager/Accountant)*
- 2) Approval to continue annual participation in the Edward Byrne Memorial Justice Assistance Grant Program (JAG)-Local Solicitation:** Request the Board approve and authorize the Chair or County Administrator as their designee to execute the grant application, award agreement, and any other documentation associated with implementation of the grant approved to form by the County Attorney. *(Requested by Nikki Smith, FCSO Grant Manager/Accountant)*

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) 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 and Approve the Trade in of Select Items:** 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-c) Consideration of Award for Request for Proposals 25-RFP-033 with James Moore & Co., P.L. for Audit Services:** Request the Board approve the award for Request for Proposals 25-RFP-033 with James Moore & Co., PL for Audit Services and authorize the Chairman to execute a contract as approved as to form by the County Attorney and approved by the County Administrator for a limited term of three (3) years, with a subsequent 2 year and 1 year renewal for FY 2028 and 2029. *(Requested by Robert Rounds, Purchasing Manager)*
- 7-d) Consideration of Approval of the Environmentally Sensitive Lands (ESL) Project Ranking List as Recommended by the Land Acquisition Committee (LAC):** Request the Board approve the Environmentally Sensitive Lands project ranking list and authorize the staff Negotiation Team to open negotiations with listed applicants. *(Requested by Erick Revuelta, Land Management)*
- 7-e) Consideration of the Resolution and Third Amendment to the Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) in the amount of \$1,200,000 to Assist with Funding for the Construction of a General Aviation Terminal Facility at the Flagler Executive Airport:** Request the Board approve the Third Amendment to the FDOT PTGA authorizing the Chair to execute the agreement, authorizing resolution, and unanticipated revenue resolution as approved to form by the County Attorney. *(Requested by Roy Sieger, Airport Director)*
- 7-f) Consideration of the Resolution and the Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) in the Amount of**

\$320,000 to Assist with Funding for the Design of an Aviation Fuel Facility at the Flagler Executive Airport: Request the Board approve the FDOT PTGA authorizing the Chair to execute the agreement, approving the unanticipated revenue resolution, and approving the budget transfer, as approved to form by the County Attorney. *(Requested by Roy Sieger, Airport Director)*

7-g) Request the Board Approve the Purchase of a Freightliner Dump Truck, as Listed and Approved as Part of the FY 2025 Rolling Stock Replacement Plan. This Purchase is being made through the State of Florida Term Contract #25101600-21-STC: Request the Board approve the Purchase of one Freightliner Dump truck, as listed and approved in the FY25 Budget. *(Requested by Mike Dickson, General Services Director)*

7-h) Authorize Staff to Submit an Application for Staffing for Adequate Fire and Emergency Response (SAFER) Grant from the Federal Emergency Management Agency: Authorize staff to submit an application to FEMA for a Staffing for Adequate Fire and Emergency Response (SAFER) grant. *(Requested by Michael Tucker, Fire Chief)*

7-i) Consideration and Approval of the following Agreements: (1) Eleventh Amendment to the Construction Agreement 23-010B between Flagler County and Eastman Aggregate Enterprises, LLC for Reconstruction of the Northern County Dune Restoration Project in the Amount of \$5,062,670.00, (2) the First Amendment to the Professional Services Agreement 24-0050Q between Flagler County and Moffatt & Nichol for Construction Engineering and Inspection (CEI) Services in the Amount of \$369,975.00, (3) Project Agreement between Flagler County and Ocean Hammock Property Owners Association, and (4) Project Agreement between Flagler County and the Hammock Beach and Golf Resort: Request the Board approve (1) Eleventh Amendment to the Construction Agreement 23-010B with Eastman Aggregate Enterprises, LLC in the amount of \$5,062,670.00, and (2) the First Amendment to the Professional Services Agreement 24-0050Q between Flagler County and Moffatt & Nichol for \$369,975.00, and (3) the Project Agreement between Flagler County and Ocean Hammock Property Owners Association, and (4) the Project Agreement between Flagler County and the Hammock Beach and Golf Resort, and (5) approve the Unanticipated Revenue Resolution, and (6) Amend the CIP. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer and Ansley Wren-Key, Ph.D., Coastal Engineering Administrator)*

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

8-a) Contract Consideration for 90-Day Interim County Attorney: Request the Board discuss and take action as desired. *(Requested by Charlie Picano, Human Resources Director)*

9. Public Hearings: None

10. Additional Reports and Comments:

10-a) County Administrator Report/Comments

10-b) County Attorney Report/Comments

10-c) Community Outreach: *This thirty-minute time period has been allocated for public comment for items not on the agenda. Each speaker will be allowed up to three (3) minutes to address the Commission. Speakers should approach the podium, identify themselves and direct comments to the Chair.*

10-d) Commission Reports/Comments/Action

11. Adjournment

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act, persons needing assistance to participate in this meeting should contact the (386) 313-4001 at least 48 hours prior to the meeting.



