



Flagler County Board of County Commissioners Meeting Agenda

December 15, 2025 • 9:00 a.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:** *Item 7h was added on 12-11-2025 and amended and moved to 8d on 12-12-2025.*
3. **Announcements by the Chair**
4. **Recognitions, Proclamations and Presentations:**
 - 4a) **Recognitions: Flagler County Fire Rescue Life Saving Awards** (*Presented by Chief Michael Tucker, Fire Rescue*)
 - 4b) **Proclamations:** None
 - 4c) **Presentations (3-5 Minutes):** None
5. **Community and Board Comments:**
 - 5a) **Community Outreach:** *This thirty-minute time period has been allocated for public comment on any consent agenda item or topic not on the agenda. Each speaker will be allowed up to three (3) minutes to address the Commission. Speakers should approach the podium, identify themselves and direct comments to the Chair.*
 - 5b) **Board Comments on Consent Items**
6. **Consent: Constitutional Officers:**
 - 6a) **Clerk: Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of Section 136.06, Florida Statute as listed below:
 - 1) [Disbursement Report for Week Ending November 14, 2025](#)
 - 2) [Disbursement Report for Week Ending November 21, 2025](#)
 - 6b) **Clerk: Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
 - 1) [November 17, 2025 Regular Meeting](#)
 - 2) [November 17, 2025 Workshop](#)
7. **Consent: BOCC Departments:**
 - 7-a) **Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency Due to Severe Coastal Erosion and Vulnerability:** Request the Board ratify the Proclamations Extending the State of Local Emergency for Hurricanes Matthew, Ian and Nicole. (*Requested by Jonathan Lord, Emergency Management Director*)

- 7-b) Consideration of Approval of State Funded Grant Agreement (SFGA) in the Amount of \$3,165,612 between Flagler County and the Florida Department of Transportation (FDOT) for the Construction of County Road 205 Ph. 2 Widening and Resurfacing from SR100 to Private Dirt Road, FDOT Financial Project No. 433614-2-54-01:** Request the Board (1) Approve the State Funded Grant Agreement in the amount of \$3,165,612, (2) Adopt the associated Resolution authorizing the Chair to execute the Agreement, and (3) authorize the County Administrator to approve of any project related documents, Work Authorizations and grant agreement amendments within the project overall budget. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer)*
- 7-c) Consideration of a Resolution Supporting 2026 Senate Bill 636:** Request the Board adopt a Resolution in support of Senate Bill 636. *(Requested by Sean Moylan, Deputy County Attorney)*
- 7-d) Interlocal Agreement for Municipal Development Services with the Town of Beverly Beach:** Approve and authorize the Chair to execute the Interlocal Agreement with the Town of Beverly Beach for municipal development services including building code and fire plans review, planning permit review, zoning compliance, development engineering, inspection, code enforcement, and development review services. *(Requested by Adam Mengel, Growth Management Director)*
- 7-e) Consideration of Approval of Supplemental Agreement No.2 to the State Funded Grant Agreement (SFGA) between the Florida Department of Transportation (FDOT) and Flagler County for the Flagler Central Commerce Parkway Connector – Bunnell (Commerce Parkway) project, FDOT Financial Project No. 450921-1-54-01:** Request the Board: 1) Approve the FDOT SFGA Supplemental Agreement Number 2; 2) Adopt the Resolution authorizing the Chair to execute the Supplemental Agreement; and 3) Approve the Unanticipated Revenue Resolution. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer)*
- 7-f) Consideration and Approval of Supplemental Agreement No. 2 (SA-2) to the Coronavirus State and Local Fiscal Recovery Funds Agreement between the Florida Department of Transportation (FDOT) and Flagler County for the Roadway Construction of Old Haw Creek Road from County Road 304 to State Road 11; FDOT Financial Project No. 437209-1-54-01/02:** Request the Board: 1) Approve the FDOT Coronavirus State and Local Fiscal Recovery Funds Supplemental Agreement Number 2; 2) Adopt the Resolution authorizing the Chair to execute the Supplemental Agreement; and 3) Approve the Unanticipated Revenue Resolution. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer)*
- 7-g) Consideration of Updates to the County’s Procurement Manual:** Request the Board approve the changes to the Procurement Manual. *(Requested by Robert Rounds, Procurement & Contract Services Manager)*
- 7-h) *Ratification of Florida Forever Application – this item has been moved to Item 8d***
- 8. General Business:** *Presentations limited to 15 minutes with public comments limited to 3 minutes per speaker.*
- 8-a) Consideration of Acceptance and Approval of the Affordable Housing Advisory Committee (AHAC) 2025 Annual Report of Recommendations:** Request the Board consider the seven (7) recommendations provided by the Affordable Housing Advisory

