Flagler County Board of County Commissioners Meeting Agenda

December 1, 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**

3. **Announcements by the Chair**

4. **Recognitions, Proclamations and Presentations:**

   4a) Recognitions: None
   4b) Proclamations: None
   4c) Presentations (3-5 Minutes)**:**
   1) **Flagler County Annual Investment Performance Review for the Year Ended September 30, 2025** *(Requested by Tom Bexley, Clerk of the Circuit Court and Comptroller and Presented by Leslie Weaber with PFM Asset Management LLC.)*
   2) **SMA Healthcare Update** *(Presented by Tore Gintoli, VP of Community Engagement)*

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   6a) Clerk: Bills and Related Reports: Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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) Revenue Collected for October 2025
   2) Disbursement Report for Week Ending November 7, 2025

   6b) Clerk: Approval of Board Meeting Minutes: Request the Board approve the minutes from the following Meetings:
   1) November 3, 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) Library Board of Trustees Advisory Board Member Appointment: Request the Board approve the appointment of Ms. Helen VanDerhyden to the Library Board of Trustees Advisory Board for a three-year term from December 1, 2025, to December 1, 2028. *(Requested by Holly Albanese, Library Director)*

7-c) Ratification of an Increase to the Cooperative Purchase Agreement to Purchase Fire Equipment, Supplies, and Services from Lake County Florida Contract # 22-730G with Municipal Emergency Services, Inc. (MES) in relation to Flagler County Contract # 2025000083: Request the Board ratify an increase to the Cooperative Purchase Agreement to purchase Fire Equipment, Supplies, and Services from Lake County Florida Contract # 22-730G with Municipal Emergency Services, Inc. (MES) in relation to Flagler County Contract Order 2025000083. *(Requested by Michael Tucker, Fire Chief)*

7-d) Consideration of an Additional Budget Transfer for Cornerstone at Seminole Woods Transportation Impact Fees: Request the Board approve the Budget Transfer. *(Requested by Adam Mengel, Growth Management Director)*

7-e) Consideration to Amend the Fiscal Year 2025-2026 Budget to Recognize Revenue from Grant with the National Council on Aging, for the Department of Health and Human Services' Senior Services Division in the Amount of $ $5,000.00: Request the Board approve the Unanticipated Revenue Resolution. *(Requested by Joe Hegedus, Health & Human Services Director)*

7-f) Consideration to Approve an Annual Not-to-Exceed cost of $1,500,000 for the Remainder of the Contract Term with Medical Risk Solutions, LLC for the Operation and Management of the Onsite Health and Wellness Center for Employees of Flagler: Request the Board approve an annual not-to-exceed expense of $1,500,000 for the remainder of the contract with Medical Risk Solutions, LLC, for the operation and management of the onsite health and wellness center for employees of Flagler County. *(Requested by Robert Rounds, Purchasing Manager)*

7-g) Consideration of the Memorandum of Understanding with Florida Department of Health (Flagler County) for Access Control Services: Request the Board consider and approve the Memorandum of Understanding between the Flagler County Board of County Commissioners and the Florida Department of Health (Flagler County) for access control services and authorize the Chair to execute the agreement. *(Requested by Matthew Rivera, Chief Information Officer)*

7-h) Consideration of Upgrade to Development and Permitting Software: Request the Board approve the upgrade to Growth Management's development review software in an amount not to exceed $130,400. *(Requested by Adam Mengel, Growth Management Director and Robert Rounds, Purchasing Manager)*

7-i) Consideration to Purchase One Water Tender for Fire-Rescue in the Amount of $642,521.00: Request the Board approve the purchase of one (1) Pierce stock commercial tanker in the amount of $642,521.00. *(Requested by Michael Tucker, Fire Chief and Robert Rounds, Purchasing Manager)*

7-j) Consideration of the Fire-Rescue Rolling Stock Ambulance Replacement Plan for the Purchase of Two 2025 Braun Chief XL Select Type 1 Ambulances in the Amount of $761.930.00: Request the Board approve the purchase of two 2025 Braun Chief XL Select Fire-Rescue replacement rescues. Chief XL Select Type 1 on a F550 4X2 diesel chassis

in the amount of $ 761,930.00. *(Requested by Michael Tucker, Fire Chief and Robert Rounds, Purchasing Manager)*