Rick Staly, Sheriff
FLAGLER COUNTY SHERIFF'S OFFICE

"An honor to serve, a duty to protect."

MEMORANDUM

DATE: May 20, 2025
 TO: Luci Dance
 FROM: Nikki Smith-Grant Manager/Accountant
 RE: Agenda Item
 DATE OF MEETING: June 16, 2025

SUBJECT: Approval to continue annual participation in the Edward Byrne Memorial Justice Assistance Grant Program (JAGC).

OVERVIEW/SUMMARY: Request to Apply

Funding Opportunity: Justice Assistance Grant (JAG) Program

The Flagler County Sheriff's Office is seeking continued approval to apply for the Byrne Justice Grant (JAG). If awarded, this grant will provide funding for overtime and related costs worked by FCSO detectives and deputies for narcotics-related investigations.

This is a pass-through grant that recurs annually. The county signs the application as the grantee with FCSO serving as a sub-recipient. FCSO will manage the grant requirements and reporting. Traditionally, the BOCC, City of Palm Coast, Bunnell, Flagler Beach and Marineland each provide required letters of support. There is no local match requirement.

Recommendation: Request the Board approve and sign Certificate of Participation and authorize the Chair or County Administrator as their designee to execute the grant application, award agreement, and any other documentation associated with implementation of the grant approved to form by the County Attorney.

BOCC Contact: Financial Services Director, John Brower
 OMB Analyst, Michael Catalano

FCSO Contact: Nikki Smith Grant Manager/Accountant

Click this link to view the attachments listed below:

Attachments: 1) Certificate of Participation 2) Supporting Documents

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A Five Diamond Accredited Law Enforcement Agency





Rick Staly, Sheriff
FLAGLER COUNTY SHERIFF'S OFFICE

"An honor to serve, a duty to protect."

MEMORANDUM

DATE: May 20, 2025
 TO: Luci Dance
 FROM: Nikki Smith-Grant Manager/Accountant
 RE: Agenda Item
 DATE OF MEETING: June 16, 2025

SUBJECT: Approval to continue annual participation in the Edward Byrne Memorial Justice Assistance Grant Program (JAG)-Local Solicitation.

OVERVIEW/SUMMARY: Request to Apply

Funding Opportunity: BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program-Local Solicitation

The Flagler County Sheriff's Office is seeking continued approval to apply for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program-Local Solicitation. Eligible allocations under the JAG Program are posted annually and based on a statutory formula.

This is a pass-through grant that recurs annually. The County signs the application as the grantee with FCSO serving as the sub-grantee. FCSO will manage the grant requirements. No local match requirement is anticipated.

If awarded, FCSO will utilize funding to support its community safety initiatives through evidence-based programs and technology.

Recommendation: Request the Board approve and authorize the Chair or County Administrator as their designee to execute the grant application, award agreement, and any other documentation associated with implementation of the grant approved to form by the County Attorney.

BOCC Contact: Financial Services Director, John Brower
 OMB Analyst, Michael Catalano

FCSO Contact: Nikki Smith Grant Manager/Accountant

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**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: June 16, 2025

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: [Click this link to view attachment\(s\).](#)

1. Proclamation Declaring a Local State of Emergency – June 9, 2025
2. Proclamation Declaring a Local State of Emergency – June 16, 2025

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

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 and Approve the Trade in of Select Items.

DATE OF MEETING: June 16, 2025

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 attached list.

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: [Click this link to view attachment\(s\).](#)

1. Surplus List

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

SUBJECT: Consideration of Award for Request for Proposals 25-RFP-033 with James Moore & Co., P.L. for Audit Services

DATE OF MEETING: June 16, 2025

OVERVIEW/SUMMARY: On June 17, 2024, the Board of County Commissioners approved Resolution 2024-43 establishing the Auditor Selection Committee per the provisions of Section 218.391, Florida Statutes, with all the duties and responsibilities provided therein.