Committee and accept all, some or none of the recommendations. *(Requested by Joseph Hegedus, Health & Human Services Director)*

8-b) Beach Management Plan (BMP) Projects Update and Discussion *(Presented by Hamid Tabassian, PE, DBIA, County Engineer)*

8-c) Board of County Commissioners 2026 Committee/Advisory Board Assignments: Request the Board select 2026 Committee/Advisory Board Assignments. *(Requested by County Administration)*

8-d) Ratification of Florida Forever Boundary Amendment Application Relative to 153+/- Acres of Floodplain within the Summertown Project: Request the Board ratify and approve the County's December 08, 2025 Boundary Amendment application submittal for the Florida Forever Program relative to 153+/- acres within the Summertown project. *(Requested by Erick Revuelta, Public Lands and Natural Resources Manager)*
Added 12-11-2025 and Amended 12-12-2025

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.

**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: December 15, 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 – December 8, 2025
2. Proclamation Declaring a Local State of Emergency – December 15, 2025

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

SUBJECT: Consideration of Approval of State Funded Grant Agreement (SFGA) in the Amount of \$3,165,612 between Flagler County and the Florida Department of Transportation (FDOT) for the Construction of County Road 205 Ph. 2 Widening and Resurfacing from SR100 to Private Dirt Road, FDOT Financial Project No. 433614-2-54-01

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: Through the FDOT Grant Application process, an application was submitted by the County to the Department for funding to complete the construction of the second phase of County Road 205 widening and resurfacing. The project limits are from the intersection with State Road 100 to a defined point along the roadway described as private dirt road, being at the endpoint of the previously constructed resurfacing project. The project length is approximately 1.9 miles.

Proposed improvements will involve milling and resurfacing the existing roadway, paving shoulders, installation of guardrails, drainage improvements including box culvert extension, culvert installation, striping and signage.

Recent changes to Flagler County's Rural Economic Development Initiative (REDI) designation have created an unexpected delay in advancing this project. Because the County is no longer considered REDI, we are now required to contribute a 25% local match to Florida Department of Transportation (FDOT) funded projects. This additional financial obligation, along with cost escalation for construction, has impacted on the project timeline as we work to identify and secure the necessary local funding to move forward.

Through extensive coordination with FDOT, state funding for the project was increased from the previously programmed amount of \$1,902,195 to \$3,165,612 to address cost escalation. An additional \$868,396 in local funding is anticipated to supplement the project budget, however the final cost of the project will not be determined until it is put out to bid (currently estimated at \$4,034,008). At present, \$500,000 has been designated in the budget to cover the local share. While the local share is currently estimated at \$868,396, the actual amount remains unknown until bids are received. Staff will return at the time of bid award to address any potential shortfall and identify the appropriate funding source.

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.

FUNDING INFORMATION: Grant funding in the amount of \$3,165,612, is included in the Adopted FY 2025-26 Budget. Local funding in the amount of \$500,000 is also included in the

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

Adopted FY2025-2026 Budget. Once the formal bids are received and final determination is made of the additional amount that is needed, staff will return to the Board at the time of bid award to address any funding shortfalls.

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

RECOMMENDATION: Request the Board (1) Approve the State Funded Grant Agreement in the amount of \$3,165,612, (2) Adopt the associated Resolution authorizing the Chair to execute the Agreement, and (3) authorize the County Administrator to approve of any project related documents, Work Authorizations and grant agreement amendments within the project overall budget.

