



Flagler County Board of County Commissioners Agenda

March 20, 2017 • 5:00 p.m.

REVISED

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:** None
 - 4b) **Proclamations:**
 - 1) Equal Pay Day 2017
 - 2) Water Conservation Month 2017
 - 3) Crime Victims' Rights Week, April 2-8, 2017
 - 4c) **Presentation:** Tobacco 21 by FPC SWAT (Students Working Against Tobacco)
 5. Community Outreach: *A thirty-minute time has been allocated at the beginning of the meeting for public comment. Each speaker will be allowed up to three (3) minutes to address the Commission on any consent agenda item or other topics not on the agenda. Any speaker who is unable to speak within this Community Outreach period will be allowed to speak during the Community Outreach portion at the end of the meeting.*
 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 - 6a) **Bills and Related Reports:** Request the Board approve the report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court and the Revenue Collected Report presented in compliance with the provisions of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) February 24, 2017 Disbursement Report for Week Ending
 - 2) March 3, 2017 Disbursement Report for Week Ending
 - 6b) **Approval of Board Meeting Minutes:** Request the Board approve the minutes from the following Meetings:
 - 1) February 20, 2017 Joint Special Meeting
 - 2) February 20, 2017 Regular Meeting
- Sheriff:**
- 6c) **Law Enforcement Trust Funds:** Request the Board approve allocation from the Law Enforcement Trust Funds to donate to:
 - 1) \$1,500 Central Florida Boy Scouts of America
 - 2) \$1,500 Boys and Girls Clubs of Volusia/Flagler Counties

7. Consent: BOCC Departments:

- 7-a) Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency:** Request the Board ratify the Proclamations Extending the State of Local Emergency.
- 7-b) Consideration of a Fiscal Year 2016/2017 Grant Agreement with the Florida Department of Environmental Protection (FDEP) for a Small County Consolidated Solid Waste Grant in the Amount of \$90,909.00:** Request the Board approve the grant agreement with the Florida Department of Environmental Protection (FDEP) Solid Waste Grant in the amount of \$90,909.00 and authorize the County Administrator to execute all the associated documents related to the agreement, full implementation, and closeout, including, but not limited to, serving as the authorized representative for reimbursements of the grant.
- 7-c) Consideration of Bid Award 17-025B to Wise Builders, LLC., East Coast Building Corp., and Florida Retrofits, Inc. for Home Improvements Associated with the Residential Construction Mitigation Program (RCMP) in the Amount of \$101,868.00:** Request the Board approve Bid Award 17-025B to Wise Builders, LLC., East Coast Building Corp., and Florida Retrofits, Inc. for Home Improvements Associated with the Residential Construction Mitigation Program (RCMP) in the Amount of \$101,868.00 and the County Administrator to issue purchase orders.
- 7-d) Consideration of an Agreement for the Assignment of Development Rights, Permits, Licenses and Contracts Between Flagler County and the City of Palm Coast for the Matanzas Woods Parkway and Old Kings Road Extension Project:** Request the Board approve the agreement for the Assignment of Development Rights, Permits, Licenses and Contracts and authorize the Chair to execute the deeds transferring approximately 293 acres to the City of Palm Coast.
- 7-e) Consideration of Property Exchange Between the City of Palm Coast and Matanzas Holdings, LLC for Previously Owned County Land Deeded to the City:** Request the Board approve the property exchange between the City of Palm Coast and Matanzas Holdings, LLC and authorize the County Administrator to execute the letter of approval.
- 7-f) Consideration of Granting a Non-Exclusive Utility Easement Agreement to the City of Palm Coast for Water and Sewer Lines to Support the Florida Army National Guard Development and Future Airport Development:** Request the Board approve the granting of a 40-foot non-exclusive utility easement agreement to support the water and sewer lines located on the south side of Airport Executive Drive and authorize the Chair to execute the agreement as approved to form by the County Attorney and approved by the County Administrator.
- 7-g) Consideration of Resolution Adopting the 2016 Comprehensive Emergency Management Plan:** Request the Board approve the Resolution adopting the Comprehensive Emergency Management Plan and authorize the Chair to sign the Promulgation Letter.
- 7-h) Consideration of a Deed Transferring Property to the Flagler County School Board:** Request the Board approve the transfer of 7.66 acres to the Flagler County School Board and authorize the Chair to execute the agreement as approved to form by the County Attorney and approved by the County Administrator.
- 7-i) Approval of Interlocal Agreement and Quitclaim Deed Transferring to the City of Palm Coast Bulldog Drive, Midway Drive within the Midway Park Subdivision, and**

Family Avenue, Dunson Avenue and Jarosz Street within the Whispering Pines Subdivision: Request the Board approve the Interlocal Agreement and Quitclaim Deed transferring to the City of Palm Coast Bulldog Drive, Midway Drive within the Midway Park Subdivision, and Family Avenue, Dunson Avenue and Jarosz Street within the Whispering Pines Subdivision, as approved to form by the County Attorney.

7-j) Consideration of a Tourism Capital Improvement Project (Fund 109)

8. **General Business:** *General Business Presentations Limited to 15 Minutes with Individual Speaker Comments Limited to 3 Minutes Each Speaker per Adopted Commission Meeting Procedures*

8-a) Consideration of Multiple Resolutions Supporting or Opposing Proposed Legislative Items with Potential Funding and/or Home Rule Impacts to Flagler County:

Request the Board approve resolution:

08(a)1 Enterprise Florida - Retain and continue to fully fund the State Program.

08(a)2 Visit Florida - Retain and continue to fully fund the State Program.

08(a)3 Home Rule Authority – Oppose loss of ordinance and regulations currently in effect in Flagler County.

08(a)4 Short-Term Vacation Rental - Retain local zoning authority

08(a)5 Department of Transportation District - Flagler County to remain in District 5.

08(a)6 Tax Increase - Additional Reporting Requirement and Public Notice Requirements

08(a)7 Local Option Taxes – Oppose required referendum to increase property tax, local option taxes and new tax supported debt.

and; authorize the County Administrator to transmit the letter and resolutions to the members of the Flagler County Legislative Delegation, Executive Director of the Florida Association of Counties and Florida City County Management Association.

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

9-a) Re-issuance of Ordinance Adopting an Amendment to Flagler County Ordinance 2006-20 Providing for an Amendment to the Harbor View Marina PUD Development Agreement:

Request the Board re-issue the ordinance amending the PUD development agreement and site development plan for the Harbor View Marina PUD.

- 9-b) QUASI-JUDICIAL – Application #3043 – Application for Review of a Notice of Proposed Change (NOPC) and an Amendment to an Approved Planned Unit Development (PUD) Development Agreement and Site Development Plan for the Bulow Plantation Development of Regional Impact (DRI); Parcel Numbers: 38-12-31-0000-04050-0010 and 38-12-31-0000-04050-0030; Owner: MHC Bulow Plantation, LLC, and MHC Bulow Plantation Two, LLC, respectively; Agent: Mark W. Shelton, AICP, Kimley-Horn and Associates, Inc.:** Request the Board open and continue the public hearing for the Bulow Plantation DRI NOPC and amendment to the PUD Development Agreement and Site Development Plan to the Board's April 17, 2017 regular meeting at 5:30 p.m.