Section Two of the Resolution provides that the Auditor Selection Committee shall consist of each of the county officers elected pursuant to Section 1(d), Article VIII of the State Constitution, or a designee, and one member of the Board of County Commissioners or its designee. Members of the Auditor Selection Committee consisted of the following individuals:

1. Board of County Commissioners – Andrew Dance
2. Clerk of the Circuit Court – Jennifer Barker
3. Property Appraiser – Michelle Morgan
4. Sheriff – Shanea Stankiewicz
5. Supervisor of Elections – Chris Nakabaale
6. Tax Collector – Jean Ferrer

A Request for Proposals (RFP) was publicly broadcast on www.opengov.com. On March 25, 2025, the County received five (5) proposals as detailed on the attached tabulation sheet.

On April 28, 2025, the Auditor Selection Committee met to score and rank the proposals. The top three (3) ranked firms are as follows:

1. James Moore & Co., P.L.
2. Forvis Mazars, LLP
3. Carr, Riggs & Ingram, L.L.C.

The County and James Moore & Co Carr, will enter into an initial contract term of three (3) years for the audit of the fiscal years ending 2025, 2026, and 2027. Additionally, by mutual agreement, the contract may be renewed for the audit of the fiscal years ending 2028, and 2029. The all-inclusive cost for these services during the initial three (3) years term is expected to be \$735,000.00 broken down on an annual basis as follows:

Audit Services for Fiscal Year Ending September 30, 2025	\$230,000.00
Audit Services for Fiscal Year Ending September 30, 2026	\$245,000.00
Audit Services for Fiscal Year Ending September 30, 2027	\$260,000.00

James Moore & Co will be responsible for the financial audits as defined by Section 11.45 Florida Statutes, Rules of the Auditor General Chapter 10.550, regulations of the Florida Department of Banking and Finance and other applicable laws or standards.

STRATEGIC PLAN:

- Focus Area: Effective Government
 - Goal 1 – Maintain Financial Stability

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

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

FUNDING INFORMATION: Funding for the annual audit is budgeted in the Pooled Expenditures division of the General Fund.

RECOMMENDATIONS: Request the Board approve the award for Request for Proposals 25-RFP-033 with James Moore & Co., PL for Audit Services and authorize the Chairman to execute a contract as approved as to form by the County Attorney and approved by the County Administrator for a limited term of three (3) years, with a subsequent 2 year and 1 year renewal for FY 2028 and 2029.

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

1. Contract

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

SUBJECT: Consideration of Approval of the Environmentally Sensitive Lands (ESL) Project Ranking List as Recommended by the Land Acquisition Committee (LAC).

DATE OF MEETING: June 16, 2025

OVERVIEW/SUMMARY: On May 12, 2025, the Environmentally Sensitive Land Acquisition Committee (LAC) held a meeting to rank project applications and consider recommending projects to the Board of County Commissioners for acquisition.

In accordance with the policies and procedures contained in the Land Acquisition Manual, the LAC places parcels determined to meet the program goals and objectives in either the A or B lists. The A list contains acquisition projects that are recommended by the LAC as the priority for acquisition by the Board. Projects that meet the ESL program objectives but are not considered to be of high priority are placed in the B list.

The A list has been revised to add three new projects (Strickland 80, Disston 132, FAM 300). The LAC recommended moving the Townsend project to the B list. Additionally, during the May 12, 2025, meeting, the LAC considered the Favoretta 1301 project and voted to place it in the B list.

Board approval of the updated list will allow staff to initiate discussions with applicants regarding a potential purchase of their property and expend ESL Program funds as part of the County's due diligence in advance of any purchase. Any agreement negotiated by the Negotiation Team will return to the LAC for recommendation to the Board and ultimately to the Board for approval or denial of any purchase.

A List

Marlow (fee) – approved on 6/2/25	Lastinger (less-than-fee)
Cowart – Double C Ranch (less-than-fee)	Johnston (fee or less-than-fee)
Cowart – Crescent Lake (less-than-fee)	Disston 132 (less-than-fee)
Peterson (fee)	FAM 300 (fee)
Strickland 80 (fee)	

B List

Melvin (fee or less-than-fee)	Favoretta 1301 (fee or less-than-fee)
Townsend – Mud Lake (fee or less-than-fee)	

FUNDING INFORMATION: A total of approximately \$9,500,000 is currently available in the ESL Program account for purchase of environmentally sensitive lands. Any potential property purchase and/or financing will be brought back to the Board for approval.