7-k) Ratification of Fire-Rescue Replacement Ambulance Purchase Order #20230004 for a 2025 Braun Chief XL on a F450 4X2 Gas Chassis in the Amount of $300,467.00: Request the Board ratify Fire-Rescue replacement ambulance purchase order # 20230004 for a 2025 Braun Chief XL on a F450 4X2 gas chassis in the amount of $300,467.00. *(Requested by Michael Tucker, Fire Chief and Robert Rounds, Purchasing Manager)* *Added 11-24-2025*

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

8-a) Consideration of the New Write-Off Policy: Request the Board approve the Write-Off Policy Resolution. *(Requested by Michael Tucker, Fire Chief and Robert Rounds, Purchasing Manager)*

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

9-a) 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 (Second Reading and Adoption): The Board of County Commissioners may: Approve and Adopt; Not Approve and Not Adopt; or Continue. *(Requested by Adam Mengal, Growth Management Director)*

9-b) LEGISLATIVE – Request for Adoption of an Ordinance Related to Certified Recovery Residences as Required by Senate Bill 954 (Second Reading and Adoption): The Board of County Commissioners may: Approve and Adopt; Not Approve and Not Adopt; 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: December 1, 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 24, 2025
2. Proclamation Declaring a Local State of Emergency – December 1, 2025

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

SUBJECT: Library Board of Trustees Advisory Board Member Appointment.

DATE OF MEETING: December 1, 2025

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

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

Membership: Consists of 7 members appointed by the Board.

Appointment Terms: Three-year terms.

Meeting Information: Meets Monthly the 2nd Monday @ 4:30 p.m. at the Flagler County Library, 2500 Palm Coast Parkway NW, Palm Coast, FL

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

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

Vacancies are advertised on the County's website, www.FlaglerCounty.gov. If additional applications are received, they will be presented to the Board prior to the meeting.

FUNDING INFORMATION: N/A

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

RECOMMENDATION: Request the Board approve the appointment of Ms. Helen VanDerhyden to the Library Board of Trustees Advisory Board for a three-year term from December 1, 2025, to December 1, 2028.

ATTACHMENTS: *Use this link to view attachment(s)*
1. Application – Ms. Helen VanDerhyden

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

SUBJECT: Ratification of an Increase to the Cooperative Purchase Agreement to Purchase Fire Equipment, Supplies, and Services from Lake County Florida Contract # 22-730G with Municipal Emergency Services, Inc. (MES) in relation to Flagler County Contract # 2025000083.

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: Staff are seeking Board approval to increase the Municipal Emergency Services, Inc. (MES) Cooperative Purchase Agreement 22-730G to not exceed amounts from $250,000 to $400,000 over the life expectancy of the contract. The amendment will allow Fire Rescue to continue purchasing equipment under the contract in the new fiscal year.

This cooperative purchasing agreement between MES and Lake County was originally executed in August of 2022 and had an initial term through July 2023. The original contract included the option for Lake County to extend the contract for two additional two-year terms. Lake County exercised the option for the first two-year term through 2025 and has now chosen to execute for the final two-year term contained within the initial contract for new contract period through 2027. Flagler County Fire Rescue (FCFR) has reached the $250,000 lifetime threshold originally authorized by the Board on September 30, 2023, and is requesting this increase to allow FCFR to continue to purchase using this cooperative purchasing agreement. This cooperative purchasing agreement has proven to be fiscally beneficial to Flagler County.

Within FCFR operations, the MES contract has historically been utilized to purchase hydraulic extrication tools (with annual maintenance contracts) which are utilized in removing victims trapped in auto and industrial accidents. This contract is also utilized to purchase equipment for the department's "Technical Rescue Team" operations, firefighter personal protective equipment (PPE), and thermal imaging camera equipment. The table below provides an understanding of the items and amounts historically purchased by fiscal year.

Fiscal Year	Items	Amount
2022	Extrication equipment (Tech Rescue Equipment)	$ 18,209
2023	Extrication Equipment Maintenance	$ 49,054
2024	Thermal Imaging Cameras, Extrication Tools, PPE	$ 241,933
2025	Extrication Tool Maintenance, PPE, Tech Rescue Equipment	$ 40,429

The amount requested in increase is fully expected to support anticipated future expenditures for annual maintenance agreements of extrication equipment, personal protective equipment, and equipment utilized as part of FCFR's technical rescue team program.