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

1. State Funded Grant Agreement (SFGA) 433614-2-54-01
2. Resolution to Approve the SFGA

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

SUBJECT: Consideration of a Resolution Supporting 2026 Senate Bill 636.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: At its December 1, 2025, regular meeting, the Board of County Commissioners directed staff to bring forward a resolution in support of legislation filed by Senator Tom Leek aimed at improving the process by which the Florida Department of Environmental Protection (FDEP) designates shorelines as critically eroded. The designation is important for Flagler County because severely eroded beaches are eligible for FDEP grant funding up to 75% of the cost of beach restoration projects. Although the county has been under a state of local emergency for over nine straight years primarily due to the erosion of the beach and dunes and the concomitant danger of ocean flooding, the criteria for obtaining a critically eroded beach designation seems opaque and counterintuitive.

SB 636 would improve the process by which beaches are designated as critically eroded in the following ways:

- When evaluating a beach, FDEP would be required to take into account data related to previous repair projects to mitigate erosion. In essence, when a local government repeatedly constructs emergency sacrificial berms to protect neighborhoods from ocean flooding, it suggests the beach is critically eroded.
- SB 636 provides clear direction to FDEP to designate beaches as critically eroded if: (i) the local government with jurisdiction has a financial plan to cover its 25% cost share to participate in the state restoration grant program; (ii) the local government has a perpetual easement that requires it to take over maintenance of the shoreline; and (iii) geological features combined with insufficient spacing between the erosion control line and upland assets results in repeated inland flooding or structural damage.

SB 636 also authorizes FDEP to require local governments to develop local beach management plans which include analysis of compound flooding, assessed value of uplands, environmentally sensitive lands, and recommendations by experts.

Unrelated to critically eroded beaches, the bill modifies the criteria of what can be labelled an area of critical state concern. The bill allows low-lying areas immediately inland from the dunes which repeatedly flood to be considered areas of critical state concern. Because areas of critical state concern primarily address planning considerations for areas like the Everglades and Big Cypress Swamp, legislators should examine the practical implications of this provision in developed areas and whether it furthers the purpose of the bill.

One thing the bill does not include, which the Board made part of its legislative priorities, is to allow local governments to conduct beach renourishment along critically eroded beaches without obtaining an easement from the property owner. A similar provision was enacted last year, but it was limited to a few localities on the coast of the Gulf of America. Because beach renourishment is minimally intrusive to the owner while at the same time protective of neighborhoods and infrastructure, we should request the bill be amended to expand last year's easement exemption to the entire state.

STRATEGIC PLAN:

Effective Government

Objective EG 2.3 Pursue policy, fiscal and legislative options to provide county leaders with the flexibility and tools needed to respond to the challenges associated with a growing community.

Growth & Infrastructure

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

- Objective GI 1.1 Ensure public safety through continuous planning for future needs and adequate evacuation capacity.
- Objective GI 2.3 Develop a beach management plan.

FUNDING INFORMATION: N/A

DEPARTMENT CONTACT: Sean Moylan, Deputy County Attorney (386) 313-4005

RECOMMENDATION: Request the Board adopt a Resolution in support of Senate Bill 636.

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

1. Resolution in Support of SB 636
2. Senate Bill 636

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

SUBJECT: Interlocal Agreement for Municipal Development Services with the Town of Beverly Beach.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: Earlier this year the Growth Management Department staff were contacted by representatives of the Town of Beverly Beach regarding the County assuming building permitting and related functions from its current service provider, the City of Flagler Beach. The County had previously contracted with the Town for building permit and development engineering services through an Interlocal Agreement in 2012 (recorded on June 14, 2012 at Official Records Book 1875, Page 1080, Public Records of Flagler County, Florida). This Interlocal Agreement was replaced in 2015 with an agreement with the City of Flagler Beach to provide a broader range of services to the Town of Beverly Beach (recorded on September 1, 2015, at Official Records Book 2083, Page 1380, Public Records of Flagler County, Florida). The Town has initiated steps to sever the Agreement with the City of Flagler Beach, to be replaced by a similar Interlocal Agreement with the County to provide these services to the Town.