DEPARTMENT CONTACT: Erick Revuelta, Land Management (386) 313-4446

RECOMMENDATION: Request the Board approve the Environmentally Sensitive Lands project ranking list and authorize the staff Negotiation Team to open negotiations with listed applicants.

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

1. Location Map of projects in the A and B lists.
2. Staff report for new projects added to the A and B lists.

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

SUBJECT: Consideration of the Resolution and Third Amendment to the Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) in the Amount of \$1,200,000 to Assist with Funding for the Construction of a General Aviation Terminal Facility at the Flagler Executive Airport.

DATE OF MEETING: June 16, 2025

OVERVIEW/SUMMARY: On April 29, 2025, the Groundbreaking Ceremony was held for the new General Aviation Terminal Facility. Former Speaker of the House Paul Renner, Chair Andy Dance and the Airport Director spoke at the ceremony. The ceremony was well attended by local elected officials, FDOT representatives, airport tenants and the general public. There were approximately 125 people in attendance. On May 5, 2025, Sauer Construction was issued their Notice to Proceed to start construction of the facility. The project is underway.

The Board has previously approved two FDOT Public Transportation Grant Agreements (PTGA) and two Amendments totaling \$10,003,947 for the Construction of a General Aviation Terminal Facility. With this action, staff is bringing forward for consideration, a Resolution and a FDOT PTGA in the amount of \$1,200,000. This funding was programmed in FDOT's FY2026, which begins July 1, 2025, however funds became available and FDOT wanted to complete the funding for this project. The Airport Enterprise Fund is responsible for 10% of the total project costs, which are approximately \$676,000. The total construction costs and funding sources are outlined in the tables below.

Project	Cost
Construction-General Aviation Terminal	\$9,640,130
Construction-Terminal Landside Improvements	\$585,487
Construction Administration and Observation	\$950,000
Total	\$11,175,617

SFYear	Funding Source	Amount
FY24	FDOT PTGA (BoCC exe 06-10-2024)	\$3,303,947
FY24	FDOT First Amendment to PTGA (BoCC exe 06-24-2024)	\$500,000
FY24	Legislative Funding (General Revenue) (BoCC exe 01-13-2025)	\$5,000,000
FY24	Airport Enterprise Fund (Bank Loan) 10% of PTGA Funds	\$675,662
FY25	FDOT Second Amendment to PTGA (BoCC exe 09-16-2024)	\$1,200,000
FY26	FDOT Third Amendment to PTGA	\$1,200,000
Total		\$11,879,609

The existing 6,400 SF metal terminal building is approximately forty (40) years old and currently houses the airport staff, Fixed Base Operator (FBO), a pilot's lounge area, public restrooms and a small tenant space. The new 15,500 SF terminal will accommodate airport administrative offices, an FBO and its appurtenant facilities, public space, meeting space, and more room for additional small tenants. This project is consistent with the approved Master Plan updated in 2015.

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

Not only is the Flagler Executive Airport an economic engine for the County, but it also serves as the gateway to Flagler County and the communities it serves. This GA Terminal facility is the next step in the evolution of transforming the airport into a premier location for businesses looking to locate at the airport and in its surrounding communities.

STRATEGIC PLAN:

Focus Area: Economic Vitality,

- Goal 2- Diversify the Tax Base to Improve the Local Economy
 - Objective EV 2.4: Expand facilities and attract aviation related businesses to the Flagler Executive Airport.

FUNDING INFORMATION: The BoCC has previously accepted two Public Transportation Grant Agreements (PTGA) and two Amendments totaling \$10,003,947 that will fund 90% of the costs for the construction of a General Aviation Terminal Facility. This Third Amendment to the PTGA is for \$1,200,000, which will fund 90% of this project. The Airport Enterprise Fund will be responsible for 10% of the total project costs, which are approximately \$676,000.

Funding for this agreement in the amount of \$1,200,000 will be appropriated upon approval of the Unanticipated Revenue Resolution.

