



# Flagler County Board of County Commissioners Meeting Agenda

August 18, 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](http://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: 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  - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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 July 25, 2025](#)
  - 6b) **Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
    - 1) [July 14, 2025 Workshop](#)
    - 2) [July 14, 2025 Special Meeting](#)
    - 3) [July 14, 2025 Regular Meeting](#)
    - 4) [July 17, 2025 Workshop](#)
    - 5) [July 17, 2025 Special 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) **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 Board Certification of SHIP Fund Annual Report for 2022-2023:** Request the Board certify the 2022-2023 SHIP Fund Annual Report. *(Requested by Joseph Hegedus, Health & Human Services Director)*
- 7-d) Consideration of Approval of 1) Third Addendum to Contract No. 22-007Q with Schenkel & Schultz, Inc. for Design and Engineering Services for the Administration Fire Rescue Station 50 and Fire Rescue Station 51 in the Not to Exceed Amount of \$33,450.00, 2) Authorize the Chair to Execute the Addendum, 3) Authorize County Administrator Approval of any Related Design Contract Addenda within the Project Overall Budget:** Request the Board approve 1) Third Addendum to Contract No. 22-007Q with Schenkel & Schultz, Inc. for Design and Engineering Services for the Administration Fire Rescue Station 50 and Fire Rescue Station 51 in the Not to Exceed Amount of \$33,450.00, 2) Authorize the Chair to execute the Addendum, 3) Authorize County Administrator approval of any related design contract addendums within the project overall budget. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer and Richard Zion, PE, Assistant County Engineer)*
- 7-e) Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for All Care Medical Transport, LLC:** Request the Board approve renewal of a Certificate of Public Convenience and Necessity (COPCN) for All Care Medical Transport, LLC from August 18, 2025 to November 30, 2027. *(Requested by Chief Michael Tucker, Fire Rescue)*
- 7-f) Certificate of Public Convenience and Necessity (COPCN) for RG Ambulance Service, Inc., d/b/a Century Ambulance:** Request the Board approve the renewal of the Certificate of Public Convenience and Necessity (COPCN) for RG Ambulance Service, Inc., d/b/a Century Ambulance from September 14, 2025 through November 30, 2027. *(Requested by Chief Michael Tucker, Fire Rescue)*
- 7-g) 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, Public Lands and Natural Resources Manager)*
- 7-h) Consideration of Approval of the Updated Graham Swamp Conservation Area Management Plan:** Request the Board approve the Graham Swamp Conservation Area Management Plan and allow staff to request final approval from SJRWMD. *(Requested by Erick Revuelta, Public Lands and Natural Resources Manager)*
- 7-i) Consideration for Approval of Purchase and Sale Agreement with the Trustees of the Trust Known as the Folke H. Peterson Charitable Foundation for the Purchase of Parcels Comprising 3,819.15+/- Acres Utilizing State-Appropriated Florida Wildlife Corridor Funds:** Request the Board approve the Purchase and Sale Agreement with the Trustees of the Trust Known as the Folke H. Peterson Charitable Foundation subject to any adjustments to the Agreement made by the County Attorney for title purposes and for other terms, for the purchase of ten (10) parcels totaling 3,819.15+/- acres for a purchase price of \$6,110,400, with an adjustment of \$1,600 per acre if the surveyor determines that the property is larger or smaller than the stated 3,819.15 acres, using State-appropriated funds for the purchase of Florida Wildlife Corridor property and to otherwise approve the closing of the transaction upon satisfaction of all terms within the Purchase and Sale Agreement

and approved the Budget Transfer. (Requested by Erick Revuelta, Public Lands and Natural Resources Manager) Updated 08-12-2025

- 7-j) **Consideration of a Budget Transfer from the Capital to Grant Divisions within the Nexus Project:** Approve the budget transfer in the amount of \$215,048 within the Nexus project. (Requested by E. John Brower, Financial Services Director)
- 7-k) **Consideration of an Interfund Loan from the General Fund to the Bond-Capital Improvement Rev S2020 Fund 1215:** Approve an Interfund Loan in the amount of \$1,494,000 from the General Fund to Fund 1215. (Requested by E. John Brower, Financial Services Director)
- 7-l) **Consideration of Approval of the Standard Grant Agreement No. 26FL1 between the Florida Department of Environmental Protection (FDEP) and Flagler County Board of County Commissioners for the Flagler County Local Government Funding Request to Provide Additional Funding in the Amount of \$3,185,512.00 for the Flagler County Reach II Beach Nourishment Project:** Request the Board approve and authorize the Chair to execute the FDEP Standard Grant Agreement Number 26FL1 between Flagler County and the Florida Department of Environmental Protection for the Flagler County Local Government Funding Request and approve a cash advance from the General Fund not to exceed \$3,185,000. (Requested by Hamid Tabassian, P.E., County Engineer and Ansley Wren-Key, Ph.D. Coastal Engineering Administrator)
- 7-m) **Consideration of a Lease Agreement with the US Department of Interior Bureau of Ocean Energy Management (BOEM) and Flagler County for the Use of Sand in Offshore Borrow Area 3A for Beach Renourishment:** Approve the Lease Agreement between Flagler County and the Bureau of Ocean Energy Management to use offshore sand resources for the upcoming Reach II Beach Nourishment Project. (Requested by Hamid Tabassian, P.E., County Engineer and Ansley Wren-Key, Ph.D. Coastal Engineering Administrator)
- 7-n) **Amended and Restated Resolution Designating Flagler County Cultural Council, Inc. as the County's Local Arts Agency:** Adopt amended and restated resolution designating the Flagler County Cultural Council, Inc. as Flagler County's Local Arts Agency. (Requested by Amy Lukasik, Tourism Development Director)
- 7-o) **Ratification of a Contract Increase for Lease Agreement with Enterprise Fleet Management (EFM):** Request the Board ratify the increase of \$150,000 to the Enterprise FM contract #2022000472 for FY25 and approve the annual contract spend amount to \$600,000 for the remainder of the lease term. (Requested by Robert Rounds, Procurement and Contract Services Manager)
- 7-p) **Ratification of Interlocal Agreement with the City of Palm Coast Related to Airport Zoning:** Request the Board ratify the change to the Interlocal Agreement with the City of Palm Coast. (Requested by Adam Mengel, Growth Management Director)
- 7-q) **Consideration of the Cybersecurity Grant That Meets "Quality Fundamental Infrastructure" Initiatives and Award of the Request for Proposal (RFP):** Request the Board authorize library staff to submit the grant application to allow Flagler County to participate in the federal-funded approach to improve cybersecurity and authorize the County Administrator to sign the RFP contract. (Requested by Holly Albanese, Library Director and Matthew Rivera, CIO)

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

8-a) **Consideration of the Appointment of Seven (7) Members to the Airport Master Plan Updated Working Group:** Options for the Board – 1) Vote from current slate of applicants selecting a full or partial board; 2) Continue advertising and recruiting for applications for members with current professional preferences. *(Requested by Roy Sieger, Airport Director)*

8-b) **Adoption of a Resolution to Vacate a Portion of the Plat of Hammock Moorings North, a Subdivision in the R-1d (Urban Single-Family Residential) Zoning District – 3544 North Ocean Shore Boulevard; Parcel No. 15-11-31-3015-0000-0110; Owners/Petitioners: Curtis D. Hillegas and Lilia C. Hillegas, H&W:** The Board of County Commissioners may: Approve; Deny or Continue. *(Requested by Adam Mengel, Growth Management Director)*

8-c) **Adoption of a Resolution to Vacate a Portion of the Plat of Smokerise Subdivision Unit 4, Flagler County, Florida, a Subdivision in the R-1 (Rural Residential) Zoning District – 3493 Bareback Trail; Parcel No. 24-14-30-5535-0000-0110; Owner/Petitioner: Aaron J. Rounsavall:** The Board of County Commissioners may: Approve; Deny or Continue. *(Requested by Adam Mengel, Growth Management Director)*

8-d) **Beach Renourishment Maintenance Agreement and First Amendment to Perpetual Easement with Hammock Dunes Owners' Association, Inc.:** Approve the Beach Renourishment Maintenance Agreement and First Amendment to Perpetual Easement with Hammock Dunes Owners' Association and authorize the County Administrator to take actions necessary to implement the agreements. *(Requested by Ansley Wren-Key, Coastal Engineering Administrator and Sean Moylan, Deputy County Attorney)* **Updated 08-12-2025**

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.*
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9-a) **QUASI-JUDICIAL – Project No. 2025060005 – REQUEST FOR APPROVAL OF A PUD SITE DEVELOPMENT PLAN IN THE PUD (PLANNED UNIT DEVELOPMENT) DISTRICT – Request for Approval of a PUD Site Development Plan in the PUD (Planned Unit Development District for Westlake 6A, a 57-Unit Single-family Subdivision on Stirling Bridge Drive. Parcel Number: 10-13-31-0000-01010-0010; Parcel Size: 33.7+/- Acres. Owner/Applicant: Intervest at Plantation Bay/Richard Smith. (AR No. 5717):** The Board of County Commissioners may: Approve; Deny or Continue. *(Requested by Adam Mengel, Growth Management Director)*

- 9-b) **Ordinance Amending Tourism Development Plan to Temporarily Reallocate the Percentage Distribution of Tourism Development Tax from Capital Projects to Beach Renourishment:** Recommend approval and adoption of the Ordinance amending the Tourism Development Plan to temporarily reallocate revenue for capital projects to beach restoration and maintenance. *(Requested by Sean Moylan, Deputy County Attorney and Amy Lukasik, Tourism Development Director)*
- 9-c) **LEGISLATIVE – Adoption of an Ordinance Amending the Code of Ordinances Exempting Public, Semi-Public, and Special Uses from the County’s Noise Regulations:** Staff recommends that the Board of County Commissioners adopt the ordinance on first and final reading. *(Requested by Adam Mengel, Growth Management Director) Updated 08-12-2025*
- 9-d) **LEGISLATIVE – Adoption of an Ordinance Amending the Subdivision Regulations as Provided in the Flagler County Land Development Code to Provide for Plat Approval by an Administrative Authority as Required by Senate Bill No. 784:** Staff recommend that the Board of County Commissioners adopt the ordinance on first and final reading. *(Requested by Adam Mengel, Growth Management Director) Updated 08-12-2025*

**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:** August 18, 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:** [Use this link to view attachment\(s\)](#)

1. Proclamation Declaring a Local State of Emergency – August 11, 2025
2. Proclamation Declaring a Local State of Emergency – August 18, 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:** August 18, 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:** [Use this link to view attachment\(s\)](#)

1. Surplus List

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

**SUBJECT:** Consideration of Board Certification of SHIP Fund Annual Report for 2022-2023.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** Flagler County receives annual SHIP funding from the Florida Housing Finance Corporation (FHFC), supported by documentary stamp tax revenue. Each allocation must be fully expended within three years and documented in an Annual Report, which must be certified by the Board of County Commissioners prior to submission.