The Town Commission is scheduled to review this Interlocal Agreement at its next meeting on December 17, 2025. If approved, the Interlocal Agreement would take effect January 1, 2026, or such later date as would meet the Town's notification requirements with the City of Flagler Beach as to the termination of the existing Agreement. Any existing building permit issued by the City on behalf of the Town prior to January 1, 2026, would close out with the City. All fees generated within the Town will be retained by the County but will be separately accounted for. Any activities where fees are not generated sufficient to reimburse the County – like Code Enforcement – may be separately negotiated with the Town. In summary, the Town is in need of these services, and the County has the capacity to provide these services to the Town with no service impacts to the existing unincorporated areas. The County's staff presently drive along A1A – through the Town limits – to service unincorporated areas. Adding these services back to the County makes fiscal sense for the Town (with no or limited capital outlay) and ensures that the County can maintain Growth Management staffing levels with de minimis impacts to its resources.

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: Funding will be provided through fees approved through Growth Management's Fee Resolution, as may be amended from time to time.

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

RECOMMENDATION: Approve and authorize the Chair to execute the Interlocal Agreement with the Town of Beverly Beach for municipal development services including building code and fire plans review, planning permit review, zoning compliance, development engineering, inspection, code enforcement, and development review services.

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

1. Interlocal Agreement

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

SUBJECT: Consideration of Approval of Supplemental Agreement No.2 to the State Funded Grant Agreement (SFGA) between the Florida Department of Transportation (FDOT) and Flagler County for the Flagler Central Commerce Parkway Connector – Bunnell (Commerce Parkway) project, FDOT Financial Project No. 450921-1-54-01.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: The original State-Funded Grant Agreement (SFGA) for the Commerce Parkway Project was approved by the Flagler County Board of County Commissioners (BOCC) during a regular meeting on December 5, 2022. The SFGA provided \$6,800,000 in funding for the roadway construction project. Supplemental Agreement No.1 to the SFGA was approved by the Board on March 18, 2024, that provided a time extension to the Construction Schedule and a Grant scope revision to include a turn lane addition in the project at the Commerce Parkway and US-1 intersection.

Construction of the Commerce Parkway Project was completed as of September 28, 2025, under contract with P&S Paving, Inc. During the construction of planned project drainage structures in the FDOT US-1 right of way, the roadway contractor encountered existing unforeseen failing stormwater infrastructure that required emergency repair. Supplemental Agreement No. 2 updates the SFGA to provide additional funding assistance for the project in the amount of \$18,785 to reimburse the County for the costs to perform the necessary repairs within the FDOT Right of Way. The additional contribution brings the total State Grant Funding Assistance for the project to \$6,818,785.

Staff are seeking approval of the Supplemental Agreement No. 2 to the State Funded Grant Agreement (SFGA) and authorization from the Board for the Chair to execute the Supplemental Agreement.

FUNDING INFORMATION: Funding in the amount of \$18,785 will be appropriated upon approval of the Unanticipated Revenue Resolution.

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, P.E., P.G, Asst County Engineer, 386-313-4045

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

RECOMMENDATION: Request the Board: 1) Approve the FDOT SFGA Supplemental Agreement Number 2; 2) Adopt the Resolution authorizing the Chair to execute the Supplemental Agreement; and 3) Approve the Unanticipated Revenue Resolution.

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

1. Supplemental Agreement No. 2
2. Resolution to Execute Supplemental Agreement No. 2
3. Unanticipated Revenue Resolution

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

SUBJECT: Consideration and Approval of Supplemental Agreement No. 2 (SA-2) to the Coronavirus State and Local Fiscal Recovery Funds Agreement between the Florida Department of Transportation (FDOT) and Flagler County for the Roadway Construction of Old Haw Creek Road from County Road 304 to State Road 11; FDOT Financial Project No. 437209-1-54-01/02.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: Construction of the subject project was completed on July 17, 2025, under contract with Halifax Paving. The construction improvements consist of paving approximately 3.4 miles of dirt roadway and milling/resurfacing of approximately 1.4 miles paved roadway for a total distance of approximately 4.8 miles. The project scope also included earthwork, drainage improvements, new driveways, signage and striping, upgrades to existing bridge numbers 734048 and 734049 with upgraded barrier railings, repairs to the existing bridge deck and support structures and roadway intersection realignment and reconstruction at State Road 11.

