Flagler County Board of County Commissioners Meeting Agenda

November 17, 2025 • 5:00 p.m.

Government Services Building 2, Board Chambers, 1769 E. Moody Blvd., Bunnell, FL 32110

View the meeting broadcast live on cable television: Spectrum Channel 492
View the meeting streamed live on the County's YouTube Channel: www.YouTube.com/FlaglerCounty

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

2. **Additions, Deletions and Modifications to the Agenda**

3. **Announcements by the Chair**

4. **Recognitions, Proclamations and Presentations: 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   6a) Clerk: Bills and Related Reports: Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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 October 24, 2025
   2) Disbursement Report for Week Ending October 31, 2025

   6b) Clerk: Approval of Board Meeting Minutes: Request the Board approve the minutes from the following Meetings:
   1) October 6, 2025 Regular Meeting
   2) October 20, 2025 Workshop
   3) October 20, 2025 Regular Meeting

7. **Consent: BOCC Departments:**

   7-a) Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency Due to Severe Coastal Erosion and Vulnerability: Request the Board ratify the Proclamations Extending the State of Local Emergency for Hurricanes Matthew, Ian and Nicole. *(Requested by Jonathan Lord, Emergency Management Director)*

   7-b) Request the Board Declare Items as Surplus, Removal from the County Fixed Assets and Authorize Purchasing to Dispose of Surplus Property Pursuant to the Fixed Asset Policy: Request the Board declare items as surplus, removal from the County's fixed

asset inventory and authorize Purchasing to dispose of surplus property pursuant to the Fixed Asset policy. *(Requested by Robert Rounds, Purchasing Manager)*

7-c) Consideration to Amend the Health Insurance Fund (Fund 1501) FY 25 Surplus Budget Related to the Employer Contribution for Health Insurance: Request the Board approve the Unanticipated Revenue Resolution and Budget Transfer. *(Requested by E. John Brower, Financial Services Director)*

7-d) Consideration of Budget Transfer from Transportation Impact Fee East Fund 1130 Reserves for the Commerce Parkway Connector Project: Request the Board approve the Budget Transfer. *(Requested by E. John Brower, Financial Services Director)*

7-e) Consideration of a Resolution and FY 25/26 Flagler County Public Transportation Grant Application Submission to the Federal Transit Administration Section 5311 Off – Cycle Funding Opportunity: Request the Board approve the resolution and grant application submission for the FDOT 5311 grant program as approved to form by the County Attorney and authorize the County Administrator to execute the grant agreement, if awarded, and any other documentation associated with the implementation of the grant. *(Requested by Trevor Martin, Transportation Manager)*

7-f) Consideration of Approval of Guaranteed Maximum Price (GMP) Proposal from Meyer Najem Construction, LLC for Construction of the Flagler County Fire Station 51 by Construction Manager at Risk (CMAR) Method of Delivery in the Amount of $9,505,705.00: Request the Board approve the following: 1) the Guaranteed Maximum Price Proposal from Meyer Najem Construction in the Amount of $9,505,705.00 and authorize the Chair to execute a contract amendment to RFP 24-005P as approved to form by the County Attorney, 2) authorize the County Administrator to execute any project related documents within the project overall budget as approved to form by the County Attorney for the Flagler County Fire Rescue Administration Station 51, per RFP 24-005P. *(Requested by Hamid Tabassian, PE, DBIA, County Engineer)*

7-g) Memorandum of Agreement with the Clerk of Court for Courthouse Renovation: Request the Board approve the MOA with the Clerk of Court for Courthouse renovations. *(Requested by County Administration)*

7-h) Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for Advent Health System/Sunbelt, Inc. d/b/a Advent Health Orlando: Request the Board approve renewal of the current Certificate of Public Convenience and Necessity (COPCN) for Advent Health System/Sunbelt, Inc. from December 1, 2025 to November 30, 2027. *(Requested by Chief Michael Tucker, Fire Rescue)*

7-i) Consideration to Amend the Fiscal Year 2024-2025 Budget to Recognize Grant Revenue from State FY25/26 EHEAP Grant with ElderSource, for the Department of Health and Human Services' Senior Services Division in the Amount of $1,359: Request the Board approve the Unanticipated Revenue Resolution. *(Requested by Joe Hegedus, Health & Human Services Director)*