- 9-c) QUASI-JUDICIAL – Request for Approval of Planned Unit Development (PUD) Development Agreement and Site Development Plan for the Celedine at Hunter's**

Ridge PUD, Consisting of 39.83+/- Acres North of Airport Road and East of Hunter's Ridge Boulevard Extension (Parcel No. 22-14-31-0000-01010-0090); Owner: US Capital Alliance, LLC; Agent: Allan Feker, Managing Member, and Kimberly A. Buck, P.E., Alann Engineering Group, Inc. (Application #3059/Project #2016110002): Request the Board open and continue the public hearing for the Ordinance adopting the Celedine at Hunter's Ridge PUD (Planned Unit Development) to the Board's April 3, 2017 regular meeting at 9:30 a.m.

9-d) **QUASI-JUDICIAL – Request for Approval of the Preliminary Plat and Construction Plans for the Celedine at Hunter's Ridge PUD, Consisting of 39.83+/- Acres North of Airport Road and East of Hunter's Ridge Boulevard Extension (Parcel No. 22-14-31-0000-01010-0090); Owner: US Capital Alliance, LLC; Agent: Allan Feker, Managing Member, and Kimberly A. Buck, P.E., Alann Engineering Group, Inc. (Application #3060/Project #2016110003):** Request the Board open and continue the public hearing for the Preliminary Plat for Celedine at Hunter's Ridge PUD (Planned Unit Development) to the Board's April 3, 2017 regular meeting at 9:30 a.m.

9-e) **Consideration of an Ordinance Levying Fifth Cent (Additional 1%) of Tourist Development Tax and Amend the Percentage Distribution of Tourism Development Tax:** Recommend approval of the Ordinance levying the Fifth Cent of tourism tax as provided for in F.S.125.0104 and amend the tax distribution schedules as per Option 2 as recommended modifying the original proposal by changing the first years distribution schedule to 40% Fund 110 Promotional and 60% Fund 111 Beach Re-nourishment.

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:** *A thirty-minute time has been allocated at the end of the meeting for public comment. Each speaker will be allowed up to three minutes to address the Commission on items not on the agenda.*

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.

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
DESIGNATING APRIL 4, 2017 AS
“EQUAL PAY DAY” IN FLAGLER COUNTY, FLORIDA.**

WHEREAS, more than 50 years after the passage of the Equal Pay Act, women, especially minority women, continue to suffer the consequences of unequal pay; and

WHEREAS, according to the U.S. Census Bureau, women working full time, year round in 2017 typically earned 88 percent of what men earned, indicating little change or progress in pay equity; and

WHEREAS, according to *Graduating to a Pay Gap*, a 2012 research report by the American Association of University Women (AAUW), the gender gap is evident one year after college graduation, even after controlling for factors known to affect earnings, such as occupation, hours worked and college major; and

WHEREAS, in 2009 the Lilly Ledbetter Fair Pay Act was signed into law, which gives back to employees their day in court to challenge a pay gap, and now we must pass the Paycheck Fairness Act, which would amend the Equal Pay Act by closing loopholes and improving the law’s effectiveness; and

WHEREAS, according to one estimate, college educated women working full time earn more than a half million dollars less than their male peers do over the course of a lifetime; and

WHEREAS, nearly four in 10 mothers are primary breadwinners in their households, and nearly two-thirds are primary or significant earners, making pay equality critical to families’ economic security; and

WHEREAS, a lifetime of lower pay means women have less income to save for retirement and less income counted in a Social Security or pension benefit formula; and

WHEREAS, fair pay equity policies can be implemented simply and without undue costs or hardship in both the public and private sectors; and

WHEREAS, fair pay strengthens the security of families today and eases future retirement costs while enhancing the American economy; and

WHEREAS, Tuesday, April 4th, symbolizes the time in 2017 when the wages paid to American women catch up to the wages paid to men from the previous year.

NOW THEREFORE, BE IT PROCLAIMED BY THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS that they hereby proclaim April 4, 2017 as “Equal Pay Day” in Flagler County Florida and urge all citizens of Flagler County, Florida, to recognize the full value of women’s skills and significant contributions to the labor force and further encourages businesses to conduct an internal pay evaluation to ensure women are being paid fairly.

Adopted this 20th day of March, 2017.

Attest:

Flagler County Board
of County Commissioners

Tom Bexley, Clerk of the
Circuit Court and Comptroller

Nate McLaughlin, Chair

**A PROCLAMATION OF THE
FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
DESIGNATING APRIL 2017 AS "WATER CONSERVATION MONTH"**

WHEREAS, water is a basic and essential need of every living creature; and

WHEREAS, The State of Florida, Water Management Districts and Flagler County are working together to increase awareness about the importance of water conservation; and

WHEREAS, Flagler County and the State of Florida have designated April, typically a dry month when water demands are most acute, Florida's Water Conservation Month, to educate citizens about how they can help save Florida's precious water resources; and

WHEREAS, Flagler County has always encouraged and supported water conservation, through various educational programs and special events; and

WHEREAS, every business, industry, school and citizen can make a difference when it comes to conserving water; and

WHEREAS, every business, industry, school and citizen can help by saving water and thus promote a healthy economy and community.

NOW, THEREFORE, THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS do hereby proclaim the month of April 2017 as "**Water Conservation Month**" in Flagler County and call upon the citizens and businesses of Flagler County to help protect this precious resource by practicing water saving measures and become more aware of the need to conserve water.

Adopted this 20th day of March, 2017.

ATTEST:

**FLAGLER COUNTY BOARD
OF COMMISSIONERS**

Tom Bexley, Clerk of the
Circuit Court and Comptroller

Nate McLaughlin
Chair

**A PROCLAMATION OF THE
FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
PROCLAIMING APRIL 2-8, 2017 AS "CRIME VICTIMS' RIGHTS WEEK"
IN FLAGLER COUNTY**

WHEREAS, Americans are the victims of more than 20 million crimes each year and crime can touch the lives of anyone regardless of age, national origin, race, creed, religion, gender, sexual orientation, or economic status; and

WHEREAS, the victim services community has worked for decades to create an environment for victims that is safe, supportive, and effective; and

WHEREAS, intervening early with services that support and empower victims provides a pathway to recovery from crime and abuse; and

WHEREAS, honoring the rights of victims, including the right to be heard and to be treated with fairness, dignity, and respect, and working to meet their needs rebuilds their trust in the criminal justice and social services systems; and

WHEREAS, serving victims and rebuilding their trust restores hope to victims and survivors, as well as their communities; and

WHEREAS, National Crime Victims' Rights Week, April 2-8, 2017 is an opportune time to commit to ensuring that all victims of crime – even those who are challenging to reach or serve – are offered culturally and linguistically accessible and appropriate services in the aftermath of crime; and to express our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice and peace.

NOW, THEREFORE, THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS do hereby proclaim the week of April 2-8, 2017 as "**CRIME VICTIMS' RIGHTS WEEK**" in Flagler County.