Previous Board action approved an Amendment to the Construction Contract with Halifax Paving which included costs to assume a portion of FDOT's State Road 11 roadway project work where there was a physical overlap of project work that could not be completed until certain Old Haw Creek Road work was complete. At the request of FDOT, to prevent costly delay in contract completion of the Department's State Road 11 project, this additional work was incorporated into the County's contract with Halifax Paving.

Through coordination with FDOT, a supplemental funding agreement (SA-2) was prepared by FDOT that increased the State contribution in the amount of \$19,404 to reimburse the county for the FDOT work.

Staff is seeking approval of the Supplemental Agreement No. 2 to the Coronavirus State and Local Fiscal Recovery Funds agreement and authorization from the Board for the Chair to execute the Supplemental Agreement.

An original Agreement that provided for \$6,838,075.00 in State funding was approved by the Board of County Commissioners on September 25, 2023. A Supplemental Agreement (SA-1) was approved by the Board on June 3, 2024, that increased this funding by \$1,227,232.00 that served to cover the project funding shortfall.

The subject SA-2 will increase State funding by \$19,404.00 to cover the portion of FDOT work performed by Flagler County.

FUNDING INFORMATION: Funding in the amount of \$19,404 will be appropriated with approval of the Unanticipated Revenue Resolution.

STRATEGIC PLAN:

- Focus Area: Growth and Infrastructure
 - Goal 1 – Provide quality fundamental infrastructure and assets.

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

- 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

RECOMMENDATION: Request the Board: 1) Approve the FDOT Coronavirus State and Local Fiscal Recovery Funds Supplemental Agreement Number 2; 2) Adopt the Resolution authorizing the Chair to execute the Supplemental Agreement; and 3) Approve the Unanticipated Revenue Resolution.

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

1. Coronavirus State and Local Fiscal Recovery Funds Supplemental Agreement No. 2.
2. Resolution to Execute Supplemental Agreement No. 2
3. Unanticipated Revenue Resolution

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

SUBJECT: Consideration of Updates to the County's Procurement Manual.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: Flagler County is undertaking an update of its Procurement Manual to ensure compliance with current laws, regulations, and best practices. Regular updates are necessary to reflect changes in federal and state requirements, incorporate new policies that promote transparency and accountability, and streamline processes for efficiency. Revising the manual also provides an opportunity to clarify procedures, strengthen internal controls, and align procurement practices with the agency's strategic goals. These updates help safeguard public resources while supporting fair competition and consistent application of procurement standards.

It is well recognized that Flagler County is quickly transitioning from a small to mid-sized county and the impact of this is widespread throughout our organization. This item continues the journey to update the County's Procurement Manual to accommodate this growth and the increased complexities that accompany that growth.

Staff have updated the Procurement Manual (Policy) to include the following:

- Section 4: General Purchasing Process
 - Change Order wording added.
 - Added purchases under \$2,500 to direct pay list.
 - Construction payment retention wording added.
- Section 6: Procurement of Goods and Services
 - Updated Exceptions and Conditions amount for small purchases of less than \$100,000
- Section 12: Cooperative Purchasing Programs
 - Updates to State of Florida contracts.
- Section 13: Solicitation of Goods and Services
 - Added wording for state and federal funding.
 - Added wording for selection of all bids.
 - Added wording for committee members being subject to Sunshine Law.
- Section 16: Vendor Preference
 - Added the following wording: Any contract with federal funding, include federal contract clauses and ensure the procurement process complies with FTA requirements.
- Section 19: Insurance Bonds and Documents
 - Added wording to Amount of Bond or Deposit item 4.
- Section 21: Contract Administration
 - Added wording to Flagler County Contracts.
- Section 25: Federal, State, and Other Grant Funds
 - Removed "Not State or Local Preference per update FEMA policy.
 - Added wording as per FTA request.
- Section 32: Definitions
 - Added definition for Material Deviation.