DEPARTMENT CONTACT: Roy Sieger, Airport Director (386) 313-4220

RECOMMENDATIONS: Request the Board approve the Third Amendment to the FDOT PTGA authorizing the Chair to execute the agreement, authorizing resolution, and unanticipated revenue resolution as approved to form by the County Attorney.

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

1. Third Amendment to the FDOT PTGA and Authorizing Resolution
2. URR

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

SUBJECT: Consideration of the Resolution and the Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation (FDOT) in the Amount of \$320,000 to Assist with Funding for the Design of an Aviation Fuel Facility at the Flagler Executive Airport.

DATE OF MEETING: June 16, 2025

OVERVIEW/SUMMARY: Staff is presenting for consideration a Resolution and a FDOT PTGA in the amount of \$320,000, which will fund 80% of the design for a new Aviation Fuel Facility. The total project cost is \$400,000, with the remaining \$80,000 funded by the Airport Enterprise Fund.

The proposed Aviation Fuel Facility will be constructed on the south side of Taxiway A, directly across from the existing facility. The new location allows for future expansion—increasing storage capacity to 24,000 gallons each for 100LL and Jet A fuels—and includes parking for fuel trucks and a restroom facility. A self-service pump island for 100LL will also be included in the design.

While the existing Aviation Fuel Facility remains in average but well-maintained condition, it is over 30 years old and lacks adequate space for truck parking or restroom facilities. Relocating the facility also creates an opportunity to repurpose the current site for future hangar development, supporting long-term airport growth.

STRATEGIC PLAN:

Focus Area: Economic Vitality,

- Goal 2- Diversify the Tax Base to Improve the Local Economy
 - Objective EV 2.4: Expand facilities and attract aviation related businesses to the Flagler Executive Airport.

FUNDING INFORMATION: FDOT is offering a PTGA in the amount of \$320,000 which will fund 80% of the cost of the project. The Airport Enterprise Fund will fund the remaining \$80,000.

Funding for this agreement in the amount of \$320,000 will be appropriated upon approval of the Unanticipated Revenue Resolution and the local \$80,000 will be appropriated upon approval of the budget transfer from Airport Reserves.

DEPARTMENT CONTACT: Roy Sieger, Airport Director 313-4220

RECOMMENDATIONS: Request the Board approve the FDOT PTGA authorizing the Chair to execute the agreement, approving the unanticipated revenue resolution, and approving the budget transfer, as approved to form by the County Attorney.

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

1. FDOT PTGA and Authorizing Resolution
2. URR
3. Budget Transfer

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

SUBJECT: Request the Board Approve the Purchase of a Freightliner Dump Truck, as Listed and Approved as Part of the FY 2025 Rolling Stock Replacement Plan. This Purchase is being made through the State of Florida Term Contract #25101600-21-STC.

DATE OF MEETING: May 19, 2025

OVERVIEW/SUMMARY: As previously approved in the Flagler County FY25 Budget Rolling Stock Program, staff is requesting Board approval of the purchase through the State of Florida Term Contract #25101600-21-STC at a total cost of \$125,826.00, to replace a 12-yard Freightliner dump truck that has been disposed of due to excessive cost to repair.

STRATEGIC PLAN:

Focus Area: Growth & Infrastructure

- Goal 1 – Provide Quality Infrastructure and Assets

FUNDING INFORMATION: Funding in the amount of \$170,000 was included in the FY 2024-25 Adopted Budget within the Parks and Recreation division for the purchase of a Dump Truck.

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

RECOMMENDATIONS: Request the Board approve the Purchase of one Freightliner Dump truck, as listed and approved in the FY25 Budget.

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

1. Contract #25101600-21-STC

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

SUBJECT: Authorize Staff to Submit an Application for Staffing for Adequate Fire and Emergency Response (SAFER) Grant from the Federal Emergency Management Agency.

DATE OF MEETING: June 16, 2025

OVERVIEW/SUMMARY: The Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program was created to provide funding directly to fire departments and volunteer firefighter interest organizations to help increase or maintain the number of trained, "front line" firefighters available in their communities. The goal of SAFER is to enhance the local fire departments' abilities to comply with staffing, response, and operational standards established by the consensus standards (i.e., NFPA 1710: *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*).

The Notice of Funding Opportunity (NOFO) for this fiscal year indicates that FEMA is making available \$324 million to assist fire departments in increasing the number of firefighters to meet industry standards and attain 24-hour staffing and provide adequate emergency fire protection from fire and fire-related hazards.