STRATEGIC PLAN:
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.

Objective 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.

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

11/12/2025 Requested by Fire Rescue Chief Michael Tucker
11/13/2025 Approved by Financial Services Director E. John Brower RJR AG

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

FUNDING INFORMATION: Funding for this equipment will come from funds allocated and approved in the adopted budget of each fiscal year covered by the cooperative purchasing agreement.

RECOMMENDATIONS: Request the Board ratify an increase to the Cooperative Purchase Agreement to purchase Fire Equipment, Supplies, and Services from Lake County Florida Contract # 22-730G with Municipal Emergency Services, Inc. (MES) in relation to Flagler County Contract Order 2025000083.

ATTACHMENTS: *Use this link to view attachment(s)*
1. 24-0202PB – MES Service Company – Amendment 8.28.25
2. Change Order
3. Fully Executed BOCC Agreement – Municipal Emergency Services Piggyback
4. Lake County Contract Amendment - Final Renewal

11/12/2025 Requested by Fire Rescue Chief Michael Tucker
11/13/2025 Approved by Financial Services Director E. John Brower RJR AG

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

SUBJECT: Consideration of an Additional Budget Transfer for Cornerstone at Seminole Woods Transportation Impact Fees.

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: As part of the Board's August 4, 2025, Regular Meeting, the Board approved a budget transfer – along with an Interlocal Agreement with the City of Palm Coast (ILA) – for the transfer of Transportation Impact Fees collected as part of the Cornerstone at Seminole Woods development (anchored by the BJ's Warehouse).

At the time of the Board's August approval, the County had collected $358,007 ($358,006.47 before rounding up). The development of the final lot, Lot B, had commenced under a shell building permit excluding the final buildout (and excluding the Transportation Impact Fees). At the end of August, the two permits had been issued for the buildout of the shell building on Lot B (the shell building consists of two separate units/businesses, Unit A and Unit B), which included payment of Transportation Impact Fees.

This budget transfer request in the amount of $28,352 increases the total amount available from $358,007 to $386,358. While the previous budget transfer was approved by the Board, no funds have been transferred to the City at this time. This will approve the entirety of funds to fulfill the County's obligation to transfer the funds consistent with the approved ILA.

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.
Objective GI 1.2: Expand and improve infrastructure to support commercial/industrial and residential growth.

FUNDING INFORMATION: A transfer was processed in the amount of $358,007 with Board approval of Agenda Item 7p from the August 4, 2025 meeting, An additional transfer of $28,352 from Fund 1154 Reserves is needed for a total payment of $386,357.73 to the City of Palm Coast.

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

RECOMMENDATION: Request the Board approve the Budget Transfer.

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

11/19/2025 Approved by Financial Services Director E. John Brower BE

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

SUBJECT: Consideration to Amend the Fiscal Year 2025-2026 Budget to Recognize Revenue from Grant with the National Council on Aging, for the Department of Health and Human Services' Senior Services Division in the Amount of $ $5,000.00.

DATE OF MEETING: December 1, 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.

HHS Senior Services Division recently applied for and was awarded a $5,000 grant from the National Council on Aging to participate in and serve as an implementation site for the Linking Lives initiative: A Journey to Wellness, a Social Connections and Mental Well-Being community pilot project. The project will train Senior Services staff as a Mental Health First Aid (MHFA) instructor and support conducting at least 2 community training courses for program participants. Additionally, HHS staff will be trained in MHFA and the department can conduct further trainings into the future as part of our menu of services.

The grant agreement was signed by the County Administrator under approved signature authority, with review and approval from the County Attorney. Staff are requesting approval of the Unanticipated Revenue Resolution affiliated with this grant agreement.

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 $5,000.00 will be appropriated in the General Fund (Fund 1001) upon approval of the Unanticipated Revenue Resolution.

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

RECOMMENDATIONS: Request the Board approve the Unanticipated Revenue Resolution.

ATTACHMENTS: *Use this link to view attachment(s)*
1. Unanticipated Revenue Resolution
2. NCOA Grant

11/3/2025 - Requested by Health & Human Services Director Joseph Hegedus
11/12/2025 - Approved by Financial Services Director E. John Brower RJR MC

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS

CONSENT/ AGENDA ITEM # 7f

SUBJECT: Consideration to Approve an Annual Not-to-Exceed cost of $1,500,000 for the Remainder of the Contract Term with Medical Risk Solutions, LLC for the Operation and Management of the Onsite Health and Wellness Center for Employees of Flagler.