STRATEGIC PLAN:

Focus Area: Growth and Infrastructure

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

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

- Objective EG 2.2: Pursue policy, fiscal and legislative options to provide county leaders with the flexibility and tools needed to respond to the challenges associated with a growing community.

FUNDING INFORMATION: N/A

DEPARTMENT CONTACT: Robert Rounds, Procurement & Contract Services Manager
386-313-4097

RECOMMENDATION: Request the Board approve the changes to the Procurement Manual.

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

1. Current Procurement Manual with track changes highlighting the mentioned updates.
2. Finalized Procurement Manual.

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

SUBJECT: Consideration of Acceptance and Approval of the Affordable Housing Advisory Committee (AHAC) 2025 Annual Report of Recommendations.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: The Affordable Housing Advisory Committee (AHAC) is established under Florida Statute 420.9076 to review the way its local government implements specific incentives for affordable housing and recommend changes to local policies, ordinances, and regulations that facilitate affordable housing while supporting property value appreciation. The committee's work advances the Housing Element of Flagler County's Comprehensive Plan, which is mandated by Florida Statute 163.3177(6)(f)(1) to address current and future affordable housing needs through specific principles, guidelines, standards, and strategies.

This committee operates as a joint body under an interlocal agreement between Flagler County and the City of Palm Coast, supporting affordable housing efforts for both jurisdictions. Consequently, staff will submit this report of recommendations to both the Flagler County Board of County Commissioners and the Palm Coast City Council. Receipt of the annual allocation of SHIP funding is contingent upon the committee producing its annual report of recommendations.

The Board of County Commissioners is required to acknowledge receipt of the AHAC report. If the Board elects to move forward with any of the recommendations, those items do not become policy upon adoption. County staff will develop an implementation plan for each selected recommendation and provide draft plans to AHAC for review and input by March. Final policy proposals will then be returned to the Board for additional review, public hearings as required, and final approval.

The committee received statewide training and, during its regular monthly meetings, reviewed and discussed the incentives required for evaluation under 420.9076, F.S. with relevant planning staff. On November 4th, 2025, the committee held a Public Hearing at the Emergency Operations Center. A legal notice of the Public Hearing was advertised in the Palm Coast Observer on October 9, 2025.

The committee members voted unanimously in favor of the following seven (7) recommendations for Flagler County:

1. Formalize Policy for Ongoing AHAC Review of Housing-Cost
2. Adopt Policy for Review and Disposition of Public Lands for Affordable Housing.
3. Establish Representation and Support for Community Land Trust Initiatives
4. Evaluate the Development of an Inclusionary Zoning Ordinance with Incentives
5. Expand Local Incentives to Support Affordable Housing
6. Develop an Accessory Dwelling Unit (ADU) Ordinance
7. Establish a Local Affordable Housing Trust Fund

STRATEGIC PLAN:

Focus Area: Economic Vitality

- Goal 4: Explore Affordable, Workforce and Attainable housing Options

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

- Objective EV 4.1: Develop options and best practices for affordable and workforce housing through public-private partnerships.
- Objective EV 4.2: Develop policies and incentives to expand housing options.
- Objective EV 4.4: Reduce regulatory and procedural barriers for affordable and workforce housing.
- Objective EV 4.5: Through the State Housing Initiatives Partnership (SHIP) program, provide incentives that enable and preserve affordable homeownership and multifamily housing.

FUNDING INFORMATION: N/A

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

RECOMMENDATIONS: Request the Board consider the seven (7) recommendations provided by the Affordable Housing Advisory Committee and accept all, some or none of the recommendations.

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

1. 2025 Flagler County Palm Coast AHAC Report

12/18/2025 Posted Link To: [Presentation given during the meeting](#)

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

SUBJECT: Beach Management Plan (BMP) Projects Update and Discussion

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: Consistent with the guidelines of the Beach Management Plan (BMP) adopted by the Board of County Commissioners (BOCC) in October 2023, four (4) beach and dune nourishment reaches were identified along the 18 miles of County shoreline. These identifications considered physical characteristics, existing funding plans, and future needs.