7-j) Consideration to Amend the Legal Aid Fund (Fund 1105), Law Library Fund (Fund 1107), Juvenile Diversion Fund (Fund 1195), and the Court Innovations Fund (Fund 1197) for Fiscal Year 2024-25 Due to Additional Revenue Collections: Request the Board approve the Unanticipated Revenue Resolutions. *(Requested by E. John Brower, Financial Services Director)*

7-k) Consideration to Transfer Funds from General Fund Reserves to the Pooled Expenditures Division in the Amount of $50,000 for Local Food Banks: Request the

Board consider and approve the Budget Transfer. *(Requested by E. John Brower, Financial Services Director)*

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

   8-a) Reorganization of the Board of County Commissioners: Request the Board select a Chair and Vice-Chair. *(Requested by the County Attorney)*

9. **Public Hearings:** *Public Hearings will be heard after 5:30 p.m.*

   9-a) Consideration of a Resolution Amending the Fiscal Year 2025-26 Budget in the Amount of $132,233,261 and Approval of the Amended FY 2025-26 CIP: Consideration of a Resolution Amending the Fiscal Year 2025-26 Budget in the Amount of $132,233,261, and approval of the Amended FY 2025-26 CIP. *(Requested by E. John Brower, Financial Services Director)*

   9-b) LEGISLATIVE – Request for Amendment to the Floodplain Management Ordinance to Comply with the Requirements of Senate Bill 180 by Deleting the Five-Year Cumulative Substantial Improvement Period: Options for the Board: Approve; Not Approve; or Continue. *(Requested by Adam Mengal, Growth Management Director)*

   9-c) LEGISLATIVE – Request for Adoption of an Ordinance Related to Certified Recovery Residences as Required by Senate Bill 954: Options for the Board: Approve; Not Approve; or Continue. *(Requested by Adam Mengal, Growth Management Director)*

10. **Additional Reports and Comments:**

   10-a) County Administrator Report/Comments

   10-b) County Attorney Report/Comments

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

   10-d) Commission Reports/Comments/Action

11. **Adjournment**

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

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

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

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

DATE OF MEETING: November 17, 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 – November 10, 2025
2. Proclamation Declaring a Local State of Emergency – November 17, 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.

DATE OF MEETING: November 17, 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 list below:

LOG#	CLERK#	FCID#	AQU DATE	ORIGINAL COST	DESCRIPTION	VIN/SER#	REASON FOR DISPOSAL
26-10	7116	9446	09/30/2016	80,689.00	Ford F4510 Turtle Top Bus	1FDFE4FSGDC55333	End of Useful Service Life

STRATEGIC PLAN:
Focus Area: Effective Government

- Goal 1 – Maintain Financial Stability

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

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

RECOMMENDATIONS: Request the Board declare items as surplus, removal from the County's fixed asset inventory and authorize Purchasing to dispose of surplus property pursuant to the Fixed Asset policy.

ATTACHMENTS: None

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
GENERAL BUSINESS / AGENDA ITEM # 7c

SUBJECT: Consideration to Amend the Health Insurance Fund (Fund 1501) FY 25 Surplus Budget Related to the Employer Contribution for Health Insurance.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: As part of the annual budget process, based on discussions with our Plan Administrator and in connection with our Actuarial Report, the Board approved the employer contribution for FY 26 to be raised to $17,172 per Full Time Equivalent (FTE). For FY 25, this amount was $15,777, and this budgeted amount is transferred to the Health Insurance Fund (Fund 1501) at a monthly rate of $1,310.99 attached to each employee. When there are vacancies in departments, no funding is transferred through payroll, which requires us to manually transfer and amend the budget at year end to capture the funding that should have been moved into the Health Insurance Fund.

To ensure that our Health Insurance Fund solidifies its financial stability and to ensure our self-insured status is not threatened, staff are proposing that all annual appropriations for the employer contributions related to Health Insurance are in fact transferred. For Fiscal Year 2024-25 this will amount to $1,194,198 with $876,509 coming from the General Fund.