The current SHIP Annual Report covers funds received during State Fiscal Year 2022–2023 (July 1, 2022 – June 30, 2023). These funds were required to be fully expended by June 30, 2025. The report does not reflect spending *during* the fiscal year of receipt but rather documents how those funds were spent between award and the statutory deadline. Certification is required by September 15, 2025.

**Key Report Highlights (FY 2022–2023 Allocation):**

- 33 households were assisted with home repairs and purchase assistance
- The County exceeded all statutory targets, including:
  - 99.6% to construction/rehab (min. 75%)
  - 99.1% to homeownership (min. 65%)
  - 30.5% to very low-income households (min. 30%)
  - 32.3% to special needs households (min. 20%)
- SHIP funds generated strong return on investment, leveraging \$1.16M to \$3M value:
  - 1.8M from additional public and private sources
- Average cost per household by strategy:
  - Owner-Occupied Rehabilitation: \$71,087
  - Roof Replacement: \$19,192
  - Purchase Assistance: \$42,123
  - Disaster Assistance: \$6,130

**STRATEGIC PLAN:**

- Focus Area: Economic Vitality
  - Goal 4 - Explore Affordable, Workforce and Attainable Housing Options
    - Objective EV 4.5: Through the State Housing Initiatives Partnership (SHIP) program, provide incentives that enable and preserve affordable homeownership and multifamily housing.
      - Measure 4.5.1 Create and implement a process to ensure projects are identified and funds are allocated appropriately.

**FUNDING INFORMATION:** Not applicable as this is reporting for previously expended funds.

**DEPARTMENT CONTACT:** Joseph Hegedus, Health & Human Services Director  
(386) 586-2324

**RECOMMENDATIONS:** Request the Board certify the 2022-2023 SHIP Fund Annual Report.

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

1. 2022-2023 SHIP Fund Annual Report
2. Certification Form

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

**SUBJECT:** Consideration of Approval of 1) Third Addendum to Contract No. 22-007Q with Schenkel & Schultz, Inc. for Design and Engineering Services for the Administration Fire Rescue Station 50 and Fire Rescue Station 51 in the Not to Exceed Amount of \$33,450.00, 2) Authorize the Chair to Execute the Addendum, 3) Authorize County Administrator Approval of any Related Design Contract Addenda within the Project Overall Budget.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** At its regular meeting on August 1, 2022, the Board authorized staff to enter into agreement, Contract # 22-007Q with Schenkel & Schultz, Inc. for schematic design services for the Flagler County Fire Station Prototype in the amount of \$140,000.00.

On November 6, 2023, the Board approved Addendum 1 to Contract # 22-007Q with Schenkel & Shultz, Inc. for final design of Fire Station 51 and schematic design of Fire Station 50 in the total amount of \$665,544.00.

On July 15, 2024, the Board approved Addendum 2 to Contract # 22-007Q with Schenkel & Schultz, Inc. for additional regulatory services for Fire Station 51 and final design services for Fire Station 50 in the total amount of \$682,797.00.

A required environmental survey was completed at the Fire Station 50 site which identified the presence of at least 1 active Gopher Tortoise borrow that will require additional unanticipated permitting and mitigation scope and fees. Prior to the start of construction, the Gopher Tortoise(s) will need to be relocated. The costs associated with the third contract addendum for the removal of up to three (3) Gopher Tortoises is a Not to Exceed amount of \$33,450.00.

Staff are seeking Board approval for Addendum 3 to Contract # 22-007Q with Schenkel & Shultz, Inc. for additional regulatory services related to the presence of Gopher Tortoises at the Fire Station 50 site.

**FUNDING INFORMATION:** Fire Rescue Station 50 has a total budget of \$12,400,000 consisting of \$2,400,000 of local capital improvement funding budgeted in Fund 1311. A State Grant Funding Agreement (SFGA) in the amount of \$10,000,000 from state legislative appropriation funding is budgeted in Fund 1316.

**STRATEGIC 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.  
Measure GI 1.1.3: Coordinate with municipalities and FDOT to obtain grants to study traffic safety issues.
  - Objective GI 1.2: Expand and improve infrastructure to support commercial/ industrial and residential growth.  
Measure GI 1.2.2: Make surface transportation improvements.

**DEPARTMENT CONTACT:** Hamid Tabassian, PE, DBIA, County Engineer 386-313-4046  
Richard Zion, PE, Assistant County Engineer 386-313-4051

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

**RECOMMENDATION:** Request the Board approve 1) Third Addendum to Contract No. 22-007Q with Schenkel & Schultz, Inc. for Design and Engineering Services for the Administration Fire Rescue Station 50 and Fire Rescue Station 51 in the Not to Exceed Amount of \$33,450.00, 2) Authorize the Chair to execute the Addendum, 3) Authorize County Administrator approval of any related design contract addendums within the project overall budget.

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

1. Addendum Three to Contract 22-007Q for Architecture and Engineering Services for Fire Rescue Administration Station 50 and Fire Rescue Station 51.

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

**SUBJECT:** Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for All Care Medical Transport, LLC.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** As part of Florida Statutes Chapter 401 and Administrative Rule 64-J-2.032, the Board of County Commissioners must issue a Certificate of Public Convenience and Necessity (COPCN) for every agency that provides pre-hospital emergency medical service. All Care Medical Transport, LLC will provide emergency and non-emergency transport services to Advent Health Palm Coast in order to facilitate inter-facility transports between medical facilities under the authorizations provided in the COPCN approved by this Board.

Recently, All Care Medical Transport was sold to a new owner. As a result, the current COPCN must be reissued to new ownership. The previous COPCN issued to All Care Medical Transport, LLC was set for expire on November 30, 2025.. The renewal request was received by the Flagler County Emergency Medical Services Advisory Board (EMSAB) and was reviewed for approval at its August meeting. Staff find the interfacility transport service provided by All Care Medical Transport, LLC to be an essential part of the overall pre-hospital care in Flagler County. The recommendation of the EMSAB is to renew the COPCN for All Care Medical Transport, LLC beginning August 18, 2025, and ending November 30, 2027.

Flagler County Fire Rescue (FCFR) had been serving the residents of Flagler County since the late 1970's with pre-hospital emergency medical care and transport. During that time, FCFR provided interfacility transfer services to Advent Health as part of an informal agreement. Where transfers used to be close, many of today's transfers are up to 90 miles from Flagler County and can take up to 5 hours to perform. These types of transports removed an emergency response unit out of service for long periods of time. Calls for pre-hospital emergency medical care and transport within Flagler County, along with calls for transfer service from Advent Health, had increased to a point that required the County refocus on its core service of providing pre-hospital emergency medical care and transport. The COPCN for All Care Medical Transport, LLC to provide inter-facility transports between medical facilities helps to keep FCFR emergency units in the County and reduce mileage placed on the units.

**STRATEGIC PLAN:**

**Focus Area: Public Health and Safety**

- Goal 3 – Improve Public Safety Response and Service Delivery
  - Objectives PHS 3.4: Ensure adequate training, available resources, and current technology to effectively respond to, mitigate, and recover from any local, state, or national event.

**FUNDING INFORMATION:** N/A

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

**RECOMMENDATIONS:** Request the Board approve renewal of a Certificate of Public Convenience and Necessity (COPCN) for All Care Medical Transport, LLC from August 18, 2025 to November 30, 2027.

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

1. COPCN for All Care Medical Transport, LLC

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

**SUBJECT:** Certificate of Public Convenience and Necessity (COPCN) for RG Ambulance Service, Inc., d/b/a Century Ambulance.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW:** As part of Florida Statutes Chapter 401 and Administrative Rule 64-J-2.032, the Board of County Commissioners must issue a Certificate of Public Convenience and Necessity (COPCN) for every agency that provides pre-hospital emergency medical service. Since 2015, Century Ambulance has provided Emergency and Non- Emergency transport services to Advent Health to facilitate inter-facility transports between medical facilities under the authorizations provided in the COPCN approved by this Board. By law, the renewal is for two (2) years.

RG Ambulance Service, Inc., dba as Century Ambulance has requested renewal of the COPCN from a period of September 14, 2025 through November 30, 2027. The renewal request was received by the Flagler County Emergency Medical Services Advisory Board (EMSAB) and was reviewed for accuracy and completion of all required documentation. As a result, the EMSAB is recommending renewal of the COPCN as requested by Century Ambulance. Staff find the interfacility transport service provided to the hospital by Century Ambulance to be an essential part of the overall pre-hospital care in Flagler County.