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: On September 3, 2024, the Board approved the Health Care Medical Services Agreement for a five-year initial term, expiring September 30, 2029, with two-year renewals. Staff is requesting the Board approve a not-to-exceed annual expenditure of $1,500,000 for the remainder of the contract term.

STRATEGIC PLAN: Focus Area: Effective Government

- Goal 1- Maintain Financial Stability

FUNDING INFORMATION: Funding is budgeted in the current fiscal year for this contract. The clinic costs include a program fee of $23 per month for each eligible employee and retiree, plus a pass-through cost for the medical staff arrangement, hours, supplies and services. These pass-through costs are reviewed and budgeted annually and updated based on estimated needs.

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

RECOMMENDATIONS: Request the Board approve an annual not-to-exceed expense of $1,500,000 for the remainder of the contract with Medical Risk Solutions, LLC, for the operation and management of the onsite health and wellness center for employees of Flagler County.

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

1. MyHealthOnsite Contract - August 20, 2024

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

SUBJECT: Consideration of the Memorandum of Understanding with Florida Department of Health (Flagler County) for Access Control Services.

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: The Florida Department of Health (Flagler County) has requested that Flagler County BOCC provide access control services for its facilities located at 200, 206, 208, and 301 Dr. Carter Boulevard in Bunnell. The attached MOU outlines the terms and conditions under which these services will be provided.

Under the agreement:

- Flagler County BOCC will operate, maintain, and upgrade the access control systems at the specified DOH facilities.
- DOH Flagler will compensate Flagler County BOCC at a rate of $7,500 per quarter.
- The compensation is subject to annual adjustment based on the Consumer Price Index (CPI) for All Urban Consumers.
- The MOU remains in effect until terminated by either party with a 30-day written notice.

This partnership supports the County's commitment to interagency collaboration and enhances the security infrastructure of public health facilities in Flagler County.

STRATEGIC PLAN: This initiative directly supports the following Flagler County Strategic Plan Focus Areas and Goals:

- Effective Government
    - Goal 1: Build and maintain relationships to support effective and efficient government.
        - This MOU strengthens intergovernmental collaboration between Flagler County and the Florida Department of Health.
    - Goal 2: Create a culture of performance excellence.
        - By formalizing service expectations and compensation, the County ensures accountability and service quality.
- Public Health and Safety
    - Goal 2: Operate a risk reduction program.
        - The access control system enhances facility security, reducing risks to staff and the public.
    - Goal 3: Improve public safety response and service delivery capabilities.
        - Reliable access control supports emergency response readiness and secure operations at public health sites.
- Growth and Infrastructure
    - Goal 1: Provide quality fundamental infrastructure and assets.
        - Maintaining and upgrading access control systems ensures the County's infrastructure remains secure and functional.

FUNDING INFORMATION: Revenue in the amount of $30,000 will be deposited in the General Fund to help offset the cost of providing the services. This MOU is subject to CPI-based adjustments.

DEPARTMENT CONTACT: Matthew Rivera, Chief Information Officer

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

RECOMMENDATIONS: Request the Board consider and approve the Memorandum of Understanding between the Flagler County Board of County Commissioners and the Florida Department of Health (Flagler County) for access control services and authorize the Chair to execute the agreement.

ATTACHMENTS: *Use this link to view attachment(s)*
1. MOU with Health Department

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

SUBJECT: Consideration of Upgrade to Development and Permitting Software

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: On March 21, 2022, the Flagler County Board of County Commissioners approved a Single Source Contract for the Development Review and Permitting software used by the Growth Management Department. The current software and web applications do not fully meet the new requirements set by the U.S. Department of Justice (DOJ), particularly regarding accessibility and mobile usability. A software upgrade is necessary to ensure full compliance with Title II of the Americans with Disabilities Act (ADA), which mandates that state and local government websites be accessible to all users. This upgrade will align our digital platforms with the Web Content Accessibility Guidelines (WCAG) 2.1 Level AA, improving usability for individuals with disabilities and enhancing mobile accessibility. This initiative is part of Flagler County's ongoing commitment to maintaining compliance with federal accessibility standards and ensuring that both our digital and physical infrastructure are inclusive and equitable for all residents.