STRATEGIC PLAN:
Focus Area: Effective Government

- Goal 1- Maintain Financial Stability
    - Objective EG 1.1: Ensure a minimum of 5% operating reserves beginning each fiscal year for unforeseen expenses or natural disasters. (Reserved for contingencies.)
        - Measure 1.1.1: Prioritize support and flexibility within budget to successfully navigate unforeseen expenses within a given fiscal year.

FUNDING INFO: No additional funding is required for this agenda item, as $15,777 was budgeted for each FTE. The budget transfer is being presented to you for approval because the overall value exceeds the County Administrator's signature authority per the Board's Budget Management Policy. The Road and Bridge, E-911, Tourist Development, SHIP, Growth Management, Building, Public Safety Communications Network, Airport, and Residential Solid Waste Funds transfers can be approved by the County Administrator. Funding will be appropriated with approval of the Unanticipated Revenue Resolution.

DEPARTMENT CONTACT: E. John Brower, Financial Services Director (386) 313-4035

RECOMMENDATIONS: Request the Board approve the Unanticipated Revenue Resolution and Budget Transfer.

ATTACHMENTS: ***Use this link to view attachment(s)***

1. Unanticipated Revenue Resolution
2. Budget Transfer Fund 1001

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

SUBJECT: Consideration of Budget Transfer from Transportation Impact Fee East Fund 1130 Reserves for the Commerce Parkway Connector Project.

DATE OF MEETING: Nov 17, 2025

OVERVIEW/SUMMARY: Staff are seeking approval to transfer funds from the Transportation Impact Fee Reserves for the FY 2024-2025 Budget in the amount of $34,042 to allocate budget for Commerce Parkway Connector project.

At the meeting held on January 8, 2024, the BOCC approved funding for this project to include up to $3,193,000 in the Transportation Impact Fee East Fund 1130 to be utilized. In addition, a URR was created to recognize the $3,500,000 from City of Bunnell. The Transportation Impact Fee Funds were to be recognized “as needed” for project funding. Upon completion of the project, it was determined that $34,042 would be needed to cover costs that were incurred for FY25. These costs are within the approved budget, and address costs that were not grant related or tied to City of Bunnell’s 3.5 million.

STRATEGIC PLAN:
Focus Area: Effective Government
- Goal 1- Maintain Financial Stability

FUNDING INFORMATION: Budget from Fund 1130 Reserves in the amount of $34,042 will be appropriated with the approval of the Budget Transfer.

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

RECOMMENDATION: Request the Board approve the Budget Transfer.

ATTACHMENTS: *Use this link to view attachment(s)*
1. Budget Transfer

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

SUBJECT: Consideration of a Resolution and FY 25/26 Flagler County Public Transportation Grant Application Submission to the Federal Transit Administration Section 5311 Off – Cycle Funding Opportunity.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: The Florida Department of Transportation (FDOT) advised Flagler County of its eligibility to apply for additional, unanticipated off-cycle FTA Section 5311 grant funds, which apply to operating or capital expenses of recipients who operate or contract public transportation services in non-urbanized areas. This is in addition to the annual Section 5311 grant we receive for operating expenses. This off – cycle grant application will be for $100,000.00 to offset operating costs. Reimbursement will require a dollar-for-dollar match.

Proposed Project – Operating Expense Reimbursement	
Start Date: 1/1/2026	
Federal	$ 50,000
State	$ 0
Flagler County	$ 50,000
Total	**$ 100,000**

The applications will be completed and sent to the grant agency prior to the deadline of November 21, 2025.

STRATEGIC PLAN:

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

FUNDING INFORMATION: Local match requirements of $50,000.00 are included within the Transportation division of the FY25-26 Adopted Budget.

DEPARTMENT CONTACT: Trevor Martin, Transportation Manager (386) 313 – 4133.

RECOMMENDATIONS: Request the Board approve the resolution and grant application submission for the FDOT 5311 grant program as approved to form by the County Attorney and authorize the County Administrator to execute the grant agreement, if awarded, and any other documentation associated with the implementation of the grant.