Prior to the approval of the COPCN for Century Ambulance in 2015, Flagler County Fire Rescue (FCFR) had been serving the residents of Flagler County since the late 1970's with pre-hospital emergency medical care and transport. During that time, FCFR had been providing interfacility transfer services to Advent Health (formerly Flagler Hospital) as part of an informal agreement. Where transfers used to be close, many of today's transfers are up to 90 miles from Flagler County and can take up to 5 hours to perform. These types of transports removed an emergency response unit out of service for long periods of time. Calls for pre-hospital emergency medical care and transport within Flagler County, along with calls for transfer service from Advent Health (formerly Florida Hospital Flagler), had increased to a point that required the County refocus on its core service of providing pre-hospital emergency medical care and transport. The COPCN for Century Ambulance to provide inter-facility transports helps to keep FCFR emergency units in the County and reduce mileage placed on the units.

**STRATEGIC PLAN:**

- **Focus Area: Public Health and Safety**
  - Goal 3 – Improve Public Safety Response and Service Delivery
    - Objectives PHS 3.4: Ensure adequate training, available resources, and current technology to effectively respond to, mitigate, and recover from any local, state, or national event.

**FUNDING INFORMATION:** N/A

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

**RECOMMENDATIONS:** Request the Board approve the renewal of the Certificate of Public Convenience and Necessity (COPCN) for RG Ambulance Service, Inc., d/b/a Century Ambulance from September 14, 2025 through November 30, 2027

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

1. Renewal COPCN for Century Ambulance

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

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

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** On August 11, 2025, the Environmentally Sensitive Land Acquisition Committee (LAC) is scheduled to meet, to rank project applications and consider recommending projects to the Board of County Commissioners for acquisition. It is anticipated that a new project (JDI Marineland) will be approved and ranked by the LAC, a that the Johnston project will be moved to the 'B' list.

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 a new project (JDI Marineland). The LAC recommended moving the Johnston acquisition to 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**

FAM 300 (fee)	Lastinger (less-than-fee)
Cowart – Double C Ranch (less-than-fee)	Disston 132 (less-than-fee)
Cowart – Crescent Lake (less-than-fee)	Marineland 35 (fee)
Peterson (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)	Johnston (fee or less-than-fee)

**STRATEGIC PLAN:**

Focus Area: Growth & Infrastructure

- Goal 2: Protect & Manage Natural Resources
  - Objective GI 2.5: Explore opportunities to acquire conservation lands through the Environmentally Sensitive Lands (ESL) program.

**FUNDING INFORMATION:** N/A

**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.

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

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

1. Staff report for Marineland 35

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

**SUBJECT:** Consideration of Approval of the Updated Graham Swamp Conservation Area Management Plan.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** The Graham Swamp Conservation Area is a 3,184.82-acre tract of land located in eastern Flagler County. The site contains eight (8) natural communities including basin swamp, floodplain swamp, depression marsh, basin marsh, hydric hammock, as well as wet, mesic and scrubby flatwoods. Over 90 percent of the conservation area consists of wetlands. The Graham Swamp Conservation Area is home to at least four (4) state and federally protected wildlife species and numerous rare plants. The site offers a variety of recreational opportunities including hiking, biking, wildlife viewing and fishing. Recreational facilities include six (6) miles of mountain bike trails, as well as access to the Lehigh Trail and City of Palm Coast Graham Swamp Trail.

Most of the property was acquired by the St. Johns River Water Management District (SJRWMD) in 1995, and an additional 115-acres were added to the preserve through a mitigation donation. In 2014, SJRWMD donated the property to Flagler County. Following the donation, Flagler County granted a conservation easement to the SJRWMD to foster, preserve and protect the ecological, biological and hydrological integrity of the property (ORB 2010 PG 696).

As part of the long-term management of the site, Flagler County agreed to follow the management plan developed by SJRWMD in 2010. Management plans serve as the basic statement of policy and direction for the management of the conservation area and are revised or updated every 5 to 10 years. Flagler County Land Management and SJRWMD have worked collaboratively to update the management plan. The update did not result in any significant changes in land use or land management practices

Board approval of the updated management plan will allow SJRWMD staff to finalize approval of the management plan.

**STRATEGIC PLAN:**

Focus Area: Growth & Infrastructure

- Goal 2: Protect & Manage Natural Resources

**FUNDING INFORMATION:** The adopted plan will not result in any additional commitments that will require additional funding.

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

**RECOMMENDATION:** Request the Board approve the Graham Swamp Conservation Area Management Plan and allow staff to request final approval from SJRWMD

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

1. Draft Graham Swamp Conservation Area Management Plan.

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

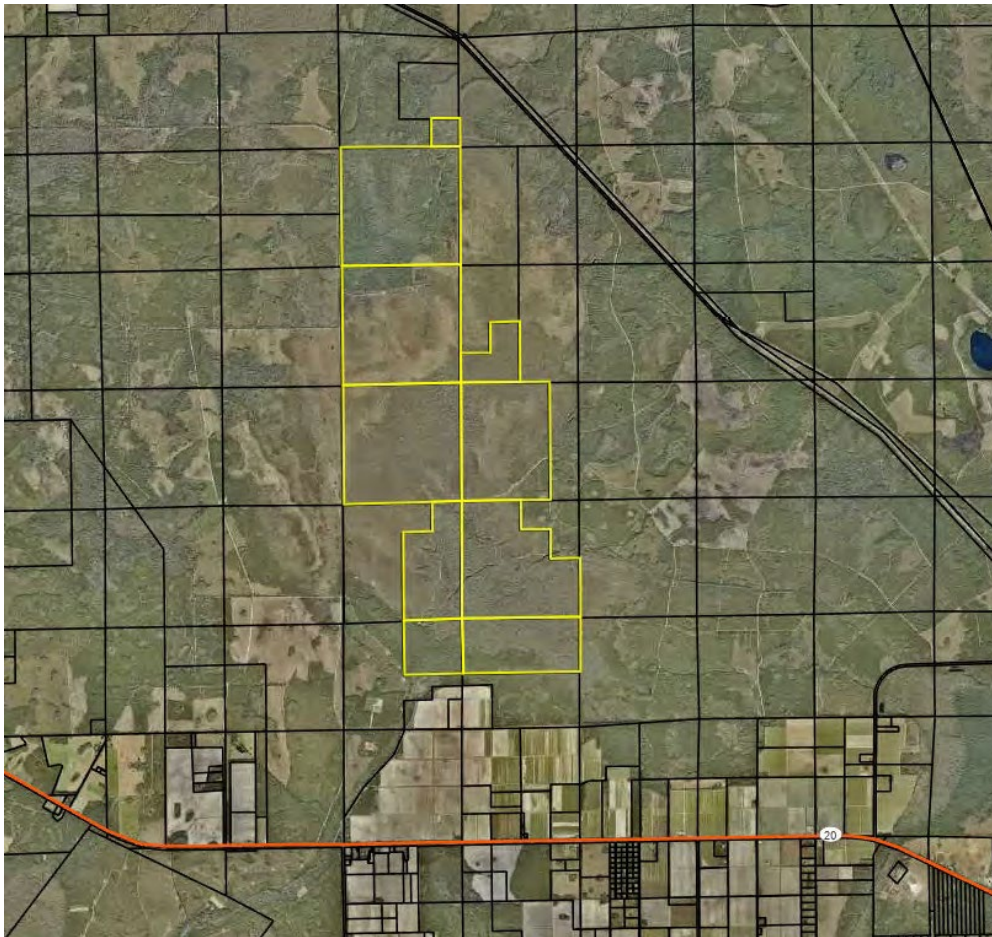
*Updated 08/12/2025*

**SUBJECT:** Consideration for Approval of Purchase and Sale Agreement with the Trustees of the Trust Known as the Folke H. Peterson Charitable Foundation for the Purchase of Parcels Comprising 3,819.15+/- Acres Utilizing State-Appropriated Florida Wildlife Corridor Funds.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** The Board has been requested to consider and approve a Purchase and Sale Agreement with the Trustees of the Trust Known as the Folke H. Peterson Charitable Foundation, subject to any adjustments in the Agreement for title purposes in advance of closing, for the purchase of the following ten (10) parcels:

06-11-29-0000-03030-0000	20-11-29-0000-01020-0000
07-11-29-0000-01010-0000	29-11-29-0000-01020-0000
17-11-29-0000-04030-0000	30-11-29-0000-02010-0000
18-11-29-0000-01010-0000	31-11-29-0000-02010-0000
19-11-29-0000-01010-0000	32-11-29-0000-01010-0000



This acquisition project is located within unincorporated Flagler County, is designated as Agriculture and Timberlands and Conservation Future Land Uses, and is zoned AC (Agriculture). The Land Acquisition Committee (LAC) previously designated this project as a Priority A acquisition, which with its anticipated valuation exceeding \$500,000

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

*Updated 08/12/2025*

prompted the County to order two appraisals. The two appraisals are less than six months apart and both considered two issues addressed in the Purchase and Sale Agreement: (1) the lack of legal access to the property and (2) an existing Oil, Gas and Mineral Rights Reservation that runs with the property until 2049. The owner has agreed to the County's purchase at \$6,110,400, with an adjustment of \$1,600 per acre if the surveyor determines that the property is larger or smaller than the stated 3,819.15 acres.

The attached Purchase and Sale Agreement reflects this purchase price and provides for up to one hundred and eighty (180) days to complete the closing. This will allow us additional time to secure both temporary and permanent access to the property while also having it surveyed to meet the State's requirements. The Agreement does allow for an earlier closing or an extension of the closing date based on the agreement of the parties should more or less time be needed. It also allows the County to terminate the Agreement if, in its sole discretion, the County is unable to obtain reasonable access to the property at a reasonable cost.