The SAFER grant is a three-year grant and award notifications will not begin until August 18, 2025. The grant will cover salary and associated expenses for the three-year period. The grant will cover 75 percent of these costs (salaries and associated expenses) for years one and two of the grant period. In year three, the grant will cover 35 percent of these costs.

The intent in applying for this SAFER grant is driven by the fact that Flagler County Fire Rescue was required to reduce staffing on fire engines to place in service an additional transport (rescue/ambulance). The impact of this change resulted in the loss of three firefighters per shift (9 total) to keep this rescue in-service. The grant request will be to replace the positions on fire engines and improve FCFR's ability to achieve staffing and performance standards identified within NFPA 1710.

A total of fifteen (15) positions were submitted as a Decision Unit within the FY26 Budget. If awarded, this grant will reduce the amount of money needed to fund the Decision Unit in the first year, as well as in years two and three of their employment.

STRATEGIC PLAN:

- 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.

DEPARTMENT CONTACT: Michael Tucker, Fire Chief (386) 313-4255

FUNDING INFORMATION: If awarded, funding for the County's match (25 percent years one and two, 65 percent year 3) will come from general fund revenues.

Year 1: FEMA share = \$742,500, County share = \$247,500
Year 2: FEMA share = \$816,750, County share = \$272,250
Year 3: FEMA share = \$419,265, County share = \$778,635

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

Total: FEMA share = \$1,978,515, County share = \$1,298,135

RECOMMENDATIONS: Authorize staff to submit an application to FEMA for a Staffing for Adequate Fire and Emergency Response (SAFER) grant.

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

1. FEMA Fiscal Year 2024 SAFER Notice of Funding Opportunity
2. FEMA Fiscal Year 2024 SAFER Frequently Asked Questions
3. FEMA Fiscal Year 2024 SAFER Fact Sheet

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

SUBJECT: Consideration and Approval of the following Agreements: (1) Eleventh Amendment to the Construction Agreement 23-010B between Flagler County and Eastman Aggregate Enterprises, LLC for Reconstruction of the Northern County Dune Restoration Project in the Amount of \$5,062,670.00, (2) the First Amendment to the Professional Services Agreement 24-0050Q between Flagler County and Moffatt & Nichol for Construction Engineering and Inspection (CEI) Services in the Amount of \$369,975.00, (3) Project Agreement between Flagler County and Ocean Hammock Property Owners Association, and (4) Project Agreement between Flagler County and the Hammock Beach and Golf Resort.

DATE OF MEETING: June 16, 2025

OVERVIEW/SUMMARY: Due to the severe erosion of the dunes along the northern County coastline, an emergency dune restoration project is being constructed to restore approximately two miles of dune along the coastline between FDEP Range Monuments R-24.3 to R-35.1, or from the southern border of MalaCompra Park to Jungle Hut Park. The project is being funded by the Florida Department of Environmental Protection (FDEP) Standard Agreements 23FL2 and 23FL4 in the amount of \$4,500,000, and the MOU Agreement between Flagler County and Ocean Hammock Property Owners Association in the amount of \$500,000, and the Hammock Beach and Golf Resort in the amount of \$500,000.

Due to the emergent timeline to restore the dunes before the upcoming hurricane season, and considering that Eastman is currently under contract with the County, it is recommended that the Eleventh Amendment to the Construction Agreement 23-010B between Flagler County and Eastman Aggregate Enterprises, LLC be approved that amends the scope of work and cost for construction services associated with this project and adds \$5,062,670.00 and twelve weeks, or 84 additional calendar days, to the contract. The project will be constructed by truck-haul using compatible beach material from FDEP approved upland sand mines with an average fill density of approximately 6 cy/ft. Dune vegetation will also be included in the project. This emergency dune restoration project will be authorized under the active Emergency Final Order (EFO) from Hurricane Milton.

Additionally, considering the emergency nature of the project and that time is of the essence, and that Moffatt & Nichol is already working on the permitting and design for the Beach Management Plan Reach 3 beach nourishment project, it is recommended that an Amendment to the Moffatt & Nichol contract for \$369,975.00 be approved to amend the scope of work and fee for CEI services. The scope of work will include pre-construction services and project design, project monitoring, environmental services, and project documentation and closeout. All services will be on a Time & Materials basis. Details of the Scope of Work are described in the attachment "Exhibit A".