ATTACHMENTS: ***Use this link to view attachment(s)***

1. 5311 Grant Cover Letter
2. Resolution

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
CONSENT/AGENDA ITEM: 7f

SUBJECT: Consideration of Approval of Guaranteed Maximum Price (GMP) Proposal from Meyer Najem Construction, LLC for Construction of the Flagler County Fire Station 51 by Construction Manager at Risk (CMAR) Method of Delivery in the Amount of $9,505,705.00.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: At its regular meeting on November 4, 2024, the Board approved the Construction Manager at Risk (CMAR) Agreement between Flagler County and Meyer Najem Construction for the preconstruction services for Flagler County Fire Station 51 utilizing the CMAR method of delivery. The design for the single story 10,900 sq-ft Fire Station 51 has been completed by the Project Architect Schenkel & Shultz in full coordination and collaboration with the CMAR, Meyer Najem Construction and the County's staff leading to the development of a Guaranteed Maximum Price (GMP) package.

Meyer Najem Construction has completed the public bidding of the project construction work components in accordance with Florida Statutes, prepared and submitted the Guaranteed Maximum Price (GMP) packages for implementation of the entire scope of work that includes but not limited to the Site Improvement Works, Concrete Work, Structural Steel Work, Wood Work, Roofing, Doors, Entrances, Drywall, Tiles, Ceilings, Flooring, Paints, Building Equipment, Plumbing Work, Fire Suppression Systems, HVAC Work, Electrical Work, and Miscellaneous Building Specialties; in addition to the General Conditions and Requirements, Insurance, Warranty, Overhead Costs and Fees for the Fire Station 51 project to be substantially completed by November 19, 2026. For the actually incurred direct and indirect cost of the work competitively procured and services performed, the County will pay Meyer Najem Construction up to the GMP amount of $9,505,705.00 in accordance with the terms of the Flagler County Fire Rescue Stations CMAR Agreement.

The GMP square foot cost of $872.08 is considered reasonable when compared to other similar projects in the area. On October 1, 2024, City of Palm Coast approved a Guaranteed Maximum Price (GMP) in the amount of $10,496,824 for the new 10,290 sq-ft Fire Station 26 which equates to a square foot cost of $1,020. Daytona Beach recently started construction on their new 31,000 sq-ft Fire Station 1 with an estimated cost of $27,000,000 which equates to a square foot cost of $871.

FUNDING INFORMATION: Funding in the amount of $9,670,614 is included in the FY 26 Adopted Budget and Carry Forward between the following funds: Capital Projects Fund 1316, ½ Cent Discretionary Tax Fund 1311, Fire Impact Fee Trust Fund 1157, and EMS Impact Fee Trust Fund 1158.

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.

Focus Area: Public Health & Safety

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

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

RECOMMENDATION: Request the Board approve the following: 1) the Guaranteed Maximum Price Proposal from Meyer Najem Construction in the Amount of $9,505,705.00 and authorize the Chair to execute a contract amendment to RFP 24-005P as approved to form by the County Attorney, 2) authorize the County Administrator to execute any project related documents within the project overall budget as approved to form by the County Attorney for the Flagler County Fire Rescue Administration Station 51, per RFP 24-005P.

ATTACHMENTS: *Use this link to view attachment(s)*
1. Contract Amendment Establishing the GMP for the Flagler County Fire Station 51

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

SUBJECT: Memorandum of Agreement with the Clerk of Court for Courthouse Renovation

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: Under Florida law, the Board of County Commissioners is the owner of the courthouse and is responsible for its construction and maintenance. The Clerk of Court has requested authorization to conduct interior renovations of the courthouse. This Memorandum of Agreement (MOA) authorizes the Clerk to apply for building permits and requires the County Administrator to execute any documents that may be necessary to carry out the renovation. The County will provide the funding through the cash carry forward item on this meeting's Public Hearing agenda. The Clerk will coordinate the renovations with the Chief Judge and the Circuit Court Administrator.

STRATEGIC PLAN:
Effective Government
Goal 2 – Build & Maintain Relationships to Support Effective & Efficient Government
EG 2.1: Create a culture of collaboration with municipalities and community partners.