The upgrade will also include a Short-Term Vacation Rental Module and an enhanced Code Enforcement Module, enabling residents to easily access public records and submit concerns directly through the platform.

To enhance cybersecurity and mitigate the risk of cyberattacks, in 2022, the Florida Legislature enacted Section 119.0725, Florida Statutes, exempting information related to critical infrastructure from both the public records laws and the Sunshine Law. The information contained in this agenda item relates to critical infrastructure and cybersecurity of the County and thus falls within these exemptions.

STRATEGIC PLAN:
Focus Area: Effective Government

- Goal 3: Provide an Excellent Customer Experience
  - Objective EG 3.1: Create and implement best practices for customer interaction within all county departments/divisions.

FUNDING INFORMATION: Funding is included in the FY 2025-26 Adopted Budget within the Municipal Services Fund 1180 and the Building Department Fund 1181.

DEPARTMENT CONTACT: Adam Mengel, Growth Management Director (386) 313-4065
Robert Rounds, Purchasing Manager (386) 313-4097

RECOMMENDATIONS: Request the Board approve the upgrade to Growth Management's development review software in an amount not to exceed $130,400.

ATTACHMENT: *Use this link to view attachment(s)*
1. Quotes

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

SUBJECT: Consideration to Purchase One Water Tender for Fire-Rescue in the Amount of $642,521.00

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: Flagler County Fire Rescue is requesting approval to purchase a replacement Water Tender to retire the aging 2002 Ford Sterling unit. This vehicle has exceeded its service life, and its pump and associated equipment are no longer functional, and as a result has failed the annual NFPA pump test. Compounding the issue, the original manufacturer is no longer in business, making it extremely difficult to source repair or replacement parts.

This Water Tender is part of the Fleet Department's Rolling Stock Replacement Plan, which ensures that emergency response vehicles are systematically evaluated and replaced to maintain operational readiness and safety standards. The replacement aligns with the County's long-term strategy for maintaining a reliable and efficient emergency vehicle fleet.

Water Tenders play a critical role in fire suppression, especially in rural and unincorporated areas of the county where hydrant access is limited or nonexistent. These vehicles transport large volumes of water to fire scenes, enabling crews to perform essential firefighting operations. Flagler County currently operates only four Water Tenders to cover 571 square miles, making each unit vital to the department's ability to respond effectively across a geographically large and diverse area.

Replacing this outdated and non-serviceable unit is essential to ensure continued fire protection, reduce maintenance costs, and maintain compliance with safety and performance standards.

STRATEGIC PLAN:
Focus Area – Public Health and Safety
Goal 3 – Improve Public Safety Response and Service Delivery Capabilities.
Objective 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.

DEPARTMENT CONTACT: Mike Tucker, Fire Chief (386) 313-4255
Robert Rounds, Purchasing Manager (386) 313-4097

FUNDING INFORMATION: Funding for this purchase is included in the Adopted FY 2025-26 Budget within the Fire Rescue Division as part of the Rolling Stock and will utilize Sourcewell purchasing contract #113021-OKC to secure the vehicle. Using the Sourcewell purchasing agreement saves money by leveraging the collective buying power of over 50,000 government, education, and nonprofit entities. Sourcewell conducts nationally competitive RFPs that meet or exceed local procurement standards.

RECOMMENDATIONS: Request the Board approve the purchase of one (1) Pierce stock commercial tanker in the amount of $642,521.00

ATTACHMENTS: *Use this link to view attachment(s)*
1. Flagler County Stock Tanker Proposal
2. Flagler County Stock Tanker Sourcewell
3. Flagler County Stock Tanker Options List

4. Flagler County Stock Tanker Specifications
5. Warranties
6. Certifications
7. Amp Draw Report
8. Dealer Supplied Equipment 231060655
9. Contract

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

SUBJECT: Consideration of the Fire-Rescue Rolling Stock Ambulance Replacement Plan for the Purchase of Two 2025 Braun Chief XL Select Type 1 Ambulances in the Amount of $761.930.00.