Adopted this 20th day of March, 2017

ATTEST:

FLAGLER COUNTY BOARD
OF COMMISSIONERS

Tom Bexley, Clerk and
Circuit Court Comptroller

Nate McLaughlin
Chair

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
Invoices Processed for week ending 02/24/2017

Date: 03/01/2017

Item 6a(1)

| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
|------------|---------|------------------------------------|----------------|---------------|---|---|
| 02/22/2017 | 160968 | FCBCC GROUP BENEFITS (P/R) | 20170224 | 13,530.75 | | PAYROLL SUMMARY |
| | | | | 13,530.75 | | |
| 02/22/2017 | 160969 | FCBCC GROUP BENEFITS FLEX PLAN | 20170224 | 1,114.07 | | PAYROLL SUMMARY |
| | | | | 1,114.07 | | |
| 02/22/2017 | 160970 | FLAGLER CO PROF FIREFIGHTERS ASSO | 20170224 | 852.00 | | PAYROLL SUMMARY |
| | | | | 852.00 | | |
| 02/22/2017 | 160971 | FLAGLER COUNTY COCC (P/R) | 20170224 | 25.00 | | PAYROLL SUMMARY |
| | | | | 25.00 | | |
| 02/22/2017 | 160972 | HARTFORD LIFE & ACCIDENT INSURANCE | 20170203 | 1,158.50 | | PAYROLL SUMMARY |
| | | | 20170210 | 1,161.76 | | PAYROLL SUMMARY |
| | | | 20170217 | 1,161.76 | | PAYROLL SUMMARY |
| | | | 20170224 | 1,161.76 | | PAYROLL SUMMARY |
| | | | | 4,643.78 | | |
| 02/22/2017 | 160973 | UNITED WAY OF VOLUSIA-FLAGLER, INC | 20170224 | 5.00 | | PAYROLL SUMMARY |
| | | | | 5.00 | | |
| 02/27/2017 | 160974 | AERO PARADISE INC | 9707 | 3,426.25 | | ANNUAL FLTR CHNGE/METER CALIBRATION-FUEL FARM |
| | | | | 3,426.25 | | |
| 02/27/2017 | 160975 | KIFAH ALKHATIB | 02/08/17 | 312.41 | | TVL REIMB:STUART,FL,FSBPA NATL CONF, 02/08-10 |
| | | | | 312.41 | | |
| 02/27/2017 | 160976 | AMANDA ROYER | 104744 | 100.00 | | PARKS DEPOSIT RFND-104744 HAW CREEK COMM.CENTER |
| | | | 104744 | 18.69 | | PARKS FEE REFUND-104744 HAW CREEK COMM.CENTER |
| | | | 104744 | 1.31 | | PARKS SLSTX REFUND-104744 HAW CREEK COMM.CENTER |
| | | | | 120.00 | | |
| 02/27/2017 | 160977 | AMERICAN HEALTH ASSOCIATES, INC | 24395636 | 13.05 | | SS INDIGENT HEALTH |
| | | | 24405342 | 22.26 | | SS INDIGENT HEALTH |
| | | | 24409501 | 7.20 | | SS INDIGENT HEALTH |
| | | | | 42.51 | | |

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
Invoices Processed for week ending 02/24/2017

Date: 03/01/2017

| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
|------------|---------|------------------------------|----------------|---------------|---|---|
| 02/27/2017 | 160978 | AMERICAN TOWER INC | 1131 | 3,700.62 | | TOWER SITE FEE-MAR 2017 MARINELAND |
| | | | 2131 | 3,700.62 | | TOWER SITE FEE-MAR 2017 JOHN ANDERSON PKWY |
| | | | | 7,401.24 | | |
| 02/27/2017 | 160979 | AMERIPATH FLORIDA LLC | 11F42672064 | 68.16 | | SS INDIGENT HEALTH |
| | | | | 68.16 | | |
| 02/27/2017 | 160980 | ASHLEY STOVER | 104810 | 100.00 | | PARKS DEPOSIT RFND-104810 PELLICER COMM.CENTER |
| | | | | 100.00 | | |
| 02/27/2017 | 160981 | ATLANTA JOURNAL CONSTITUTION | I00092447 | 3,000.00 | | ADS:DISPLAY-281,250 - TDO |
| | | | I00092447-1 | 4,500.00 | | ADS:PRE ROLL & POST ROLL 468,750 - TDO |
| | | | I00093206 | 4,500.00 | | ADS:PREMIUM DISPLAY - TDO |
| | | | | 12,000.00 | | |
| 02/27/2017 | 160982 | AUTO PLUS AUTO PARTS | 065029507 | 299.95 | | BRK PADS,FILTERS,BULBS, LINERS-PO NUM 023965 |
| | | | | 299.95 | | |
| 02/27/2017 | 160983 | AVIONICS INSTALLATIONS, INC. | 3086 | 320.00 | | FIREFLIGHT N911US REPAIRS C1-105 TRANSPONDER ANTENA |
| | | | | 320.00 | | |
| 02/27/2017 | 160984 | AYRES ASSOCIATES INC | 167303 | 44,595.00 | G | PROF SVCS:OLD DIXIE HWY RESURF,US1-I95 THRU 01/07 |
| | | | | 44,595.00 | | |
| 02/27/2017 | 160985 | BAKER & TAYLOR, INC | 5014423001 | 110.53 | | (3)BOOKS FOR BUNNELL LIBRARY |
| | | | 5014426970 | 692.20 | | (56)BOOKS FOR BUNNELL LIBRARY |
| | | | 5014427013 | 44.56 | | (2)BOOKS FOR LIBRARY |
| | | | 5014427014 | 247.99 | | (11)BOOKS FOR LIBRARY |
| | | | 5014427348 | 133.62 | | (5)BOOKS FOR LIBRARY |
| | | | 5014427349 | 28.27 | | (2)BOOKS FOR LIBRARY |
| | | | 5014436281 | 449.47 | | (25)BOOKS FOR LIBRARY |
| | | | 5014436282 | 136.36 | | (6)BOOKS FOR LIBRARY |
| | | | K89835540 | 67.45 | | (3)DVD FOR BUNNELL LIBRARY |
| | | | K89898670 | 68.95 | | (3)DVD FOR LIBRARY |

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
Invoices Processed for week ending 02/24/2017