DEPARTMENT CONTACT: Heidi Petito, County Administrator

FUNDING INFORMATION: Funding in the amount of $250,000 will be transferred to the Clerk of Court and Comptrollers Budget as part of today's cash carry forward item.

RECOMMENDATIONS: Request the Board approve the MOA with the Clerk of Court for Courthouse renovations.

ATTACHMENTS: ***Use this link to view attachment(s)***
1. MOA with Clerk of Court

11/01/2025 Requested by Sarah Spector, Assistant County Attorney
11/04/2025 Approved by Financial Services Director E. John Brower BE

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

SUBJECT: Renewal of Current Certificate of Public Convenience and Necessity (COPCN) for Advent Health System/Sunbelt, Inc. d/b/a Advent Health Orlando.

DATE OF MEETING: November 3, 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. Advent Health System/Sunbelt, Inc. 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.

Advent Health System/Sunbelt, Inc. is seeking renewal of the current COPCN from a period of December 1, 2025 to November 30, 2027. The request was received by the Flagler County Emergency Medical Services Advisory Board and was reviewed for approval at their September meeting. Staff finds the interfacility transport service provided by Advent Health System/Sunbelt, Inc. to be an essential part of the overall pre-hospital care in Flagler County.

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 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 Advent Health System/Sunbelt, Inc. 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 the current Certificate of Public Convenience and Necessity (COPCN) for Advent Health System/Sunbelt, Inc. from December 1, 2025, to November 30, 2027.

ATTACHMENTS: *Use this link to view attachment(s)*
1. COPCN for Advent Health System/Sunbelt, Inc.

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

SUBJECT: Consideration to Amend the Fiscal Year 2024-2025 Budget to Recognize Grant Revenue from State FY25/26 EHEAP Grant with ElderSource, for the Department of Health and Human Services' Senior Services Division in the Amount of $1,359.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: The Senior Services Division at Flagler County's Department of Health and Human Services (HHS) provides an array of supportive services to seniors in the community, as well as evaluation and referral to supports available from other service providers. Services are funded by Federal and State grants, matched with local government funds.

The Emergency Home Energy Assistance for the Elderly Program (EHEAP) funding agreement was executed on 8/15/25, recognizing funds for the 2025/26 grant term ending 6/15/2026. This funding contract was signed by Administration under their approved signature authority. Income eligible seniors may receive emergency utility assistance under this grant funding.

STRATEGIC PLAN: Focus Area: Public Health & Safety

- Goal 1 – Increase Resident Awareness of Services Available of the Health and Human Services Department.
  - Objective PHS 1.1: Provide a range of educational programs.

FUNDING INFORMATION: Funding in the amount of $1,359.00 will be appropriated for FY25 in the General Fund (Fund 1001) upon approval of the Unanticipated Revenue Resolution. The remaining $35,469 will be recognized during the FY26 carry forward process.

DEPARTMENT CONTACT: Joe Hegedus, Health & Human Services Director 586-2324 x3626

RECOMMENDATIONS: Request the Board approve the Unanticipated Revenue Resolution.

ATTACHMENTS: ***Use this link to view attachment(s)***

1. Unanticipated Revenue Resolution
2. EHEAP Contract – P025-FCBCC

11/03/2025 - Requested by Health & Human Services Director Joseph Hegedus
11/04/2025 - Approved by Financial Services Director E. John Brower – MC BE

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

SUBJECT: Consideration to Amend the Legal Aid Fund (Fund 1105), Law Library Fund (Fund 1107), Juvenile Diversion Fund (Fund 1195), and the Court Innovations Fund (Fund 1197) for Fiscal Year 2024-25 Due to Additional Revenue Collections.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: The Legal Aid Fund (Fund 1105), Law Library Fund (Fund 1107), and Juvenile Diversion Fund (Fund 1195) are all considered "sweeping" funds, meaning that at year-end all unused funds are swept to the Court Innovations Fund (Fund 1197), per Florida Statute 939.185 and Flagler County Ordinance 2009-05.

STRATEGIC PLAN:
Focus Area: Effective Government

- Goal 1- Maintain Financial Stability

FUNDING INFORMATION: Funding will be appropriated with approval of the Unanticipated Revenue Resolutions.