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: Flagler County Fire Rescue operates nine front-line rescues and four "ready reserve" rescues. Fleet Services has established a vehicle replacement cycle to ensure availability and maximize return on investment. The emergency vehicle manufacturing industry has experienced significant completion time delays causing us to reconsider our approach from custom build to a more standard build having fewer options. We utilized an end-user team to review the "Select" modules and the number of available "Select" model customization options is sufficient to meet the department's operational needs. The rescues being requested for purchase will be Braun Select models, which allow for fewer customizations but decrease the delivery time from 2 years to 10-12 months.

Flagler County Purchasing Department will utilize the Florida Sheriff's Association purchasing cooperative FSA25-VEF19.0 for the purchase of the replacement ambulance. The Florida Sheriffs Association in partnership with the Florida Association of Counties and Florida Fire Chiefs Association offer a statewide purchasing contract for local governments, county sheriffs, county government, local county boards, municipalities, police agencies, and state universities and colleges. The Cooperative Purchasing Program within FSA provides streamline purchasing for local governments and their subsidiaries.

STRATEGIC PLAN:
Focus Area – Public Health and Safety
Goal 3 – Improve Public Safety Response and Service Delivery Capabilities.
Objective 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: Funding for this purchase is included in the Adopted FY 2025-26 Budget within the EMS division as part of the Rolling Stock plan.

DEPARTMENT CONTACT: Mike Tucker, Fire Chief (386) 313-4255
Robert Rounds, Purchasing Manager (386) 313-4097

RECOMMENDATIONS: Request the Board approve the purchase of two 2025 Braun Chief XL Select Fire-Rescue replacement rescues. Chief XL Select Type 1 on a F550 4X2 diesel chassis in the amount of $ 761,930.00.

ATTACHMENTS: ***Use this link to view attachment(s)***
1. Ten-8 Fire & Safety Equipment, LLC. Equipment Proposal # 13347 for one (2) 2024 Braun Chief XL Select Type 1 on a F550 4X2 diesel chassis in the amount of $761,930.00.
2. Flagler County Select Vehicle Drawings for Proposal #13347
3. Worker Order for Proposal #13347

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

SUBJECT: Consideration of the New Write-Off Policy.

DATE OF MEETING: December 1, 2025

OVERVIEW/SUMMARY: At the September 15, 2025, Regular Meeting, staff brought the County's uncollectable accounts and bad debt to the Board for them to approve writing-off the referenced amount and direct the Clerk's Office to perform the accounting procedure and process. During the discussion on this subject the Board showed a desire for and directed staff to create, a standalone write-off policy. In order to fulfil this direction staff is seeking Board consideration and adoption of the attached Write-Off Policy to formalize timelines and actions related to our aged accounts receivable.

Summary of Changes:

Write-Off Policy:

- The policy refers to the accounting process and in no way absolves the debtor of their debt to the County
- Write-Off accounts will be brought to BOCC annually.
- Set 180 past due limit on uncollectible items.
- Allow the right to utilize internal or 3rd party service for collections.
- Build process of approval and entry into financial system.

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

FUNDING INFORMATION: N/A

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

RECOMMENDATION: Request the Board approve the Write-Off Policy Resolution.

ATTACHMENTS: *Use this link to view attachment(s)*
1. Resolution with Write-Off Policy

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

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 (Second Reading and Adoption).

DATE OF MEETING: December 1, 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.

The Planning and Development Board considered this ordinance amendment at its November 12, 2025 meeting and unanimously recommended approval.

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 and ADOPT the Amendment to the Floodplain Management Ordinance on second reading.

NOT APPROVE and NOT ADOPT the Amendment to the Floodplain Management Ordinance on second reading.

CONTINUE the Amendment to the Floodplain Management Ordinance on second 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 and adopt the ordinance on second reading. Continuing the Board's review of the ordinance to a time and date certain will preserve public notice and provide an opportunity for staff to provide additional information.

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

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

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

DATE OF MEETING: December 1, 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.

The Planning and Development Board considered this ordinance at its November 12, 2025 meeting and unanimously recommended approval.

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 and ADOPT the Ordinance adopting standards related to certified recovery residences on second reading.

NOT APPROVE and NOT ADOPT the Ordinance adopting standards related to certified recovery residences on second reading.

CONTINUE the Ordinance adopting standards related to certified recovery residences on second 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 and adopt the ordinance on second reading. Continuing the Board's review of the ordinance to a time and date certain will preserve public notice and provide an opportunity for staff to provide additional information.

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