It should also be noted that the Purchase and Sale Agreement was revised at the sellers' request to limit the effect of the representations and warranties made in the Agreement to six (6) months post-closing. This will foreclose any claims against the seller for items discovered outside of those 6 months. The request is being made because the sellers have been holding the property in their capacity as trustees since 1995, and they will not be able to know if the funds can be disbursed with certainty of no claims until after the 6 months have expired.

If purchased, this acquisition will be maintained by the County as conservation land.

The Land Acquisition Staff Report prepared by staff is enclosed with these materials. The LAC is scheduled to review the proposed acquisition at its Monday, August 11, 2025, meeting. The recommendation of the committee from that meeting will be reported at the Board's workshop on Monday, August 18, 2025.

**FUNDING INFORMATION:** It is anticipated that \$6,110,400 of the funding will come from the State appropriation relative to properties within the Florida Wildlife Corridor, with incidental funding costs such as title and survey work being appropriated from Environmentally Sensitive Lands Program Fund 1119 reserves **in the amount of \$100,000 with approval of the Budget Transfer.** ~~upon approval of a separate budget transfer once these costs are known.~~

**STRATEGIC PLAN:**

Focus Area: Growth and Infrastructure

- Goal 2 – Protect and Manage Natural Resources
- Goal 3 – Preserve & Enhance Cultural, Recreational & Leisure Activities

**DEPARTMENT CONTACT:** Erick Revuelta, Public Lands and Natural Resources Manager, 386-313-4446

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

*Updated 08/12/2025*

**RECOMMENDATION:** Request the Board approve the Purchase and Sale Agreement with the Trustees of the Trust Known as the Folke H. Peterson Charitable Foundation subject to any adjustments to the Agreement made by the County Attorney for title purposes and for other terms, for the purchase of ten (10) parcels totaling 3,819.15+/- acres for a purchase price of \$6,110,400, with an adjustment of \$1,600 per acre if the surveyor determines that the property is larger or smaller than the stated 3,819.15 acres, using State-appropriated funds for the purchase of Florida Wildlife Corridor property and to otherwise approve the closing of the transaction upon satisfaction of all terms within the Purchase and Sale Agreement **and approved the Budget Transfer.**

**ATTACHMENT:** [Click this link to view the attachments listed below](#)

1. Purchase and Sale Agreement
2. Environmentally Sensitive Lands Staff Report
3. **Budget Transfer**

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

**SUBJECT:** Consideration of a Budget Transfer from the Capital to Grant Divisions within the Nexus Project.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** E-Rate is the commonly used name for the Schools and Libraries Program of the Universal Service Fund, which is administered by the Universal Service Administrative Company (USAC) under the direction of the Federal Communications Commission (FCC). The program provides a budget over a five-year period to all schools and libraries in the system to assist with the cost of related equipment and services. On March 17, 2025, the Board awarded a request for proposal (RFP) with Netsync Network Solutions Inc.

The funding for e-rate and other IT related items for the Nexus Center were included within the Nexus building project. No additional funding is needed. The account number and project strings must be changed for proper accounting. Funding is being shifted from the building line to the appropriate IT lines within both the local and grant departments.

**STRATEGIC PLAN:**

Focus Area: Effective Government

- Goal 1 – Maintain Financial Stability

**FUNDING INFORMATION:** No additional funding is needed. \$215,048 is included within the Nexus project budget. Budget will be moved from the capital building line to the appropriate IT lines upon approval of the budget transfer.

**DEPARTMENT CONTACT:** E. John Brower, Financial Services Director (386) 313-4036

**RECOMMENDATIONS:** Approve the budget transfer in the amount of \$215,048 within the Nexus project.

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

1. Budget Transfer

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

**SUBJECT:** Consideration of an Interfund Loan from the General Fund to the Bond-Capital Improvement Rev S2020 Fund 1215.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** Annually there are two debt service payments that are due for the new FCSO Operations Center, one on October 1<sup>st</sup> and the other on April 1<sup>st</sup>. The annual principal payment is due on October 1<sup>st</sup> of year. Due to the timing of when the debt service payment is due and the availability of funds at the beginning of the Fiscal Year, staff is seeking approval of a cash advance in the amount of \$1,494,000 for cash-flow purposes from the General Fund Reserves to Fund 1215. This advance is necessary to make the October 1<sup>st</sup> debt service payment. The FY 2025-26 Budget includes an interfund transfer of \$1,535,535 for this purpose, however, due to the timing of the payment the funds need to be advanced in September to make the payment on October 1<sup>st</sup>. After the normal budget process of transferring the \$1,535,535 is made in FY 2025-26, the cash advance will be repaid to the General Fund.

**STRATEGIC PLAN:**

Focus Area: Effective Government

- Goal 1 – Maintain Financial Stability

**FUNDING INFORMATION:** Staff are requesting an interfund loan in the amount of \$1,494,000 to cover the debt service payment due on October 1<sup>st</sup>, with the understanding that it will be repaid following the start of the normal budget process in FY2025-26.

**DEPARTMENT CONTACT:** E. John Brower, Financial Services Director (386) 313-4036

**RECOMMENDATIONS:** Approve an Interfund Loan in the amount of \$1,494,000 from the General Fund to Fund 1215.

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

1. General Fund Reserve Worksheet

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
CONSENT / AGENDA ITEM # 71**

**SUBJECT:** Consideration of Approval of the Standard Grant Agreement No. 26FL1 between the Florida Department of Environmental Protection (FDEP) and Flagler County Board of County Commissioners for the Flagler County Local Government Funding Request to Provide Additional Funding in the Amount of \$3,185,512.00 for the Flagler County Reach II Beach Nourishment Project.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** The FDEP Standard Grant Agreement 26FL1 provides cost-sharing to local funds in the amount of \$3,964,907.75 that have been or will be spent on design, permitting and construction of the Flagler County Reach II Beach Nourishment project and monitoring of the Reach I project. Due to gaps in public access within the “Reach II” project limits, the state cost-sharing percentage has been calculated by FDEP to be 45% of local funds, resulting in the amount of \$3,185,512.00. This large-scale beach nourishment project will be constructed between 1900 feet north of Varn Park (R-46) to N. 7<sup>th</sup> Street (R-77) and will tie into the US Army Corps of Engineers non-federal northern taper recently completed beach nourishment project. The additional funds were awarded through FDEP’s Beach Management Funding Assistance (BMFA) grant program. The BMFA grant program receives approximately \$50M in state funding annually to provide matching funds to local governments for the design and construction of beach nourishment projects, inlet management projects, and post-construction monitoring within designated “critically eroded” shorelines within the state by using a ranking system with specific criteria and guidelines. The Local Government Funding Request (LGFR) grant application from Flagler County ranked high enough to receive funding for fiscal year FY26.

**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:** Grant funding will be included in the FY 2025-26 Adopted Budget. Staff are requesting a cash advance not exceed \$3,185,000 from the General Fund as this is a reimbursement based on grant.

**DEPARTMENT CONTACT:**

Hamid Tabassian, P.E., County Engineer (386) 313- 4046

Ansley Wren-Key, Ph.D. Coastal Engineering Administrator (386) 313-4112

**RECOMMENDATIONS:** Request the Board approve and authorize the Chair to execute the FDEP Standard Grant Agreement Number 26FL1 between Flagler County and the Florida Department of Environmental Protection for the Flagler County Local Government Funding Request and approve a cash advance from the General Fund not to exceed \$3,185,000.

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

1. FDEP Agreement 26FL1
2. Resolution to Approve the FDEP Agreement
3. General Fund Reserve Spreadsheet

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

**SUBJECT:** Consideration of a Lease Agreement with the US Department of Interior Bureau of Ocean Energy Management (BOEM) and Flagler County for the Use of Sand in Offshore Borrow Area 3A for Beach Renourishment.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** Flagler County has previously executed lease agreements with the BOEM for the authorized use of offshore sand within a defined area for the purposes of beach renourishment. The initial BOEM agreements applied to Federal and Non-Federal project limits independently, which then became the “Modified Federal Project” that the USACE constructed in 2024 in the City of Flagler Beach. This new BOEM Agreement pertains to the project limits of the upcoming “Flagler County Beach Nourishment Project – Reach II” which will begin 1900 feet north of Varn Park, at FDEP monument R-46, and will extend along the coast for 5.5 miles to R-77 and tie into the northern taper of the previously constructed USACE Coastal Storm Risk Management Project. This project is being constructed by dredge operations and a new lease agreement is required that outlines the regulations for the using the offshore sand resources within the approved borrow area, Borrow Area 3A, and which has been designed for the specific purpose for this particular dredge project. The BOEM Lease Agreement is the last step of regulatory action that is required to get the US Army Corps of Engineers Joint Coastal Permit for the project.

**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:** N/A

**DEPARTMENT CONTACT:**

Hamid Tabassian, P.E., Asst. County Engineer (386) 313-4046,  
Ansley Wren-Key, Coastal Engineering Administrator, (386)313-4112

**RECOMMENDATION:** Approve the Lease Agreement between Flagler County and the Bureau of Ocean Energy Management to use offshore sand resources for the upcoming Reach II Beach Nourishment Project.

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

1. BOEM Agreement

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

**SUBJECT:** Amended and Restated Resolution Designating Flagler County Cultural Council, Inc. as the County's Local Arts Agency

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** In October 2022, the County Commission adopted Resolution 2022-67, designating the Flagler County Cultural Council, Inc. ("FC3") as the County's local arts agency. The resolution references the authority of counties to create fine arts councils pursuant to Section 265.32, Fla. Stat. However, the County Commission did not *create* FC3. Rather, the County Commission *designated* FC3, a private non-profit corporation, as the County's local arts agency or "LAA" for short. This has led to some confusion as to the status of FC3 as a private entity.