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

RECOMMENDATION: Request the Board approve the Unanticipated Revenue Resolutions.

ATTACHMENTS: ***Use this link to view attachment(s)***

1. Unanticipated Revenue Resolution – 1105
2. Unanticipated Revenue Resolution – 1107
3. Unanticipated Revenue Resolution – 1195
4. Unanticipated Revenue Resolution – 1197

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

SUBJECT: Consideration to Transfer Funds from General Fund Reserves to the Pooled Expenditures Division in the Amount of $50,000 for Local Food Banks.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: Staff are seeking approval to transfer funds from General Fund Reserves to the Pooled Expenditures Division in the amount of $50,000 to provide funding to local food banks.

According to information obtained from the Flagler Department of Health, there are approximately 11,447 recipients of SNAP benefits in Flagler County. This equates to 7.4% of all Flagler County households that receive SNAP benefits. Recognizing that the current Federal Government shutdown has impacted the Supplemental Nutrition Assistance Program (SNAP), staff are requesting funding to help local food banks provide help to Flagler County citizens in need.

STRATEGIC PLAN:
Focus Area: Effective Government

- Goal 1- Maintain Financial Stability
    - Objective EG 1.1: Ensure a minimum of 5% operating reserves beginning each fiscal year for unforeseen expenses or natural disasters. (Reserved for contingencies.)
        - Measure 1.1.1: Prioritize support and flexibility within budget to successfully navigate unforeseen expenses within a given fiscal year.

FUNDING INFORMATION: Funding in the amount of $50,000 will be transferred from General Fund 5% Operating Reserves to the Pooled Expenditures Division.

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

RECOMMENDATION: Request the Board consider and approve the Budget Transfer.

ATTACHMENTS: ***Use this link to view attachment(s)***
1. Budget Transfer
2. General Fund Reserve Spreadsheet

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

SUBJECT: Reorganization of the Board of County Commissioners.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: According to the adopted Board of County Commissioners Rules of Procedure, the Board shall every year elect its Chair and Vice-Chair for the coming year. Selections take effect immediately after the vote. The following excerpts are from the Rules of Procedure:

> **Selection of a Chair**:
> Every year or any other time it deems appropriate, the Board shall elect a Chairperson from among its members. The Circuit Court Judge (or County Attorney in a non-election year) shall conduct a roll-call vote on each nomination in order if there is more than one nomination. If a vacancy occurs in the office of the Chair, the Commission shall, immediately or at its next meeting, select a Chair.
>
> **Selection of a Vice-Chair:**
> In conjunction with the above election, a Vice-Chair shall also be elected in a like manner except the proceeding shall be conducted by the newly elected Chair rather than the Circuit Court Judge or County Attorney.

Board Committee Assignments will be brought before the Board of County Commissioners for discussion and decision at a workshop or meeting in December. Prior to this meeting, staff will meet with the Chair selected to discuss what Chair-related positions he or she desires to fill.

FUNDING INFORMATION: None

DEPARTMENT CONTACT: County Attorney (386) 313-4005

RECOMMENDATION: Request the Board select a Chair and Vice-Chair.

ATTACHMENTS: None

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

SUBJECT: Consideration of a Resolution Amending the Fiscal Year 2025-26 Budget in the Amount of $132,233,261 and Approval of the Amended FY 2025-26 CIP.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: As outlined in Section 129.06, Florida Statutes, a public hearing must be held for the purpose of amending the budget in those instances where the budget for a particular fund is increased/decreased in total as a result of increases/decreases to revenues and other receipts from sources anticipated in the budget as originally adopted. This hearing will be advertised in the Palm Coast Observer on Thursday, November 13, 2025, in accordance with the statute. Many of the increases are for purchase orders, projects, and grants that were budgeted for but not completed last fiscal year. It is necessary to increase/decrease appropriations in the various funds listed in Schedule B. As part of the Carryforward process a small modification to the FY 2025-26 CIP is included for your approval as well.