County staff and Moffatt & Nichol staff will provide updates on the progress and implementation of all four BMP projects. The presentation will address construction status, permits, budgets, and future steps for discussion.

A brief summary of project statuses is provided below:

Reach I: Construction Project (Completed) The U.S. Army Corps of Engineers (USACE) Coastal Storm Risk Management (CSR) Federal beach nourishment construction project in the City of Flagler Beach (between S 6th St (R-80) and S 28th St (R-94)) was completed in August 2024.

- **Budget Reconciliation:** A budget reconciliation process with the USACE identified approximately \$6 million in remaining funds within existing agreements between the Florida Department of Transportation (FDOT) and the County. The FDOT has agreed in principle to amend these agreements, allowing the funds to be reallocated for the construction of the Reach II project.
- **Federal Assistance Request:** A formal letter was sent to the USACE on December 2, 2025, requesting a Project Information Report (PIR) and federal assistance for rehabilitation efforts. This request addresses significant erosion sustained due to continuous and prolonged wave attacks and elevated water levels between late September and early October 2025.

Reach II: Design Project (Approaching Completion) The Flagler County beach nourishment design project in the City of Flagler Beach, Town of Beverly Beach, and Painters Hill (between N 7th St (R-77) and approximately 1,900 feet north of Varn Park (R-46)) is nearing completion.

- **Permitting & Leases:** Necessary FDEP and USACE regulatory permits for the beach and dune nourishment are secured (USACE permit issued October 14, 2025). A lease from the Bureau of Ocean Energy Management (BOEM) for the offshore sand borrow area has also been obtained.
- **Easements:** 221 of the necessary easements have been obtained, with 30 remaining.
- **Design Finalization:** The project design consultant, Foth, is updating the final design plans and project governing specifications, which will be signed and sealed for bidding purposes.
- **Construction Contract Procurement Timeline:** County staff are preparing the Invitation to Bid for the construction project, with the procurement process scheduled to begin in January 2026.
- **Anticipated Construction:** The construction project award by the BOCC is expected in Spring 2026, with construction activities anticipated to commence in Summer 2026.

Reach III: Design Project (Early Stages) The Flagler County beach and dune nourishment design project along the Hammock Dunes, Ocean Hammock, Hammock Beach, and Sea

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

Colony shorelines (between approximately 1,900 feet north of Varn Park (R-46) and the southern limit of Washington Oaks Gardens State Park (R-16)) commenced in May 2025. The project is currently in its early stages:

- **Data Collection:** Field work and initial design data collection—including FDEP hardbottom diving coordination, topographic surveys, and sand sample collections—are complete. Offshore single-beam transects (locating hardbottom) and multibeam side-scan sonar (high-resolution underwater mapping) are currently in progress.
- **Analysis Underway:** Coastal Engineering Analysis, Borrow Area Analysis, and Alternatives Development and Analysis tasks have been initiated and are underway.
- **Next Steps:** Determination of the Preferred Design Alternative, which will include Public Outreach activities, is expected in Summer 2026.

Reaches III & IV: Emergency Dune Restoration Projects The following Flagler County interim emergency truck-haul dune restoration recovery projects are underway under the Emergency Final Order for Hurricane Milton. These projects are jointly funded by the County, FDEP, HDOA, OHOA, HBAG, and FEMA Cat G funding.

Status of these emergency dune restoration recovery projects:

- **Reach 3A (HDOA) R-47.9 to R-35.1 (2.3 miles):** Completed as of November 2025.
- **Reach 3B (OHOA & HBAG) R-35.1 to R-24.3:** Completed as of December 2025.
- **Reach 3C (Malacompra Park to WOGSP) R-24.3 to R-15.9 (1.6 miles):** Construction commenced in December 2025 and is expected to continue through January 2026.
- **Reach 4A (WOGSP to River to Sea Preserve Park) R-11.8 to R-2.3 (1.8 miles):** Construction activities are expected to commence in late January 2026 and continue through February and early March 2026.