Subsequent to its designation as the local arts agency, FC3 entered into a promotional services contract with the County to help implement the Tourist Development Strategic Plan. FC3 also contracts with the City of Palm Coast to compile and rank grant applications. And finally, FC3 conducts other purely private initiatives to support the arts such as the Turtle Trail and scholarships to local students.

The purpose of a local arts agency, as stated in the resolution, includes expanding cultural tourism; fostering more efficient use of resources to support the arts; and raising awareness and appreciation of arts and history. The resolution on this agenda restates the original resolution but removes the confusing reference to the statutory authority, which is not applicable.

**STRATEGIC PLAN:** Economic Vitality, Goal 1, "Diversify and enhance the tax base to improve the local economy", Objective EV-1.2, "Identify and prioritize specific objectives in the current Tourist Development Strategic Plan that are tied to the local economy.

**DEPARTMENT CONTACT:** Amy Lukasik, Tourism Development Director

**FUNDING INFORMATION:** N/A

**RECOMMENDATIONS:** Adopt amended and restated resolution designating the Flagler County Cultural Council, Inc. as Flagler County's Local Arts Agency

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

- 1.) Amended and Restated Resolution
- 2.) Resolution 2022-67

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

**SUBJECT:** Ratification of a Contract Increase for Lease Agreement with Enterprise Fleet Management (EFM).

**DATE OF THE MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** Staff are seeking Board approval of a change order to increase the Enterprise Fleet Management contract by \$150,000 to cover the remainder of FY2025 spend and approve the annual increase to \$600,000 for the remainder of the lease term. The initial contract in FY23 was for 40 vehicles, but it has increased to include 66 vehicles (12 vehicles in FY24, and 14 vehicles in FY25).

Transitioning to a vehicle lease program in lieu of directly purchasing vehicles has resulted in notable operational and financial efficiencies for our organization. This approach has significantly improved the timeliness of vehicle acquisition, reduced both repair and fuel costs, and most recently contributed to the elimination of three staff positions related to fleet management. Collectively, these changes have enhanced our overall efficiency while delivering measurable cost savings to the County

**STRATEGIC PLAN:**

- **Focus Area:** Effective Government
  - **Goal** - Maintain Financial Stability

**DEPARTMENT CONTACT:** Robert Rounds, Procurement and Contract Services Manager  
(386) 313-4097

**FUNDING INFORMATION:** Funding for the contract increase is available within the FY 2024-25 and FY 2025-26 operating budgets of each fund and/or division that is affected.

**RECOMMENDATIONS:** Request the Board ratify the increase of \$150,000 to the Enterprise FM contract #2022000472 for FY25 and approve the annual contract spend amount to \$600,000 for the remainder of the lease term.

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

1. Change Order

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

**SUBJECT:** Ratification of Interlocal Agreement with the City of Palm Coast Related to Airport Zoning.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** On August 4, 2025, the Board of County Commissioners approved interlocal agreements to provide for cooperation between the County and the municipalities in administering and enforcing the airport protection zoning regulations. At its meeting on August 5, 2025, the City of Palm Coast City Council unanimously requested the following changes to Section 3.b.i. pertaining to the County (added text in underline format, deletions in strikethrough format):

“The County shall provide notice to the City, pursuant to Section 4, of this Agreement of any amendments to the Airport Zoning Regulations or any development project on airport property that would result in a change to how the Airport Zoning Regulations are applied such as, but not limited to, the extension of a runway or construction of building. The City shall be able to provide review comments on potential Airport Zoning Regulation amendments or developments that would either expand any 14 CFR 77 imaginary surface or expand any noise contours further into the incorporated city limits, or development which increases the noise generated by airport operations beyond the established Airport Master Plan.”

The requested modification clarifies the intent of the parties, expressly stating that the County will invite comments from the City regarding any development triggering an expansion of noise contours established in the Airport Master Plan. In addition, the City Council sought the amendment of the Airport Zoning Ordinance to apply retroactively to 2016. For various reasons outlined by respective legal counsel, the Ordinance cannot be amended to apply retroactively.

**STRATEGIC PLAN:**

Objective EG 2.1: Create a culture of collaboration with municipalities and community partners.  
Objective EG 2.3: Establish compatible policies, procedures, and other means to operate across county and municipal boundaries.

**FUNDING INFORMATION:** N/A

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

**RECOMMENDATION:** Request the Board ratify the change to the Interlocal Agreement with the City of Palm Coast.

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

1. Interlocal Agreement with City of Palm Coast for Airport Protection Zoning Regulations

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

**SUBJECT:** Consideration of the Cybersecurity Grant That Meets “Quality Fundamental Infrastructure” Initiatives and Award of the Request for Proposal (RFP)

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** This is a three-year Pilot Program, administered by the Universal Service Administrative Company (USAC) under the oversight of the FCC. They are providing up to \$200 million in universal service support to eligible schools and libraries to defray the costs of eligible cybersecurity services and equipment.

The Flagler County Public Library has been approved by USAC and is eligible for up to \$90,000 in equipment and services. The library is qualified for and will seek reimbursement of up to 85% of the total cost of a wide variety of cybersecurity services and equipment that will be used by the library. This funding will assist Flagler County in meeting critical infrastructure needs. The rollout of capabilities will follow Fall / Winter this year.

**STRATEGIC PLAN:**

**Focus Area:** Growth & Infrastructure

- **Goal 1:** Provide Quality Fundamental Infrastructure
  - **Objective GI-1.3:** Identify and deploy necessary hardware and software hardening solutions.

**FUNDING INFORMATION:** This cybersecurity grant is a reimbursement-based grant requiring the county to provide the funding initially and once equipment and services have been secured and paid, staff will request reimbursement of 85% of the cost from USAC. This grant funding will improve the organization's cybersecurity posture. Funding for this grant will be included in the Adopted FY 2025-26 Budget. Any local match requirements will be paid from FY 2025-26 operating budgets of IT and the Library.

**DEPARTMENT CONTACTS:** Holly Albanese, Library Director  
Matthew Rivera, CIO

**RECOMMENDATION:** Request the Board authorize library staff to submit the grant application to allow Flagler County to participate in the federal-funded approach to improve cybersecurity and authorize the County Administrator to sign the RFP contract.

**ATTACHMENTS:** *(Linked Below)*

1. [Pilot Program Overview](#)
2. [Pilot Program FAQs](#)
3. [Eligible Services and Equipment](#)
4. [Cybersecurity Resource Recommendations](#)
5. [July 23, 2024 Pilot Program Overview Webinar Presentation Slides](#)

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

**SUBJECT:** Consideration of the Appointment of Seven (7) Members to the Airport Master Plan Updated Working Group.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** The Flagler County Board of County Commissioners approved the formation of the **Airport Master Plan Update Working Group**, through adoption of Resolution 2025-11 in February 2025, as it supports the County’s Strategic Plan for Economic Vitality – specifically Goal 1 “Diversify & Enhance the Tax Base to Improve the Local Economy” and Goal 2 “Develop Competitive Advantages for New & Existing Businesses.” The Airport Master Plan Working Group is an advisory board of the County Commission and will be subject to the Sunshine Law. However, like other advisory boards, final decision-making authority with respect to the Master Plan remains with the County Commission. Under the Board’s resolution, the Working Group will consist of seven members with expertise in any of the following areas: aviation, business and economic development, urban or regional planning, infrastructure and growth management, and commercial real estate.

The Airport Master Plan is a blueprint for the long-term development of the Airport. The plan will include layout of current and future development, infrastructure needs, operations forecast and updated noise contours.. The FAA, FDOT and the Airport Enterprise fund will provide the funding for this project, totaling \$696,880.

Staff solicited applications for the Working Group based on the criteria in the Board’s resolution. In addition to issuing a press release through the county’s standard distribution channels, staff created a dedicated print advertisement in the July 17, 2025, edition of the *Palm Coast Observer* to broaden community awareness. A coordinated social media campaign followed, with posts shared across all platforms — Facebook, Instagram, X (formerly Twitter), and LinkedIn — to ensure comprehensive outreach and maximize engagement with residents and stakeholders.

A total of eleven (11) applications have been received to serve on the Airport Master Plan Updated Working Group. The applicants are listed below in the order their applications were received.

	Aviation Professionals	Business and Economic Developers	Urban or Regional Planners	Infrastructure and Growth Managers	Commercial Real Estate Agents	Other
Richard Klumpp	X			X		X
Coleen Conklin	X			X		X
Donald Turlington	X	X				
Richard Mielbye		X				
Bruce Parker	X					
Charles Rowsell	X	X		X		
Ray Ricchi	X	X				
Ric Lehman	X	X				
Jennifer VanIngen	X					
Bill Lyon	X		X			
Mark Ascik*	X				X	

\*Not a Flagler County Resident

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

**STRATEGIC PLAN:**

Economic Vitality:

Goal 1 – Diversify & Enhance the Tax Base

Goal 2 – Develop Competitive Advantages for New & Existing Businesses

**FUNDING INFORMATION:** The BoCC has previously accepted an FAA Grant Offer and an FDOT Public Transportation Grant Agreement for this project. The FAA will fund a total of \$662,036, the FDOT PTGA will fund \$27,755 and the Airport Enterprise will fund a total of \$7,089.