Date: 03/01/2017

| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
|------------|---------|-----------------------------------|----------------|------------------|---|--|
| 02/27/2017 | 160985 | BAKER & TAYLOR, INC | K89926740 | 14.65 | | (1)DVD FOR BUNNELL LIBRARY |
| | | | K90441270 | 166.95 | | (10)DVD FOR LIBRARY |
| | | | K90506710 | 93.69 | | (4)DVD FOR BUNNELL LIBRARY |
| | | | K90506720 | 93.69 | | (4)DVD FOR LIBRARY |
| | | | | 2,348.38 | | |
| 02/27/2017 | 160986 | BETTER BARRICADES INC | 00255709 | 700.00 | | BARRICADES-FREEDOM FEST 11/10/2016-11/13/2016 |
| | | | | 700.00 | | |
| 02/27/2017 | 160987 | BLUE CROSS BLUE SHIELD OF FLORIDA | MAR 2017 | 35,590.50 | | GROUP BILLING SUMMARY FOR ADMIN FEES - MARCH 2017 |
| | | | | 35,590.50 | | |
| 02/27/2017 | 160988 | BOULEVARD TIRE CENTER | 27-GS63437 | 1,933.90 | | 425/65R22.5 & 225/70R19.5 TIRES-PO#023967 |
| | | | 27-GS63438 | 3,482.75 | | MISC SIZE TIRES PO NUM 023967 |
| | | | 27-GS63478 | 1,866.45 | | 245/55WR18 FSTONE TIRES PO NUM 023967 |
| | | | | 7,283.10 | | |
| 02/27/2017 | 160989 | BOUND TREE MEDICAL LLC | 82400881 | 6,370.72 | | MISC MED SUPPLIES & MEDS FOR FIRE/RESCUE |
| | | | | 6,370.72 | | |
| 02/27/2017 | 160990 | BREAK THE CYCLE | JAN 2017 | 3,125.00 | | OUTPATIENT SUBSTNCE ABUSE TRTMNT SVCS-JAN 2017 |
| | | | | 3,125.00 | | |
| 02/27/2017 | 160991 | BRIGHT HOUSE MEDIA STRATEGIES | INV-1645557 | 800.00 | | TV ADVERTISINIG - TDO ORDER # 11336903 |
| | | | | 800.00 | | |
| 02/27/2017 | 160992 | BRYAN MCCLOSKEY | 104158-1 | 37.38 | | PARKS FEE REFUND-104158 PPP CAMPSITE MOODY CUT&1 |
| | | | 104158-1 | 2.62 | | PARKS SLSTX REFUND-104158 PPP CAMPSITE MOODY CUT&1 |
| | | | | 40.00 | | |
| 02/27/2017 | 160993 | BURNS SUPPLY COMPANY | 130720 | 220.10 | | HAND SANITIZERS PO NUM 024463 |
| | | | 130888 | 756.00 | | FOAM SOAP ANTIBACT W/MOIS PO NUM 024472 |
| | | | 131177 | 85.78 | | JETSTREAM CARPET CLEANER PO NUM 023969 |
| | | | | 1,061.88 | | |
| 02/27/2017 | 160994 | C & S ENGINEERS INC | 0162675 | 11,500.00 | G | PROF SVCS:11/12-12/09/16 WILDLIFE HAZARD ASSESSMNT |

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|------------|---------|------------------------------------|----------------|---------------|---|--|
| 02/27/2017 | 160994 | C & S ENGINEERS INC | 0163097 | 5,750.00 | G | PROF SVCS:12/10-12/31/16 WILDLIFE HAZARD ASSESSMNT |
| | | | | 17,250.00 | | |
| 02/27/2017 | 160995 | CARDIOVASCULAR CONSULTANTS | 41242-3 | 107.69 | | SS INDIGENT HEALTH |
| | | | | 107.69 | | |
| 02/27/2017 | 160996 | CARE HERE LLC | INV14222 | 16,652.00 | | CARE HERE PROGRAM FEES FEBRUARY 2017 |
| | | | INV14557 | 34,152.14 | | MEDICAL SVCS FOR EMP.HLTH CLNC,PER END 01/21/17 |
| | | | | 50,804.14 | | |
| 02/27/2017 | 160997 | CARMEUSE LIME & STONE, INC | 93313766 | 5,509.53 | | LIME STONE-PEBBLE BULK FOR PLANT BAY |
| | | | | 5,509.53 | | |
| 02/27/2017 | 160998 | CDW GOVERNMENT LLC | GBT6930 | 596.84 | | (1) ADOBE ALL APPS SOFTWR FOR IT |
| | | | GCN2714 | 1,225.00 | | MS PRO 4 8GB PROD BUNDLE FOR TDO |
| | | | GLR6015 | 15,244.50 | | NEW COMPUTER & ACCESORIES IT DEPT |
| | | | | 17,066.34 | | |
| 02/27/2017 | 160999 | CENGAGE LEARNING INC. | 59552336 | 20.79 | | (1)BOOK FOR THE LIBRARY |
| | | | 59891667 | 22.39 | | (1)BOOK FOR THE LIBRARY |
| | | | 59973474 | 43.19 | | (2)BOOKS FOR THE LIBRARY |
| | | | | 86.37 | | |
| 02/27/2017 | 161000 | CENTRAL FLORIDA CONTROLS LLC | 7763 | 834.66 | | SVC CALL-EAGLE LAKES- FLOW METER INSTALL |
| | | | | 834.66 | | |
| 02/27/2017 | 161001 | CHILDREN'S HOME SOCIETY OF FLORIDA | 201701 | 3,450.32 | G | SAFEHAVEN GRANT ADMN SVCS JANUARY 2017 |
| | | | | 3,450.32 | | |
| 02/27/2017 | 161002 | CINTAS CORPORATION | 149310063 | 5.04 | | MAT RNTL/CLNG SVC-12/16 AIRPORT |
| | | | 149310809 | 5.00 | | UNFRM RNTL/CLNG SVC-12/21 AIRPORT |
| | | | 149312224 | 5.00 | | UNFRM RNTL/CLNG SVC-12/28 AIRPORT |
| | | | 149313625 | 5.00 | | UNFRM RNTL/CLNG SVC-1/04 AIRPORT |
| | | | 149315007 | 5.00 | | UNFRM RNTL/CLNG SVC-1/11 AIRPORT |
| | | | 149315699 | 5.04 | | UNFRM RNTL/CLNG SVC-1/13 AIRPORT |

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| 02/27/2017 | 161002 | CINTAS CORPORATION | 149316433 | 5.00 | | UNFRM RNTL/CLNG SVC-1/18 AIRPORT |
| | | | 149317862 | 5.00 | | UNFRM RNTL/CLNG SVC-1/25 AIRPORT |
| | | | 149319290 | 5.00 | | UNFRM RNTL/CLNG SVC-2/01 AIRPORT |
| | | | 149320692 | 5.00 | | UNFRM RNTL/CLNG SVC-2/08 AIRPORT |
| | | | 149321187 | 180.46 | | UNIFRM RNTL/CLNG SVC-2/10 FACILITIES |
| | | | 149321187 | 48.74 | | UNIFRM RNTL/CLNG SVC-2/10 FLEET |
| | | | 149321187 | 9.66 | | UNIFRM RNTL/CLNG SVC-2/10 GEN SVCS ADMIN |
| | | | 149321187 | 72.57 | | UNIFRM RNTL/CLNG SVC-2/10 PARKS |
| | | | 149321187 | 4.02 | | UNIFRM RNTL/CLNG SVC-2/10 PARKS-BULLCREEK |
| | | | 149321187 | 12.63 | | UNIFRM RNTL/CLNG SVC-2/10 PARKS-PPP |
| | | | 149321187 | 12.62 | | UNIFRM RNTL/CLNG SVC-2/10 PLANT BAY WASTEWATER |
| | | | 149321187 | 12.61 | | UNIFRM RNTL/CLNG SVC-2/10 PLANT BAY-WATER |
| | | | 149321187 | 151.33 | | UNIFRM RNTL/CLNG SVC-2/10 TRANSPORTATION |
| | | | 149321187 | 3.66 | | UNIFRM RNTL/CLNG SVC-2/10 UTILITIES-WASTEWATER |
| | | | 149321187 | 3.67 | | UNIFRM RNTL/CLNG SVC-2/10 UTILITIES-WATER |
| | | | 149321194 | 34.07 | | SHOP TWL,FNDR CVR RNTL/ CLNG SVC-2/10,FLEET |
| | | | 149321394 | 5.04 | | MAT RNTL/CLNG SVC-2/10 AIRPORT |
| | | | 149322117 | 5.00 | | UNFRM RNTL/CLNG SVC-2/15 AIRPORT |
| | | | | 606.16 | | |
| 02/27/2017 | 161003 | CITY OF PALM COAST - UTILITY ASST | 657466-43730 | 213.79 | | UTIL ASSISTANCE |
| | | | | 213.79 | | |
| 02/27/2017 | 161004 | CITY OF PALM COAST -UTILITY DEPT | 15489 0117 | 130.04 | | SENIOR SERVICES 12/22/16-01/23/17 |
| | | | | 130.04 | | |
| 02/27/2017 | 161005 | COMMUNICATION INTERNATIONAL | INV1700501 | 1,512.00 | | ASSMBLY,SWITCH MODULE FOR EMERGENCY MGMT |
| | | | INV1700658 | 2,127.50 | | REPLACE OBSTRUCTION LIGHT DEPLOYMENT OF TOWER CREW |
| | | | INV1700658 | 357.96 | | REPLACE OBSTRUCTION LIGHT LAMP,FLASH,VAR ELECTRICL |
| | | | | 3,997.46 | | |