FUNDING INFORMATION: None

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

RECOMMENDATION: None

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

1. Presentation

12/18/2025 Posted Link To: [Presentation given during the meeting](#)

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

SUBJECT: Board of County Commissioners 2026 Committee/Advisory Board Assignments.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: According to the bylaws of the Board of County Commissioners, each year the Commission selects committee/advisory board assignments for the upcoming year. Commissioners are provided a listing of the previous year's Committee Positions with Synopsis for discussion.

FUNDING INFORMATION: NA

DEPARTMENT CONTACT: County Administration

RECOMMENDATION: Request the Board select 2026 Committee/Advisory Board Assignments.

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

1. 2026 Committee Listing
2. 2022-2025 Committee Assignments
3. Committee Synopsis
4. List of Boards Requiring a County Commissioner to Serve per statute or resolution

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
CONSENT GENERAL BUSINESS / AGENDA ITEM # 8d 7h

This item was added 12-11-2025

Amended 12-12-2025

SUBJECT: Ratification of Florida Forever ~~Grant~~ Boundary Amendment Application ~~for Possible Purchase of~~ Relative to 153+/- Acres of Floodplain within the Summertown Project.

DATE OF MEETING: December 15, 2025

OVERVIEW/SUMMARY: As the Board is aware, the owner/developer of Veranda Bay has proposed annexing the west portion of the project into the city limits of the City of Flagler Beach, to be developed as Summertown. As part of the discussion regarding the annexation of Summertown, the County requested that the owner consider setting aside the floodplain areas adjacent to Bulow Creek from the proposed development plan. A full-fee or less-than-fee (conservation easement) purchase was suggested, and the owner and the County have come to initial terms on the extent of a possible future full-fee land purchase of 153+/- acres of floodplain adjoining Bulow Creek. To meet ~~grant~~ deadlines under the Florida Forever program, County staff and the owner submitted a Boundary Amendment grant application on December 8, 2025, the submittal deadline for the upcoming Florida Forever ~~grant cycle~~ Boundary Amendment review. The Florida Forever Program identifies six project categories:

1. Critical Natural Lands
2. Partnerships and Regional Incentives
3. Less-Than-Fee
4. Climate Change Lands
5. Substantially Complete
6. Critical Historical Resources

Projects for acquisition through Florida Forever require a willing seller and must be on the Priority List. The Florida Forever Priority List is determined by the Acquisition and Restoration Council (ARC) and approved by the Florida Board of Trustees using measures and performance criteria established by Sec. 259.105(4), Florida Statutes. A project's placement on the Priority List does not guarantee acquisition; the Priority List only determines program eligibility. The Flagler County Blueway Project is already a Priority List item; the application will expand the boundaries of the Project to include the 153+/- acres of floodplain adjoining Bulow Creek, and was limited to those areas the developer agreed to put into the Program.

This agenda item seeks Board approval of County staff and the owner's December 8, 2025 submittal of the Florida Forever Program application ~~for as a first step towards~~ acquisition of part of the floodplain adjoining Bulow Creek within the Summertown project. The December 8, 2025 deadline was the next available application deadline. If the application was not submitted in advance of this deadline, consideration of the ~~acquisition boundary amendment~~ request under the Florida Forever Program would have been delayed for months, without consideration until later in 2026.

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: Funding will be provided through the Florida Forever program, including potential matching funds provided by the County's Environmentally Sensitive Lands (ESL) Program and the St. Johns River Water Management District.

DEPARTMENT CONTACT:

Erick Revuelta, Public Lands and Natural Resources Manager (386) 264-9134

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
CONSENT GENERAL BUSINESS / AGENDA ITEM # 8d 7h

This item was added 12-11-2025

Amended 12-12-2025

RECOMMENDATION: Request the Board ratify and approve the County's December 08, 2025 Boundary Amendment grant application submittal for the Florida Forever Program ~~for possible acquisition of relative to~~ 153+/- acres within the Summertown project.

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

1. Florida Forever Boundary Amendment Grant Application

12/18/2025 Posted Link To: [Presentation given during the meeting](#)