**DEPARTMENT CONTACT:** Roy Sieger, Airport Director

**OPTIONS FOR THE BOARD:**

1. Vote from current slate of applicants selecting a full or partial board;
2. Continue advertising and recruiting for applications for members with current professional preferences;

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

1. Resolution 2025-11 Establishing the AMP Working Group
2. Social Media Solicitation
3. Application – Richard Klumpp
4. Application – Coleen Conklin
5. Application – Donald Turlington
6. Application – Richard Mielbye
7. Application – Bruce Parker
8. Application – Charles Rowsell
9. Application – Ray Ricchi
10. Application – Ric Lehman
11. Application – Jennifer VanInegen
12. Application – Bill Lyon
13. Application – Mark Ascik

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

**SUBJECT:** Adoption of a Resolution to Vacate a Portion of the Plat of Hammock Moorings North, a Subdivision in the R-1d (Urban Single-Family Residential) Zoning District – 3544 North Ocean Shore Boulevard; Parcel No. 15-11-31-3015-00000-0110; Owners/Petitioners: Curtis D. Hillegas and Lilia C. Hillegas, H&W.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** The County has received a Petition to Vacate a portion of the Hammock Moorings North subdivision plat, recorded at Plat Book 33, Page 77, Public Records of Flagler County, Florida. The portion of the plat to be vacated lies entirely within and is part of Parcel No. 15-11-31-3015-00000-0110, and is depicted on the plat as a 15-foot-wide drainage easement along the North (right) side lot line of each lot. The Property Appraiser's aerial depicts the parcel lines in light blue, with the approximate limits to be vacated highlighted in red below:



Other than depicting the drainage easement within each lot, the plat does not particularly describe any maintenance responsibility. The Hammock Mooring North subdivision included a Plat Addendum – recorded at Official Records Book 863, Page 391, Public

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

Records of Flagler County, Florida – which provided that the HOA would be responsible for maintenance of easements within the limits of the Plat:

“Maintenance of the bulkhead and common areas (areas within the access, drainage, utility and landscape easement), including repair and replacement of all roads, structures, plat [*sic*] materials, drainage swales, water booster pump and appurtenances (See Exhibit ‘B’ – maintenance procedures), pipes etc. located thereon shall be performed by the Hammock Moorings North Homeowners Association, a Florida Corporation.”

The Plat Addendum additionally set the minimum side yard setbacks for interior lots (Lot 11 is an interior lot) at 0 and 15 feet, with the 0 side to the South (left) side and the 15-foot side to the North (right) side of each of the interior lots and corresponding to the 15-foot drainage easement. Through the owners’ construction of their single-family residence on Lot 11 under Building Permit No. 2024050109, the final survey depicted the encroachment of the side of the structure into the drainage easement. Since both the minimum side setback and the drainage easement coincide, there was no room for error, yet an error occurred. The structure has been constructed to a 14.72-foot setback, encroaching 0.28 feet into the drainage easement at the structure’s Northeast corner, and constructed to a 14.494-foot setback, encroaching 0.506 feet into the drainage easement, at its Northwest corner, all for a total encroachment area of 20.93 square feet.

If approved by the Board, this partial plat vacation would leave the remainder of the drainage easement intact, and its function would not be hindered by the partial plat vacation.

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:

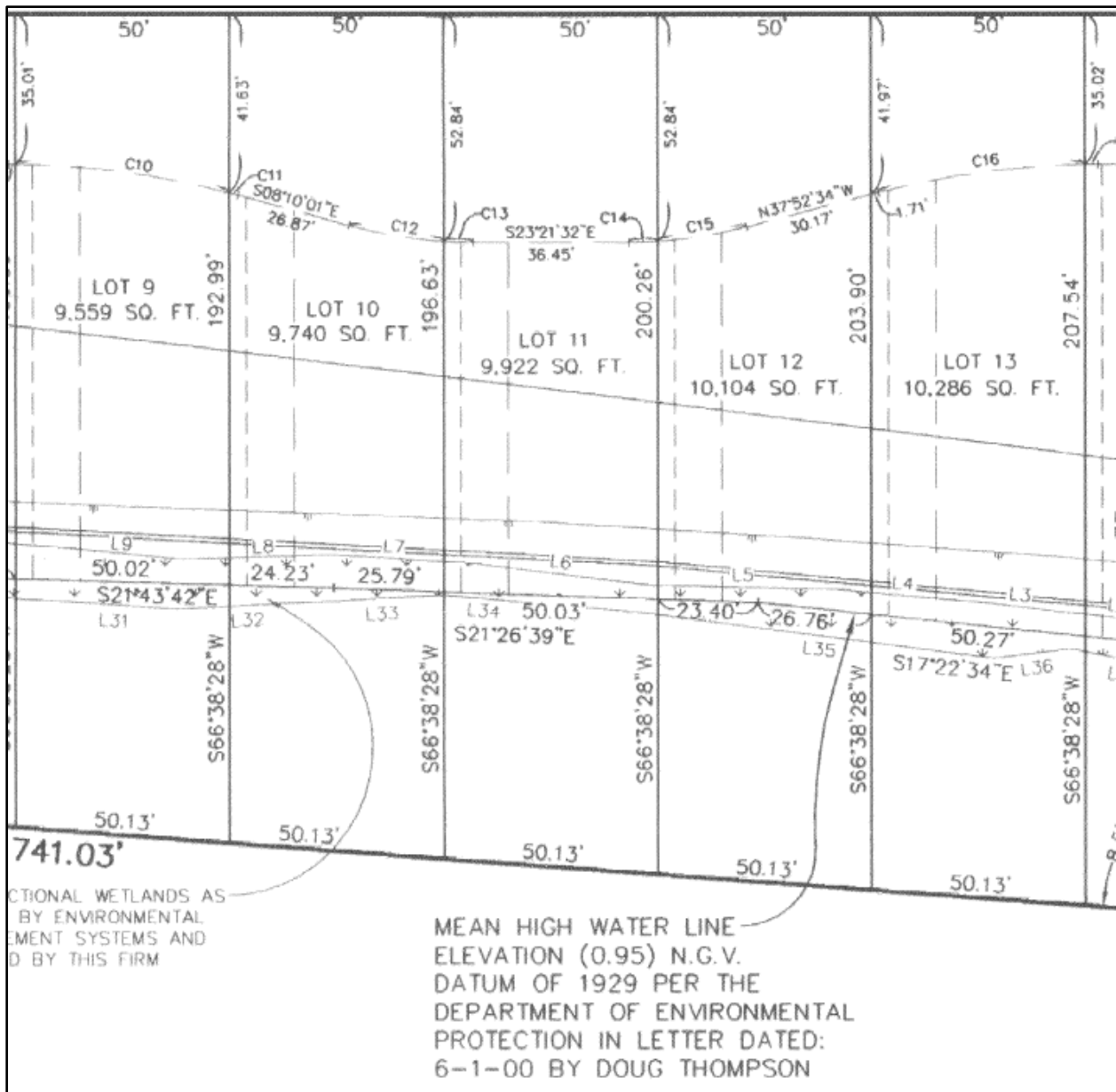
“The owner(s) of any land within an existing approved plat may request BOCC approval to vacate that portion of the plat which is owned by the applicant(s). If the existing plat includes a plat agreement/amendment, a portion of the original plat cannot be vacated without the consent of all

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GENERAL BUSINESS / AGENDA ITEM #8b**

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).

This partial plat vacation is limited to the portion of the drainage easement that is impacted by the structure’s encroachment. No parcel access is affected by this partial plat vacation.

The plat for Hammock Moorings North – as recorded at Plat Book 33, Page 77, Public Records of Flagler County, Florida – is depicted (in part) as:



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All taxes due on the subject parcel have been paid in full (Paid 1/30/2025; Receipt No. 0000033). Since the easement to be vacated is a drainage easement (and not a utility easement), both the Hammock Moorings North HOA and the St. Johns River Water Management District have consented to the partial plat vacation.

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 of local resources.

**FUNDING INFORMATION:** No County funds are associated with this agenda item. No financial impact will result from this vacation request.

**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 portion of Hammock Moorings North subdivision plat as recorded in Plat Book 33, Page 77, 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 petitioner or for staff to provide additional information to the Board.