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|------------|---------|-------------------------------------|-----------------|---------------|---|--|
| 02/27/2017 | 161006 | CROWN CASTLE USA INC | 3132 | 2,995.34 | | TOWER SITE FEE-MAR 2017 CODY'S CORNER |
| | | | | 2,995.34 | | |
| 02/27/2017 | 161007 | DBT TRANSPORTATION SERVICES, LLC | 747 | 18,952.00 | | REPAIRS TO EQUIP (AWOS) AIRPORT |
| | | | | 18,952.00 | | |
| 02/27/2017 | 161008 | EAST COAST PATHOLOGY OF FLORIDA, PA | 57060999.1 | 11.50 | | S0 INDIGENT INMATE HEALTH |
| | | | 57060999.1-2 | 7.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 57060999.1-3 | 13.88 | | S0 INDIGENT INMATE HEALTH |
| | | | 57060999.1-4 | 23.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 57060999.1-5 | 8.50 | | S0 INDIGENT INMATE HEALTH |
| | | | 57060999.1-6 | 8.50 | | S0 INDIGENT INMATE HEALTH |
| | | | 57060999.1-7 | 8.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 57060999.1-8 | 5.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 57070264.1 | 14.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 57070264.1-1 | 5.50 | | S0 INDIGENT INMATE HEALTH |
| | | | 57070381.1 | 10.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 57071193.1 | 7.50 | | S0 INDIGENT INMATE HEALTH |
| | | | | 122.38 | | |
| 02/27/2017 | 161009 | EASTERN AVIATION FUELS INC | 2681845 | 17,490.30 | | JET FUEL 7942 GALL-AIRPRT |
| | | | 2695589 | 16,982.78 | | JET FUEL 7946 GALL-AIRPRT |
| | | | 2698008 | 26,600.78 | | AVGAS 8477 GALLONS-ARPRT |
| | | | R2676867 | 1,100.00 | | JET &AVGAS TRUCK RENTAL JAN 2017 - AIRPORT |
| | | | R2693556 | 1,100.00 | | JET &AVGAS TRUCK RENTAL FEB 2017 - AIRPORT |
| | | | | 63,273.86 | | |
| 02/27/2017 | 161010 | EMERGENCY MEDICINE PROFESSIONALS,PA | 111X2187514XP | 178.90 | | S0 INDIGENT INMATE HEALTH |
| | | | 111X2393342XP-1 | 121.10 | | S0 INDIGENT INMATE HEALTH |
| | | | 111X2782014XP | 178.90 | | S0 INDIGENT INMATE HEALTH |
| | | | 111X6329781XP-3 | 229.28 | | S0 INDIGENT INMATE HEALTH |

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|------------|---------|-------------------------------------|-----------------|---------------|---|--|
| 02/27/2017 | 161010 | EMERGENCY MEDICINE PROFESSIONALS,PA | 111X6329781XP-4 | 178.90 | | S0 INDIGENT INMATE HEALTH |
| | | | 111X6477326XP-1 | 178.90 | | S0 INDIGENT INMATE HEALTH |
| | | | 111X760437XP | 229.28 | | S0 INDIGENT INMATE HEALTH |
| | | | | 1,295.26 | | |
| 02/27/2017 | 161011 | EMPIRE COMPUTING & CONSULTING, INC. | 11587 | 60.00 | | EMPIRE/FPL FIBERNET EQUIP MTCE-FEB 2017 |
| | | | | 60.00 | | |
| 02/27/2017 | 161012 | ENVIRONMENTAL CONTROL SYSTEMS INC | 22172 | 250.00 | | PUMP&CLEAN BCKWSH STORAGE TANK-HIDDEN TRLS 01/10 |
| | | | 22173 | 725.00 | | PUMP&CLEAN TANK-BULL CRK |
| | | | 22175 | 250.00 | | PUMP&CLEAN TANK-BULL CRK |
| | | | 22180 | 250.00 | | PUMP&CLEAN BCKWSH STORAGE TANK-HIDDEN TRLS 01/17 |
| | | | | 1,475.00 | | |
| 02/27/2017 | 161013 | ENVIRONMENTAL LAND SERVICES OF | 67602 | 200.00 | | OAK MULCH DELIVERED TO AG MUSEUM-1/09/17 |
| | | | | 200.00 | | |
| 02/27/2017 | 161014 | FASTENAL COMPANY | FLORM26945 | 46.45 | | MASTER LOCKS PO NUM 023971 |
| | | | FLORM26945 | 69.03 | | POLY PRO BRUSHES PO NUM 023971 |
| | | | FLORM26945 | 86.47 | | SFTY GLASSES PO NUM 023971 |
| | | | FLORM26945 | 37.99 | | STEEL SHOVELS PO NUM 023971 |
| | | | FLORM26945 | 117.62 | | W/S RPR KITS-PLUMBING PO NUM 023971 |
| | | | FLORM27053 | 19.73 | | 3-VOLT LITHIUM BATTERIES PO NUM 023971 |
| | | | FLORM27053 | 40.49 | | EARMUFFS PO NUM 023971 |
| | | | FLORM27053 | 282.61 | | LEATHER MECHANICS GLOVES PO NUM 023971 |
| | | | FLORM27053 | 63.38 | | MISC TRUCK PART, GREEN PNT PO NUM 023971 |
| | | | FLORM27053 | 6.98 | | RAZOR BLADES PO NUM 023971 |
| | | | FLORM27053 | 8.22 | | WHISK BROOMS PO NUM 023971 |
| | | | | 778.97 | | |
| 02/27/2017 | 161015 | FLAGLER COUNTY HEALTH DEPARTMENT | 01180088862 | 37.46 | | SO INDIGENT INMATE DENTAL |
| | | | | 37.46 | | |