The procedures to be followed at the public hearing are as follows:

1. Publicly read (by title only) the resolution, **"A Resolution of the Flagler County Board of County Commissioners to Amend, By Supplemental Budget, the Fiscal Year 2025-26 Budget in the Amount of $132,233,261"**
2. Allow comments from the public regarding the proposed resolution
3. Adopt the resolution

STRATEGIC PLAN:
Focus Area: Effective Government
Goal 1- Maintain Financial Stability

- Objective EG 1.1: Ensure a minimum of 5% operating reserves beginning each fiscal year for unforeseen expenses or natural disasters. (Reserved for contingencies.)
    - Measure 1.1.1: Prioritize support and flexibility within budget to successfully navigate unforeseen expenses within a given fiscal year.

FUNDING INFORMATION: If approved as presented, the resolution will increase the amended Fiscal Year 2025-26 budget by $132,233,261 from the Adopted Budget of $335,772,213 to $468,005,474.

DEPARTMENT CONTACT: E. John Brower, Financial Services Director 313-4036

RECOMMENDATIONS: Consideration of a Resolution Amending the Fiscal Year 2025-26 Budget in the Amount of $132,233,261, and approval of the Amended FY 2025-26 CIP.

ATTACHMENTS: ***Use this link to view attachment(s)***

1. Resolution including Schedule B
2. Amended FY 2025-26 CIP

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

SUBJECT: LEGISLATIVE – Request for Amendment to the Floodplain Management Ordinance to Comply with the Requirements of Senate Bill 180 by Deleting the Five-Year Cumulative Substantial Improvement Period.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: This request is legislative in nature and does not require disclosure of ex parte communication. One of the changes that Senate Bill 180 required is the removal of cumulative substantial improvement periods from local floodplain management ordinances.

Section 2 of Senate Bill 180 (officially the Committee Substitute for Committee Substitute for Senate Bill No. 180, adopted as Chapter 2025-190, Laws of Florida) accomplishes three things related to the cumulative substantial improvement period:

1. This Section adopts a definition of cumulative substantial improvement period:
   "Cumulative substantial improvement period" means the period during which an aggregate of improvements or repairs are considered for purposes of determining substantial improvement as defined in s. 161.54(12).
2. Local government is defined as having the same meaning as it has elsewhere in Statutes:
   "Local government" has the same meaning as in s. 163.2514.
3. This Section prohibited local governments participating in the National Flood Insurance Program (NFIP) from adopting a cumulative substantial improvement period:
   A local government that is participating in the National Flood Insurance Program may not adopt or enforce an ordinance for substantial improvements or repairs to a structure which includes a cumulative substantial improvement period.

As part of the County's adoption of the State's Model Floodplain Management Ordinance in 2018, the County opted to include a five-year cumulative substantial improvement period within its Ordinance. While other provisions of the Model Ordinance were non-negotiable (unless the County wished to work directly with FEMA in the development and review of its own Ordinance), the adoption of a local cumulative substantial improvement period was left to each local government to adopt specific to its needs. Adoption of a five-year cumulative period meant that permits were tracked over a rolling five-year period to determine if the cumulative value of permits exceeded 50% of the market value of the structure prior to any damage caused by a disaster. It is important to recognize that structures subject to the substantial improvement calculation – the "50% Rule" – are those which are non-conforming to the floodplain regulations, typically limited to those structures that have been mapped into a Special Flood Hazard Area (SFHA). Often these are structures that do not meet the minimum finished floor elevation (FFE) for its respective base flood elevation (BFE), or where a structure is within Zone V requiring pile construction and where the structure's foundation is at-grade or otherwise non-compliant.

There has been talk that inclusion of this prohibition of local government adoption of a cumulative substantial improvement period has attracted the attention of FEMA, with rumors afoot that the State of Florida has run afoul of FEMA's National Flood Insurance Program requirements by prohibiting local governments from adopting a cumulative substantial improvement period. With FEMA's future in question and Senate Bill 180 effective as of June 26, 2025, the County has no choice but to adopt this amendment – for now – to comply with Florida Statutes. Like other provisions of Senate Bill 180, this Section may yet change in the next Legislative session or through a determination by the courts, and the Legislature may yet return the ability to adopt a cumulative substantial improvement period to each local government.

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

Public notice has been provided for this application according to Sec. 125.66.