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

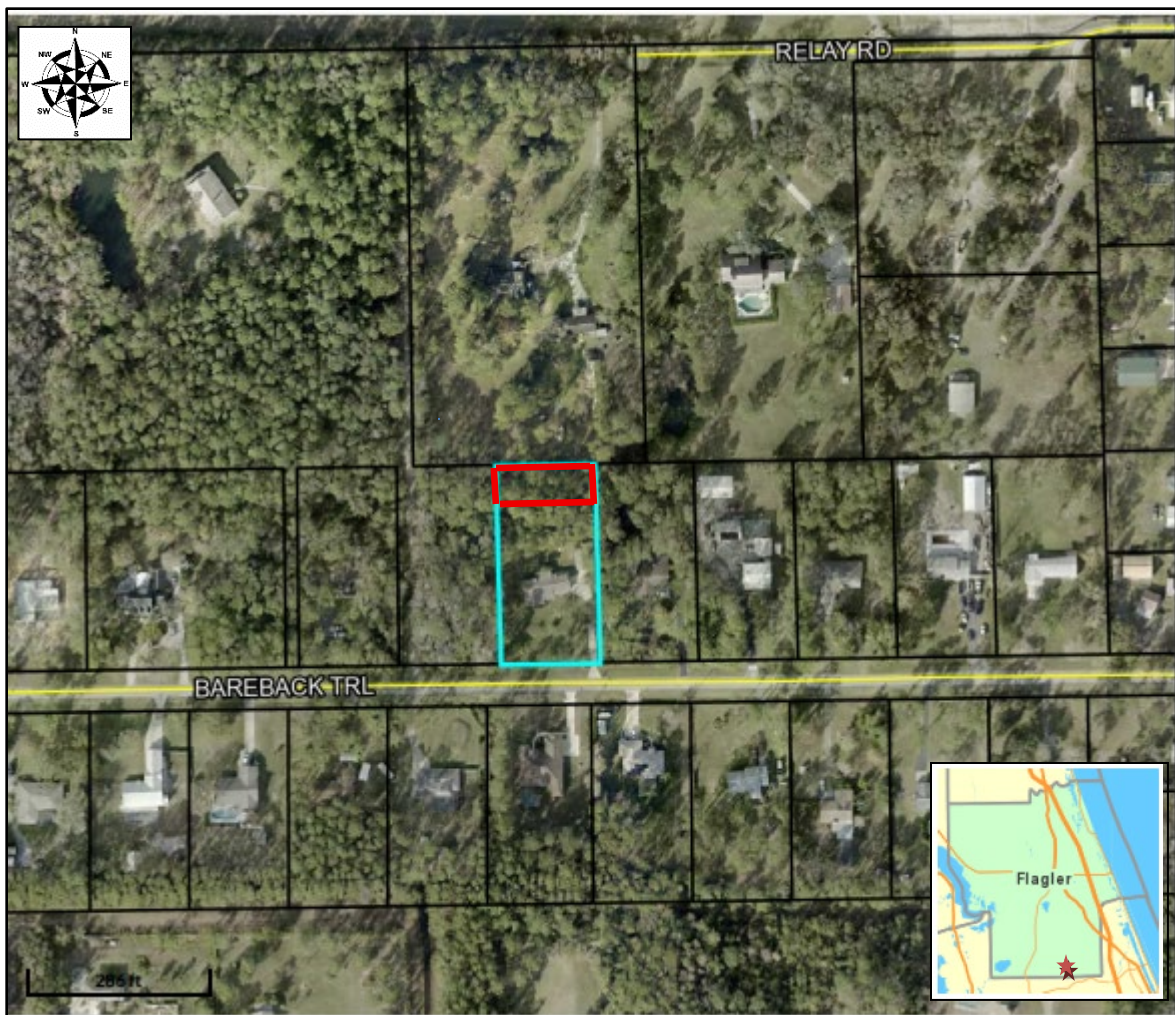
1. Resolution
2. Petition to Vacate and related documents, including consent letters from the Hammock Moorings North HOA and the St. Johns River Water Management District
3. Public Notice

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

**SUBJECT:** Adoption of a Resolution to Vacate a Portion of the Plat of Smokerise Subdivision Unit 4, Flagler County, Florida, a Subdivision in the R-1 (Rural Residential) Zoning District – 3493 Bareback Trail; Parcel No. 24-14-30-5535-00000-0110; Owner/Petitioner: Aaron J. Rounsavall.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** The County has received a Petition to Vacate a portion of the Smokerise Subdivision Unit 4, Flagler County, Florida subdivision plat, recorded at Plat Book 26, Page 38, Public Records of Flagler County, Florida. The portion of the plat and road to be vacated lies entirely within and is part of Parcel No. 24-14-30-5535-00000-0110 and is described in plat's notes as a strip of land 40 feet wide at the rear of each lot. The Property Appraiser's aerial depicts the parcel lines in light blue, with the approximate limits to be vacated highlighted in red below:



Specifically (and in its entirety), the note states:

“Unless otherwise indicated, a strip of land 40 feet wide at the rear of each lot, a strip of land 10 feet wide at front of each lot and a strip of land 6 feet wide at the

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

sides of each lot are hereby dedicated to the perpetual use of the public, for the installation and maintenance of roads, public utilities and drainage facilities, with the following exceptions; side lot lines lying adjacent to streets shall contain no easements, and where more than one (1) lot is intended as a building site; or where parts of one or more lots are intended as a building site, the outside boundaries of said building site shall carry said side easements.”

If approved by the Board, this partial plat vacation would leave the front and side strips in place: only the rear 40-foot strip of land and its dedication for its use for roads, public utilities and drainage facilities would be vacated through this action.

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:

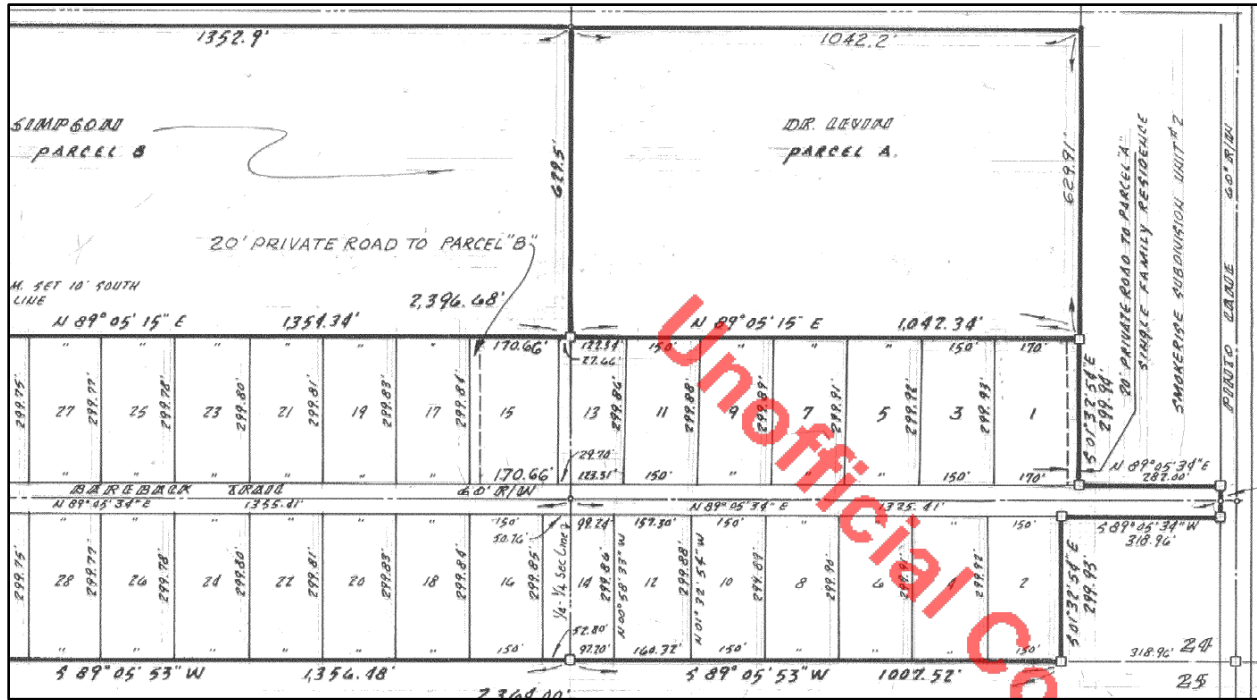
“The owner(s) of any land within an existing approved plat may request BOCC approval to vacate that portion of the plat which is owned by the applicant(s). If the existing plat includes a plat agreement/amendment, a portion of the original plat cannot be vacated without the consent of all current property 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).

This partial plat vacation is limited to the portion of the reservation along the rear of Lot 11. The plat was laid out such that each of the 40 one-acre (44,962.5 square feet, with most of the lots having dimensions of 150 feet of width by 299.75 feet of depth) lots is accessible from Bareback Trail, a 60-foot-wide right-of-way. Large acreage parcels to the North of these lots – Parcel A owned by Levin and Parcel B owned by Simpson – were accessible through 20-foot-wide private roads running North from Bareback Trail. The 40-foot-wide reservation for road purposes to the rear of each lot was not required for access for any of the lots or parcels within the limits of the Unit 4 plat. In the end, both

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GENERAL BUSINESS / AGENDA ITEM #8c**

Parcel A and Parcel B were further subdivided, with access provided along each parcel's North boundary through an easement off Pinto Lane.

The plat for Smokerise Subdivision Unit 4, Flagler County, Florida – as recorded at Plat Book 26, Page 38, Public Records of Flagler County, Florida – is depicted (in part) as:



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. It does appear in reviewing the Property Appraiser's aerial photographs of these lots that several of these lots have encroached into the reserved rear strips without a plat vacation. Whether these structures were erected with or without issuance of a permit has not been established as it is not relevant to this partial plat vacation request.

All taxes due on the subject parcel have been paid in full (Paid 11/13/2024; Receipt No. 0000246). All respective utility providers – FPL, AT&T, and Charter Communications (d/b/a Spectrum) – have consented to the partial plat vacation.

Public Notice: Public notice has been provided in accordance with Section 2.07.00 of the LDC, and consistent with Sections 177.101, 336.09, and 336.10, Florida Statutes. While the requested vacation does not include a platted public street, the reservation for road purposes is being treated as if a road could have been placed within the limits of the area to be vacated for notice purposes.

**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 of local resources.

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

**FUNDING INFORMATION:** No County funds are associated with this agenda item. No financial impact will result from this vacation request.

**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 portion of Smokerise Subdivision Unit 4, Flagler County, Florida subdivision plat as recorded in Plat Book 26, Page 38, 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 petitioner 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 related documents, including consent letters from FPL, AT&T, and Charter Communications (d/b/a Spectrum)
3. Public Notice



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

*Updated 08-12-2025*

**RECOMMENDATIONS:** Approve the Beach Renourishment Maintenance Agreement and First Amendment to Perpetual Easement with Hammock Dunes Owners' Association and authorize the County Administrator to take actions necessary to implement the agreements.