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| 02/27/2017 | 161016 | FLAGLER HUMANE SOCIETY INC | 176 | 1,735.00 | | ANIMAL INTAKE,HOUSING,& OTHER SERVICES-JAN 2017 |
| | | | 72 | 2,150.00 | | SPAY/NEUTER REBATE PRGRM JANUARY 2017 |
| | | | | 3,885.00 | | |
| 02/27/2017 | 161017 | FLAGLER OB GYN PA | 10973 | 73.17 | | SS INDIGENT HEALTH |
| | | | | 73.17 | | |
| 02/27/2017 | 161018 | FLORIDA AIRPORTS COUNCIL | 10281 | 990.00 | | ANNL MEMBRSHIP DUES FY17 -AIRPORT |
| | | | | 990.00 | | |
| 02/27/2017 | 161019 | FLORIDA DRUG TESTING INC. | 032659 | 450.00 | | (6)DRUG SCREENS-PRETRIAL FEB 2017 |
| | | | | 450.00 | | |
| 02/27/2017 | 161020 | FLORIDA JANITOR & PAPER SUPPLY INC | 292846 | 304.20 | | SPONGES,CLNR,ESSENCE,WAX- O-WSH,MOPS-PO#023972 |
| | | | | 304.20 | | |
| 02/27/2017 | 161021 | FLORIDA POWER & LIGHT COMPANY | 0104314372 0117 | 55.96 | | WP SOCCER LIGHTS CENTRAL 01/11/17-02/09/17 |
| | | | 0136680451 0117 | 10.88 | | 2200 E MOODY-SCOREBOARD 01/11/17-02/09/17 |
| | | | 0368849469 0117 | 483.55 | | WP SKATE PARK 01/11/17-02/09/17 |
| | | | 0572442036 0117 | 53.69 | | WP SOCCER LIGHTS SOUTH 01/11/17-02/09/17 |
| | | | 2298508843 0117 | 107.18 | | WP TENNIS COURTS 01/11/17-02/09/17 |
| | | | 2299506879 0117 | 187.31 | | WP RAQUETBALL COURT 01/11/17-02/09/17 |
| | | | 2613118278 0117 | 981.78 | | WP SOCCER LIGHTS WEST 01/11/17-02/09/17 |
| | | | 6287121559 0117 | 122.43 | | TRFFC SGNL@CLBRT LN&CR302 01/04/17-02/02/17 |
| | | | 6287121559 1216 | 122.43 | | TRFFC SGNL@CLBRT LN&CR302 12/02/16-01/04/17 |
| | | | 9060043370 0117 | 23.81 | | O/L@WP HANDBALL COURT 01/11/17-02/09/17 |
| | | | 9552197320 0117 | 552.83 | | 1000 W MATANZAS WDS PKWY 01/03/17-02/01/17 |
| | | | 9552197320 1116 | 535.54 | | 1000 W MATANZAS WDS PKWY 11/01/16-12/01/16 |
| | | | 9552197320 1216 | 552.83 | | 1000 W MATANZAS WDS PKWY 12/01/16-01/03/17 |
| | | | 9617602991 0117 | 120.10 | | TRFFC SGNL @ SR100 & OKR 01/04/17-02/02/17 |
| 9617602991 1216 | 120.10 | | TRFFC SGNL @ SR100 & OKR 12/02/16-01/04/17 | | | |
| | | | | 4,030.42 | | |

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|------------|---------|-------------------------------------|----------------|-----------------|---|---|
| 02/27/2017 | 161022 | FLORIDA POWER & LIGHT COMPANY-ASSIS | 23652-57167-1 | 216.70 | | UTILITY ASSISTANCE |
| | | | 30350-64470 | 267.43 | | UTIL ASSISTANCE |
| | | | 33844-35164 | 300.00 | | UTILITY ASSISTANCE |
| | | | 88120-91596 | 101.56 | | UTILITY ASSISTANCE |
| | | | | 885.69 | | |
| 02/27/2017 | 161023 | FLORIDA RETINA INSTITUTE | 3547400 | 107.69 | | SS INDIGENT HEALTH |
| | | | | 107.69 | | |
| 02/27/2017 | 161024 | MAXINE RUTH FLOYD HUNTER | 01/31/17 | 112.64 | | MILE REIMB:ORLND0 FL 1/31 TENURE/PROMOTION WKSHP |
| | | | | 112.64 | | |
| 02/27/2017 | 161025 | FRIENDS ASSISTING SENIORS &FAMILIES | 607493 | 65.28 | | HMK 12/21,12/23 |
| | | | | 65.28 | | |
| 02/27/2017 | 161026 | GRAYBAR ELECTRIC COMPANY INC | 989667892 | 253.24 | | LGHTNG RPLCMNT KITS,LAMPS PO NUM 023975 |
| | | | | 253.24 | | |
| 02/27/2017 | 161027 | GREGSON & CO, LLC | 000157 | 2,590.00 | | WIN ED CONF REGIS:12/04- 12/6,SC-AUSTIN,VANECKERT |
| | | | | 2,590.00 | | |
| 02/27/2017 | 161028 | HAWKINS INC. | 4009898 | 449.28 | | CHEMICALS FOR P.B.WTP |
| | | | 4009913 | 95.00 | | CHEMICALS FOR P.B.WTP |
| | | | 4009989 | 406.96 | | CHEMICALS FOR P.B.WWTP |
| | | | 4020697 | 422.40 | | CHEMICALS FOR P.B.WTP |
| | | | 4020825 | 281.60 | | CHEMICALS FOR P.B.WWTP |
| | | | 4024531 | 389.12 | | CHEMICALS FOR P.B.WTP |
| | | | 4024532 | 285.75 | | CHEMICALS FOR P.B.WTP |
| | | | 4027567 | 162.25 | | CHEMICALS FOR EAGLE LAKES |
| | | | 4027682 | 439.04 | | CHEMICALS FOR PB WTP |
| | | | | 2,931.40 | | |
| 02/27/2017 | 161029 | HDR ENGINEERING INC | 1200031315 | 3,200.00 | | WA-7,CNTRCT# Q038-0-2015 OKR C&D LANDFILL |
| | | | 1200032860 | 3,800.00 | | WA-8,CNTRCT# Q038-0-2015 OKR CLASS I LANDFILL |

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| | | | | 7,000.00 | | |
| 02/27/2017 | 161030 | HOME HELPERS | 2017-01-3B | 2,649.20 | | HMK 01/01-01/31/17 |
| | | | 2017-01-CCE | 11,158.80 | | HMK 01/01-01/31/17 |
| | | | | 13,808.00 | | |
| 02/27/2017 | 161031 | HOMETEC HANDYMAN SERVICES | DISASTER ASSTNC | 250.00 | | SS DISASTER ASSISTANCE [REDACTED] |
| | | | | 250.00 | | |
| 02/27/2017 | 161032 | HOYLE, TANNER & ASSOCIATES, INC | 0057057 | 3,050.00 | G | PROF SVC:PHSE II-S.ENTRNC RD@AIRPORT,11/27-12/31/16 |
| | | | 0057174 | 49,367.95 | G | PROF SVCS:RNWAY 11-29 EXT 01/01/17-01/28/17 |
| | | | | 52,417.95 | | |
| 02/27/2017 | 161033 | INTERSTATE BATTERY SYSTEMS OF COAST | 20180918 | 631.16 | | MISC SIZE BATTERIES PO NUM 023976 |
| | | | | 631.16 | | |
| 02/27/2017 | 161034 | J&J AUTO BODY | 7377 | 3,559.60 | | VEH REPAIR-2014 WHITE FRD FCSO# 5317 |
| | | | | 3,559.60 | | |
| 02/27/2017 | 161035 | JMI STAFFING SOLUTIONS, INC | 11052 | 3,494.88 | | STAFFING SRVCS@AG MUSEUM WEEK ENDING 2/12/17 |
| | | | | 3,494.88 | | |
| 02/27/2017 | 161036 | KAYLA DECKER | 104975 | 100.00 | | PARKS DEPOSIT RFND-104975 HAW CREEK COMM.CENTER |
| | | | 104975 | 158.88 | | PARKS FEE REFUND-104975 HAW CREEK COMM.CENTER |
| | | | 104975 | 11.12 | | PARKS SLSTX REFUND-104975 HAW CREEK COMM.CENTER |
| | | | | 270.00 | | |
| 02/27/2017 | 161037 | KETRING POWER TECHNOLOGIES LLC | 301129 | 800.00 | | AWOS FAA ANNUAL INSPECTN 11/21/2016 |
| | | | | 800.00 | | |
| 02/27/2017 | 161038 | KRISTI MASON | 104928 | 100.00 | | PARKS DEPOSIT RFND-104928 H.C.KING PAVILION |
| | | | | 100.00 | | |
| 02/27/2017 | 161039 | LAKWOOD II | DEC 2016 J.F. | 250.00 | | DEC 16 RENTAL ASSISTANCE |
| | | | FEB 2017 L.L. | 400.00 | | FEB 17 RENTAL ASSISTANCE |
| | | | | 650.00 | | |
| 02/27/2017 | 161040 | LIDIYA KOLESNIK REALTY INC. | JAN 2017 D.N. | 400.00 | | JAN 17 RENTAL ASSISTANCE |
| | | | | 400.00 | | |