This agenda item is:
_____ quasi-judicial, requiring disclosure of ex-parte communication; or
__X__ legislative, not requiring formal disclosure of ex-parte communication.

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

APPROVE the Amendment to the Floodplain Management Ordinance on first reading.

NOT APPROVE the Amendment to the Floodplain Management Ordinance on first reading.

CONTINUE the Amendment to the Floodplain Management Ordinance on first reading on the basis that additional information is needed from staff. Based on the presentation and the public hearing, the Board does not have sufficient information to be able to approve the ordinance on first reading. Continuing the Board's review of the draft ordinance to a time and date certain will preserve public notice and provide an opportunity for staff to provide additional information.

If approved on first reading, second reading and adoption of the Amendment to the Floodplain Management Ordinance will occur at the Board's December 1, 2025, meeting at 9:30 a.m. or as soon thereafter as the matter may be heard.

ATTACHMENTS: *Use this link to view attachment(s)*
1. Draft Ordinance
2. Excerpts from Florida Statutes
3. Public Notice

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

SUBJECT: LEGISLATIVE – Request for Adoption of an Ordinance Related to Certified Recovery Residences as Required by Senate Bill 954.

DATE OF MEETING: November 17, 2025

OVERVIEW/SUMMARY: This request is legislative in nature and does not require disclosure of ex parte communication. Senate Bill 954 required the adoption of an Ordinance by January 1, 2026 by local governments including procedures for the review and approval of certified recovery residences within each jurisdiction, and the adoption of specific requirements related to requests for reasonable accommodations regarding certified recovery residences. Specifically, the text requires that:

> The ordinance must include a process for requesting reasonable accommodations from any local land use regulation that serves to prohibit the establishment of a certified recovery residence.

Section 1 of Senate Bill 954 (officially the Committee Substitute for Committee Substitute for Committee Substitute for Senate Bill No. 954, adopted as Chapter 2025-182, Laws of Florida) goes on to describe a specific process for requesting an accommodation, together with setting timeframes for submittals and reviews. Section 1 also provides, specific to condominiums and covenants, that:

> The application of this section does not supersede any current or future declaration or declaration of condominium adopted pursuant to chapter 718; any cooperative document adopted pursuant to chapter 719; or any declaration or declaration of covenant adopted pursuant to chapter 720.

Not unlike community residential homes before them, the Legislature has stipulated that all local governments must provide for the establishment of certified recovery residences within each respective jurisdiction. The draft ordinance amends two specific sections of Article III, Zoning District Regulations, of the Flagler County Land Development Code (Appendix C to the Flagler County Code of Ordinances): adding a new Section 3.06.18, Certified recovery residences, in Section 3.06.00, Special provisions other; and Section 3.07.06, Procedure for review and approval of certified recovery residences, in Section 3.07.00, Administration and enforcement. The first section provides generally for the establishment of certified recovery residences in unincorporated Flagler County (restricting them to multifamily zoning districts), while the second section provides the specific application process (consistent with Senate Bill 954) including the accommodation process.

Public notice has been provided for this application according to Sec. 125.66.

This agenda item is:
_____ quasi-judicial, requiring disclosure of ex-parte communication; or
__X__ legislative, not requiring formal disclosure of ex-parte communication.

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

APPROVE the Ordinance adopting standards related to certified recovery residences on first reading.

NOT APPROVE the Ordinance adopting standards related to certified recovery residences on first reading.

CONTINUE the Ordinance adopting standards related to certified recovery residences on first reading on the basis that additional information is needed from staff. Based on the presentation and the public hearing, the Board does not have sufficient information to be able to approve the ordinance on first reading. Continuing the Board's review of the draft ordinance to a time and date certain will preserve public notice and provide an opportunity for staff to provide additional information.

If approved on first reading, second reading and adoption of the Ordinance adopting standards related to certified recovery residences will occur at the Board's December 1, 2025, meeting at 9:30 a.m. or as soon thereafter as the matter may be heard.

ATTACHMENTS: *Use this link to view attachment(s)*
1. Draft Ordinance
2. Chapter 2025-182, Laws of Florida (CS/CS/CS/SB 954)
3. Public notice