The project agreement for the Hammock Beach resort owners also includes the conveyance to the County of one acre adjoining the beach south of the 16th Road right of way. The one acre is due to the County fulfilling the resort's requirement to donate one acre as a condition of its 2015 development order allowing it to build new facilities. This conveyance would satisfy the action of the Board taken in 2015 and it is graphically shown on the exhibit to its agreement. The new

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

public beach property also is intended to increase public access and will aid in our quest to qualify this area for Army Corps funding.

The procurements of Eastman and Moffatt & Nichol have been deemed to be emergency procurements under our current emergency proclamation, our procurement code exception for emergencies and state emergency law. The same emergency procurement exception also applied to the Hammock Dunes HOA project approved by the Board per the County Attorney's memorandum for the May 5, 2025, meeting.

STRATEGIC PLAN:

Focus Area: Growth and Infrastructure

- Goal 2- Protect and Manage Natural Resources
 - Objective EV 2.1.1: Protect and renourish the dunes/beaches

FUNDING INFORMATION: The remaining balance in the FDEP Agreement 23FL4 will be used to fund \$1,333,098 and the remaining costs will be funded by FDEP Agreement 23FL2 and the \$1,000,000 split between the Ocean Hammock Property Owners Association and the Hammock Beach and Golf Resort in accordance with the Project Agreements between Flagler County and both private communities.

DEPARTMENT CONTACT: Hamid Tabassian, PE, DBIA, County Engineer (386) 313-4046
Ansley Wren-Key, Ph.D., Coastal Engineering Administrator

RECOMMENDATIONS: Request the Board approve (1) Eleventh Amendment to the Construction Agreement 23-010B with Eastman Aggregate Enterprises, LLC in the amount of \$5,062,670.00, and (2) the First Amendment to the Professional Services Agreement 24-0050Q between Flagler County and Moffatt & Nichol for \$369,975.00, and (3) the Project Agreement between Flagler County and Ocean Hammock Property Owners Association, and (4) the Project Agreement between Flagler County and the Hammock Beach and Golf Resort, and (5) approve the Unanticipated Revenue Resolution, and (6) Amend the CIP

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

1. Eleventh Amendment to Agreement 23-010B with Eastman Aggregate Enterprises, LLC
2. First Amendment to the Professional Services Agreement 24-0050Q between Flagler County and Moffatt & Nichol
3. Project Agreement between Flagler County and Ocean Hammock Property Owners Association
4. Project Agreement between Flagler County and Hammock Beach and Golf Resort
5. Unanticipated Revenue Resolution
6. Amended CIP

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

SUBJECT: Contract Consideration for 90-Day Interim County Attorney.

DATE OF MEETING: June 16, 2025

OVERVIEW/SUMMARY: At the May 28, 2025 Workshop, the Board directed Administration to continue pursuing applications for the position of County Attorney. With Mr. Hadeed's retirement scheduled for August 1, the Board by consensus determined Deputy County Attorney Sean Moylan should serve as an Interim County Attorney for a ninety-day period to provide additional time to solicit and receive applications before a final decision is made on the permanent position. The Board restated this direction at its regular meeting on June 2, 2025. Accordingly, staff has prepared a contract for the interim county attorney for the Board's consideration.

Highlights of the contract include:

- Appoints Sean Moylan as Interim County Attorney from August 1 – October 31, 2025. Provides for the automatic extension of the interim term until a permanent attorney is hired, at which time Mr. Moylan would return to his current position as Deputy County Attorney.
- Either party may terminate the interim contract with 30-days notice at which time Mr. Moylan would return to the position as Deputy County Attorney.
- Provides for a salary of \$175,000, plus membership in the Florida Bar and Florida Association of County Attorneys.
- Provides leave, retirement, and insurance benefits as with other senior level staff.

STRATEGIC PLAN:

Effective Government

EG 4.5: Develop succession plans within all county departments/divisions.

DEPARTMENT CONTACT: Charlie Picano, Human Resources Director (386) 313-4033

FUNDING INFORMATION: Funding for the County Attorney and Deputy Attorney positions have been included in the FY25 Adopted Budget. The current salary of the County Attorney position is \$324,522.

RECOMMENDATIONS: Request the Board Discuss and Take Action as Desired.

ATTACHMENTS: [Click this link to view attachment\(s\).](#)

- 1) Employment Agreement