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|------------|---------|------------------------------------|-----------------|---------------|---|--|
| 02/27/2017 | 161041 | MADDEN MEDIA | 201606812 | 1,416.67 | | VISITFL SITE RETARGETING CO-OP2016-DEC 2016-TDO |
| | | | 201700431 | 1,416.67 | | VISITFL SITE RETARGETING CO-OP2017-JAN 2017-TDO |
| | | | | 2,833.34 | | |
| 02/27/2017 | 161042 | MANSFIELD OIL COMPANY | 127476 | 16,427.37 | | 87 UNL W/10%ETH,8473 GAL. PO NUM 023982 |
| | | | | 16,427.37 | | |
| 02/27/2017 | 161043 | MARTHA ESTBERG | 104346 | 100.00 | | PARKS DEPOSIT RFND-104346 HAMMOCK COMMUNITY CENTER |
| | | | | 100.00 | | |
| 02/27/2017 | 161044 | MASSEY SERVICES INC | 16/17 ENTERPRSE | 200.00 | | TERMITE PROTECTN-E.LEASNG @AIRPORT,2/5/17-2/5/18 |
| | | | 16/17 NTL GUARD | 553.00 | | TERMITE PROTECTION-E.HNGR 02/05/17-02/05/18 |
| | | | | 753.00 | | |
| 02/27/2017 | 161045 | MAUDLIN INTERNATIONAL TRUCKS | VI89516 | 322.20 | | TOWELS PO NUM 024474 |
| | | | | 322.20 | | |
| 02/27/2017 | 161046 | MCKESSON MEDICAL-SURGICAL INC | 92242005 | 368.94 | | MEDS FOR EMP.HLTH CLINIC |
| | | | 92242005 | 1,079.08 | | SUPPLIES FOR EMP.HEALTH CLINIC |
| | | | 93785903 | 29.34 | | SUPPLIES FOR EMP HEALTH CLINIC |
| | | | 93797962 | 22.28 | | HAND SANITIZER FOR EMP. HEALTH CLINIC |
| | | | 93801623 | 194.38 | | MEDS FOR EMP.HLTH CLINIC |
| | | | 93801623 | 554.96 | | MISC SUPPLIES FOR EMP. HEALTH CLINIC |
| | | | | 2,248.98 | | |
| 02/27/2017 | 161047 | NATE MCLAUGHLIN | 02/07/17 | 357.02 | | TVL REIMB:TALLAHASSEE,FL 02/7-9,ALZHEIMER LOBBYING |
| | | | | 357.02 | | |
| 02/27/2017 | 161048 | MEDI-QUICK URGENT CARE CENTERS INC | C710017X | 96.91 | | S0 INDIGENT INMATE HEALTH |
| | | | C720008P | 132.76 | | S0 INDIGENT INMATE HEALTH |
| | | | | 229.67 | | |
| 02/27/2017 | 161049 | MEMORIAL HOSPITAL FLAGLER INC | 103296149 | 9,891.34 | | S0 INDIGENT INMATE HEALTH |
| | | | 103962823 | 5,638.82 | | S0 INDIGENT INMATE HEALTH |
| | | | 103973825 | 2,560.60 | | S0 INDIGENT INMATE HEALTH |

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| 02/27/2017 | 161049 | MEMORIAL HOSPITAL FLAGLER INC | 103976566 | 6,860.71 | | S0 INDIGENT INMATE HEALTH |
| | | | 104009369 | 458.42 | | S0 INDIGENT INMATE HEALTH |
| | | | 104010791 | 776.92 | | S0 INDIGENT INMATE HEALTH |
| | | | 104022194 | 898.41 | | S0 INDIGENT INMATE HEALTH |
| | | | 28X1271889XP | 8.64 | | S0 INDIGENT INMATE HEALTH |
| | | | 28X1271889XP-1 | 8.64 | | S0 INDIGENT INMATE HEALTH |
| | | | 28X6329781XP-2 | 8.64 | | S0 INDIGENT INMATE HEALTH |
| | | | 28X6329781XP-3 | 17.28 | | S0 INDIGENT INMATE HEALTH |
| | | | 28X6539732XP | 8.64 | | S0 INDIGENT INMATE HEALTH |
| | | | 28X6547254XP | 8.64 | | S0 INDIGENT INMATE HEALTH |
| | | | 28X760437XP | 8.64 | | S0 INDIGENT INMATE HEALTH |
| | | | 854614V13122 | 327.97 | | S0 INDIGENT INMATE HEALTH |
| | | | | 27,482.31 | | |
| 02/27/2017 | 161050 | MICHAEL KUBLER | 104989 | 100.00 | | PARKS DEPOSIT RFND-104989 H.C.KING PAVILION |
| | | | | 100.00 | | |
| 02/27/2017 | 161051 | MIDWEST MEDICAL SUPPLY COMPANY LLC | 6569125 | 206.67 | | NIT EXAM GLOVES PO NUM 023984 |
| | | | | 206.67 | | |
| 02/27/2017 | 161052 | DONALD T. O'BRIEN | 02/04/17 | 101.74 | | MILE REIMB:KISSIMMEE,FL 02/04,FAC MARIJUANA SUMMT |
| | | | | 101.74 | | |
| 02/27/2017 | 161053 | OFFICE DEPOT | 866869000 | 2,745.00 | | OFFICE FURNITURE INSTLLTN FOR TDO |
| | | | | 2,745.00 | | |
| 02/27/2017 | 161054 | OPEN DOOR RE-ENTRY & RECOVERY MNSTY | FEB 2017 D.T. | 400.00 | | FEB 2017 RENTAL ASSTNCE |
| | | | FEB 2017 N.W. | 400.00 | | FEB 17 RENTAL ASSISTANCE |
| | | | | 800.00 | | |
| 02/27/2017 | 161055 | ORLANDO FREIGHTLINER INC | 1-270380116 | 93.81 | | 7X16 TARP FOR DUMP TRUCK PO NUM 023985 |
| | | | | 93.81 | | |
| 02/27/2017 | 161056 | ORMOND FIRE & SAFETY INC | OR40777 | 74.25 | | FIRE EXTING.MTCE INSPCTN JUD.CENTER |