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

- 1) Beach Renourishment Maintenance Agreement
- 2) First Amendment to Perpetual Easement

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING / AGENDA ITEM #9a**

**SUBJECT: QUASI-JUDICIAL** – Project No. 2025060005 – **REQUEST FOR APPROVAL OF A PUD SITE DEVELOPMENT PLAN IN THE PUD (PLANNED UNIT DEVELOPMENT) DISTRICT** – Request for Approval of a PUD Site Development Plan in the PUD (Planned Unit Development District for Westlake 6A, a 57-Unit Single-family Subdivision on Stirling Bridge Drive. Parcel Number: 10-13-31-0000-01010-0010; Parcel Size: 33.7+/- Acres. Owner/Applicant: Intervest at Plantation Bay/Richard Smith. (AR No. 5717).

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** This request is quasi-judicial in nature and requires disclosure of ex parte communication. The subject parcel lies South of Old Dixie Highway between U.S. Highway 1 to the West and Interstate 95 to the East:

Property Appraiser Aerial



**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING / AGENDA ITEM #9X**

The agent on behalf of the owner filed an application and related documents with the County on May 30, 2025. This request seeks approval of a Planned Unit Development (PUD) Site Development Plan (SDP) and an amendment to the Specific Development Standards for Unit 6A.

As proposed, Unit 6A will consist of 57 single-family detached residential lots. The Plantation Bay Development of Regional Impact (DRI) Development Order (D.O.) states at Special Condition 13.4.b that allowable density “within each designated development area is calculated as the acreage of the parcel multiplied by the density range indicated on Map ‘H-1’.” Based on the 36.6+/- acres described as Unit 6A designated as Single Family, up to 145 dwelling units (1-4 dwelling units per acre) would be permitted. The 57 proposed lots fall below this range, corresponding to a density of 1.5 units per gross acre. The D.O. stipulates a maximum of 3,931 units in Flagler County, with a maximum overall density (inclusive of units in Volusia County) of 5,000 units.

The application for amendment of the PUD Site Development Plan was discussed by the Technical Review Committee on June 18, 2025. The applicant has satisfactorily addressed the TRC comments. The Planning and Development Board reviewed this request on July 8, 2025, at its regular meeting and unanimously recommended approval of the request.

BCC review authority: Section 3.04.03, LDC, requires that the Board of County Commissioners review and approve, modify or deny PUD Site Development Plans following consideration of the Planning and Development Board’s recommendations and the factual data presented during the public hearing in support of the request.

This agenda item is:

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

Public Notice: Public notice has been provided in accordance with Section 2.07.00 of the LDC.

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

1. **Approve** the PUD Site Development Plan and the amendment to the Specific Development Standards for Plantation Bay Section 2A-F, Unit 6A as adopted through an ordinance titled similar to:

AN ORDINANCE OF THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS, FLAGLER COUNTY, FLORIDA AMENDING ATTACHMENT

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING / AGENDA ITEM #9X**

#1 PLANTATION BAY SECTION 2A-F UNITS 5, 6, 6A, 7, 8, 9, 9B, 12A, 12B, 13, AND 16 SUPPLEMENTAL PUD DEVELOPMENT AGREEMENT TO FLAGLER COUNTY ORDINANCE NO. 2007-16, AS AMENDED BY FLAGLER COUNTY ORDINANCE NO. 2012-01, ORDINANCE NO. 2016-06, ORDINANCE NO. 2018-16, ORDINANCE NO. 2019-07, ORDINANCE NO. 2021-03, ORDINANCE NO. 2021-06, ORDINANCE NO. 2021-11, ORDINANCE NO. 2022-02, ORDINANCE NO. 2022-08, AND ORDINANCE NO. 2025-XX; PROVIDING SPECIFIC DEVELOPMENT STANDARDS FOR UNIT 6A; PROVIDING FOR FINDINGS; AND PROVIDING FOR AN EFFECTIVE DATE.

2. **Deny** the PUD Site Development Plan and the amendment to the Specific Development Standards for Plantation Bay Section 2A-F, Unit 6A.
3. **Continue** the PUD Site Development Plan and the amendment to the Specific Development Standards for Plantation Bay Section 2A-F, Unit 6A to a time and date certain.

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

1. Technical Staff Report (TSR)
2. Proposed PUD Site Development Plan for Unit 6A
3. Ordinance
4. Application and supporting documents
5. TRC review comments
6. Applicant's response to TRC comments
7. Public notice

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING / AGENDA ITEM # 9b**

**SUBJECT:** Ordinance Amending Tourism Development Plan to Temporarily Reallocate the Percentage Distribution of Tourism Development Tax from Capital Projects to Beach Renourishment.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** On August 4, 2025, the Board of County Commissioners voted to table this item to an August 18<sup>th</sup> Board meeting in order to allow a full slate of commissioners to be present for its consideration. The motion to table to date and time certain preserved the legal notice of the public hearing. Below is a reproduction of the agenda materials presented on August 4<sup>th</sup>.

The County levies a 5% sales tax, referred to as the Tourist Development Tax or “TDT” on the cost of temporary lodging facilities, including vacation rentals. The Flagler County Tourist Development Plan allocates the revenue of the Tourist Development Tax with 20% (or one penny) for Capital Projects, 20% or (one penny) Beach Restoration & Maintenance, and 60% (or three pennies) for Promotion & Advertising.

In April 2025, as part of budget discussions related to the Beach Management Plan and the ongoing state of local emergency, the Tourist Development Council recommended shifting half of the revenue from Capital Projects to Beach Restoration and Renourishment for a period of three years. On July 14, the County Commission held a workshop and special meeting to set the Tentative Budget for Fiscal Year 2026. By majority consensus, the Commission requested a budget that reallocates the entire capital project revenue to Beach Restoration & Maintenance but only for one year.

Given that these allocations are formally incorporated into the Tourist Development Plan, adopted as part of the Flagler County Code of Ordinances, it is necessary to amend the Code to codify this reallocation. Supermajority approval is required. The attached ordinance will, for fiscal year 2025-2026, reallocate the Capital Projects revenue to Beach Restoration & Maintenance. After the end of the fiscal year, on October 1, 2026, the one penny allocation will revert back to capital projects. Promotion & Advertising is unaffected by this ordinance. Below is a table depicting allocation of revenue.

<b>Category</b>	<b>Current</b>	<b>FY 2026</b>	<b>Future</b>
Capital Projects	20%	0%	20%
Promotion & Advertising	60%	60%	60%
Beach Restoration & Maintenance	20%	40%	20%

**STRATEGIC PLAN:**

Focus Area: Economic Vitality

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

Focus Area: Growth & Infrastructure

- Goal 2 – Protect and Manage Natural Resources

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING / AGENDA ITEM # 9b**

**DEPARTMENT CONTACT:** Sean Moylan, Deputy County Attorney (386) 313-4056  
Amy Lukasik, Tourism Development Director (386) 313-4226

**FUNDING INFORMATION:** The 20% allocation is expected to generate \$880,000 in FY 2025-26. The allocation of the Tourist Development Tax revenue for FY 2025-26 will be allocated 60% in Fund 1110 (Promotion and Advertising) and 40% in Fund 1111 (Beach Restoration).

**RECOMMENDATIONS:** Recommend approval and adoption of the Ordinance amending the Tourism Development Plan to temporarily reallocate revenue for capital projects to beach restoration and maintenance.

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

1. Ordinance
2. Legal Notice

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING / AGENDA ITEM #9c**

*Updated 08-12-2025*

**SUBJECT:** **LEGISLATIVE** – Adoption of an Ordinance Amending the Code of Ordinances Exempting Public, Semi-Public, and Special Uses from the County’s Noise Regulations.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** The County has received a request from an established historic church for installation of an electronic bell system to replace their existing church bell. The installation of the electronic bell system is needed because the physical church structure can no longer accommodate the weight of the church bell. While the installation of the electronic bell system is allowed by the County’s regulations, the noise level emanating from the electronic bell system will likely exceed the 70 dBA limit when measured at the parcel line.

In reviewing the current noise regulations, staff have proposed exempting Public, Semi-Public, and Special Uses from the noise regulations, provided that specific sound limits can be imposed as part of the approval process.

In addition to these changes, the reference Section 22-55 including schools, libraries, and churches as commercial uses needs to be deleted: these uses are not commercial uses, but are all Public, Semi-Public, or Special Uses under the County’s current Land Development Code. Finally, since there are no areas designated as Public Lands Institutional, this reference also needs to be deleted from the noise regulations.

This amendment does not impose a land use regulation that is more burdensome on a landowner. This amendment creates an additional exemption to the noise regulations.

**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 of local resources.

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

**RECOMMENDATION:** Staff recommends that the Board of County Commissioners adopt the ordinance on first and final reading.

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

1. Ordinance
2. Public Notice

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS  
PUBLIC HEARING / AGENDA ITEM #9d**

*Updated 08-12-2025*

**SUBJECT:** **LEGISLATIVE** – Adoption of an Ordinance Amending the Subdivision Regulations as Provided in the Flagler County Land Development Code to Provide for Plat Approval by an Administrative Authority as Required by Senate Bill No. 784.

**DATE OF MEETING:** August 18, 2025

**OVERVIEW/SUMMARY:** This amendment to the Land Development Code has been prompted by the Legislature’s approval of Senate Bill No. 784. Senate Bill No. 784 requires that each county or municipality designate an administrative authority for the approval of subdivision plats and replats. Governing bodies can no longer approve plats.

The attached ordinance and its exhibit incorporate the changes to the subdivision regulations required by Senate Bill No. 784, and completes several other minor text amendments, like changing the name of the Development Services Department to the Growth Management Department. Of particular note, is the Board retaining authority to grant waivers to these subdivision regulations, along with the Board’s responsibility in accepting lands for public sites when dedicated as part of a subdivision plat or replat.

**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 of local resources.

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

**RECOMMENDATION:** Staff recommends that the Board of County Commissioners adopt the ordinance on first and final reading.

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

1. Ordinance
2. Public Notice