Flagler County Board of County Commissioners  
Meeting Agenda  
January 13, 2020 • 9:00 a.m.  
Government Services Building 2, Board Chambers, 1769 E. Moody Blvd., Bunnell, FL  32110

1. Pledge to the Flag and Moment of Silence  
2. Additions, Deletions and Modifications to the Agenda  
3. Announcements by the Chair  
4. Recognitions, Proclamations and Presentations:  
   4a) Recognitions:  
       1) Retirement of Steve Palmer – 16 Years of Service with Fire Rescue (Requested by Pam Wu, Human Resources Director)  
       2) Palm Coast Observer Standing O’s 2019 – How they made a difference: Adam Mengel, Growth Management Director and Samantha Whitfield, Risk Manager (Requested by Jerry Cameron, County Administrator)  
   4b) Proclamations:  
       1) Four Chaplains Sunday – February 2, 2020 (Requested by Rev. Frank Boone, American Legion Chaplain, Post 115)  
       2) Children’s Week – January 26 thru February 1, 2020 (Requested by Allison Miller, Early Learning Coalition)  
   4c) Presentations:  
       1) Risk Management Presentation (by Samantha Whitfield, Flagler County Risk Manager)  
       2) Economic Development Annual Presentation (by Helga van Eckert, Economic Opportunity Development Director)  
5. 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.  
6. Consent: Constitutional Officers:  
   Clerk:  
   6a) Bills and Related Reports: Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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 November 2019  
       2) Disbursement Report for Week Ending December 6, 2019  
       3) Disbursement Report for Week Ending December 13, 2019  
       4) Disbursement Report for Week Ending December 20, 2019  
       5) Disbursement Report for Week Ending December 27, 2019
6b) **Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
   1) December 16, 2019 Regular Meeting

7. **Consent: BOCC Departments:**

7-a) **Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency – Hurricane Matthew:** Request the Board ratify the Proclamations Extending the State of Local Emergency for Hurricane Matthew. *(Submitted 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. *(Submitted by Holly Durrance, Interim Purchasing Manager)*

7-c) **Consideration of Approval of Florida Department of Transportation (FDOT) Supplemental Agreement between the FDOT and Flagler County for Design of Roadway Improvements, FPN 444214-1-34-01:** Request the Board approve the FDOT Supplemental Agreement for FPN 444214-1-34-01 and adopt the Resolution authorizing the Chair to execute the Agreement. *(Submitted by Faith Alkhatib, Engineering / Public Works Director)*

7-d) **Consideration of Flagler County Tourist Development Council Fund 110 Discretionary Event Funding:**
   a. Florida Lacrosse Alliance, LLC – MLK Lacrosse, Jan 18-19, 2020
   c. Triple Crown – Father’s Day Lacrosse, June 13-14, 2020
   d. Florida Flag Football – Florida State Championships – June, 2020
   e. Triple Crown – Pumpkin Lacrosse, October 24-25, 2020
   f. KeepingOurPublicLandsOpen.org – Lighter Knot Adventure Race, Oct 17, 2020

   Request the Board approve the Flagler County Tourist Development Office request for Discretionary Events in the amount of $56,500 for Fund 110 and approve Budget Transfer 20-111. *(Submitted by Amy Lukasik, Tourism Development Director)*

7-e) **Consideration of an Interlocal Agreement with the City of Palm Coast Establishing the Rental of Public Safety Communications Equipment and the Annual Subscriber Fee:** Request the Board approve and authorize the chair to execute the Interlocal Agreement with the City of Palm Coast related to the Public Safety Communication Network as approved to form by the County Attorney and approved by the County Administrator. *(Submitted by Jarrod Shupe, Chief Information Officer)*

7-f) **Economic Opportunity Advisory Council Appointments:** Request the Board approve the appointment of Mr. Dennis Yablonsky to the Economic Opportunity Advisory Committee for a three-year term. *(Submitted by Mari Davis, Administration Department)*

7-g) **Confirm Appointment of Melanie Thomas as County Extension Director:** Request the Board confirm the selection of Melanie Thomas as County Extension Director and approve the attached BTR 20-112. *(Requested by Pam Wu, Human Resources Director)*

7-h) **Approval of CareerSource Flagler-Volusia PY Workforce Innovation and Opportunity Act Rural Initiatives Contract for the Amount of $11,000.00:** Request the Board ratify the approval of the contract with CareerSource Flagler-Volusia in the amount of $11,000.00
and approve the Unanticipated Revenue Resolution.  (Submitted by Helga van Eckert, Economic Opportunity Development Director)

7-i) **Additional Staffing Request for the Purchasing Department of 0.4 FTE:** Request the Board approve the additional 0.4 FTE to the Purchasing Department and that the part-time Property Control Agent position be made a full-time position. (Submitted by Holly Durrance, Interim Purchasing Manager)

7-j) **Consideration of Flagler County Tourist Development Council Revision of Guidelines and Application for Fund 109 Capital Projects:** Request the Board approve the Flagler County Tourist Development Office Revised Guidelines and Application for Fund 109 as approved to form by the County Attorney. (Submitted by Amy Lukasik, Tourism Development Director)

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

8-a) **Consideration of a Resolution Recommending Project Health be approved as a Qualified Target Industry (QTI) Business and Request a Waiver of Local Financial Match:** Request the Board approve and authorize the execution of a resolution recognizing Project Health as a Qualified Target Industry (QTI) and request the waiver of the local match. (Submitted by Helga van Eckert, Economic Opportunity Development Director)

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

   **Quasi-Judicial Process:** The audience should refrain from clapping, booing or shouts of approval or disagreement. To avoid potential legal ramification and possible overturning of a decision by the Courts, a public hearing must be fair in three respects: form, substance and appearance.

   Time limits will be observed:
   - **Staff** – 10 minute presentation.
   - **Applicant** – 15 minute presentation (unless time extended by consensus of Board).
   - **Public Comment** – 3 minutes per speaker, 5 minutes if speaking on behalf of a group.
   - **Applicant Rebuttal and Closing Staff Comments** – 10 minutes each.

9-a) **QUASI-JUDICIAL – Application #3190 – Amendment to the Development Agreement in a PUD for Seaside Landings. Parcel Numbers: 38-12-5445-00000-00A0 through -00E0, and 38-12-31-5445-00000-0010 through -0990; 250+/- acres; Owner/Applicant: Bulow Shores Homeowners Association, Inc. (Project #AR-000030-2019):** Options for the Board; 1) Approval; 2) Denial; or 3) Table. (Submitted by Adam Mengel, Growth Management Director)

10. **Additional Reports and Comments:**

    10-a) **County Administrator Report/Comments**

    10-b) **County Attorney Report/Comments**

    10-c) **Commission Action**

    10-d) **Community Outreach:** This thirty-minute time period has been allocated for public comment for items not of 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-e) Commission Reports/Comments

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.