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| | | | | 74.25 | | |
| 02/27/2017 | 161057 | ORMOND SEPTIC SYSTEMS | 25747 | 950.00 | | SEPTIC SRVCS@PLANT.BAY |
| | | | | 950.00 | | |
| 02/27/2017 | 161058 | P&A ADMINISTRATIVE SERVICES, INC | F79410278123 | 1,953.60 | | FSA ADMIN FEES-MAR 2017 |
| | | | | 1,953.60 | | |
| 02/27/2017 | 161059 | PALM COAST FORD | 161423 | 281.20 | | ROTOR ASYS PO NUM 023986 |
| | | | 161434 | 354.13 | | BRK PADS,LOCK ASY,ROTOR ASYS-PO NUM 023986 |
| | | | | 635.33 | | |
| 02/27/2017 | 161060 | PDA FLORIDA, INC | REIMB:PDA FL | 10,000.00 | | REIMB:PDA FL,NPL SOCCER SHOWCASE |
| | | | | 10,000.00 | | |
| 02/27/2017 | 161061 | RENDA BROADCASTING CORP | 4133 | 3,182.35 | | TOWER SITE FEE-MAR 2017 ESPANOLA |
| | | | | 3,182.35 | | |
| 02/27/2017 | 161062 | ROBERT C BIANCO MD PA | 16200 | 106.29 | | S0 INDIGENT INMATE HEALTH |
| | | | | 106.29 | | |
| 02/27/2017 | 161063 | AZALEA HEALTH | 020617LP | 21.85 | | SS INDIGENT HEALTH -RX |
| | | | | 21.85 | | |
| 02/27/2017 | 161064 | SALEM PRESS PRODUCT LINE | 151797 | 369.72 | | (1)VOLUME SET FOR LIBRARY |
| | | | | 369.72 | | |
| 02/27/2017 | 161065 | SARAH SZYMANSKI HORN | 104787 | 112.15 | | PARKS FEE REFUND-104787 PPP CAMPSITE MOODY 1 |
| | | | 104787 | 7.85 | | PARKS SLSTX REFUND-104787 PPP CAMPSITE MOODY 1 |
| | | | | 120.00 | | |
| 02/27/2017 | 161066 | SCOTT SANDERS | 104899 | 100.00 | | PARKS DEPOSIT RFND-104899 PPP PAVILION |
| | | | | 100.00 | | |
| 02/27/2017 | 161067 | SECURE WASTE DISPOSAL, INC. | 108328 | 19.99 | | MED WASTE PICKUP & DISPSL @EMP HLTH CLINIC |
| | | | 108329 | 59.97 | | MED WASTE PICKUP & DISPSL @FIRE STATIONS |
| | | | | 79.96 | | |
| 02/27/2017 | 161068 | SHI INTERNATIONAL CORP. | B06095129 | 1,296.00 | | AEROHIVE,SUPRT, 1 YEAR 09/30/2016-09/30/2017 |
| | | | | 1,296.00 | | |

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| 02/27/2017 | 161069 | SPACE COAST FIRE & SAFETY, INC. | 705873 | 150.00 | | SPRNKLR TEST&INSPCTN FOR JAIL |
| | | | 710741 | 150.00 | | SPRNKLR TEST&INSPCTN FOR AG CENTER |
| | | | 710749 | 256.25 | | SPRNKLR TEST&INSPCTN FOR GSB |
| | | | 710751 | 125.00 | | SPRNKLR TEST&INSPCTN FOR SHERIFF OFFICE |
| | | | 710910 | 150.00 | | SPRNKLR TEST&INSPCTN FOR PC LIBRARY |
| | | | 741959 | 256.25 | | SPRNKLR TEST&INSPCTN FOR JC |
| | | | 741960 | 200.00 | | SPRNKLR TEST&INSPCTN FOR EOC |
| | | | 741961 | 125.00 | | SPRNKLR TEST&INSPCTN FOR FIRST BAPTIST |
| | | | 741991 | 100.00 | | SPRNKLR TEST&INSPCTN FOR ENERGY PLANT-GSB |
| | | | 741991 | 100.00 | | SPRNKLR TEST&INSPCTN FOR ENERGY PLANT-JC |
| | | | 743123 | 51.00 | | FIRE ALARM MONITORING AIRPORT-EAST HANGAR |
| | | | P89388 | 500.00 | | CLEAN AGENT FM COMPUTER ROOMS & VAULTS FOR JC |
| | | | P89389 | 800.00 | | CLEAN AGENT FM COMPUTER ROOMS & VAULTS FOR GSB |
| | | | P89390 | 200.00 | | CLEAN AGENT FM COMPUTER ROOMS & VAULTS FOR EOC |
| | | | | 3,163.50 | | |
| 02/27/2017 | 161070 | SPECIALTY UNDERWRITERS LLC | TS8794-2 | 2,894.00 | | POWER DIST UNIT-SHERIFFS OPS CNTR-2/1/17-9/30/17 |
| | | | | 2,894.00 | | |
| 02/27/2017 | 161071 | SUN LIFE ASSURANCE COMPANY | MAR 17 STP LOSS | 59,454.22 | | MAR 2017 BILLING FOR STOP LOSS ADMIN FEES |
| | | | | 59,454.22 | | |
| 02/27/2017 | 161072 | SUNSHINE STATE ONE CALL OF FLORIDA | 0000147505 | 20.77 | | MNTHLY ASSESSMENT BILLING JAN 2017-BEVERLY BEACH |
| | | | 0000147703 | 26.15 | | MNTHLY ASSESSMENT BILLING JAN 2017-PLANT BAY |
| | | | | 46.92 | | |
| 02/27/2017 | 161073 | SUPPLYWORKS | 391862372 | 170.23 | | MOP BUCKT COMBO,DUST MOPS PO NUM 023989 |
| | | | | 170.23 | | |
| 02/27/2017 | 161074 | SURFERS FOR AUTISM, INC | REIMB:SURF FEST | 229.02 | | REIMB:SURFERS FOR AUTISM BCH FESTIVAL EXPENSES |
| | | | | 229.02 | | |
| 02/27/2017 | 161075 | EARLY LEARNING COALITION OF FLAGLER | 1ST QTR FY16/17 | 14,550.00 | | QUARTERLY INSTALLMENT 10/01/16-12/31/16 |

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| | | | | 14,550.00 | | |
| 02/27/2017 | 161076 | THE WARE GROUP, LLC. | S5813362.001 | 98.00 | | R410A-25 REFRIGERANT PO NUM 023977 |
| | | | | 98.00 | | |
| 02/27/2017 | 161077 | TOMOKA MEDICAL LAB INC | 52518 | 11.50 | | S0 INDIGENT INMATE HEALTH |
| | | | 52519 | 22.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 52520 | 8.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 52521 | 15.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 52523 | 11.50 | | S0 INDIGENT INMATE HEALTH |
| | | | 52524 | 14.00 | | S0 INDIGENT INMATE HEALTH |
| | | | 52525 | 17.50 | | S0 INDIGENT INMATE HEALTH |
| | | | | 99.50 | | |
| 02/27/2017 | 161078 | TRIP ADVISOR LLC | CINV1155229 | 14,258.50 | | TRIP ADVISOR DISPLAY ADS FOR TDO-JANUARY 2017 |
| | | | | 14,258.50 | | |
| 02/27/2017 | 161079 | TYLER TECHNOLOGIES, INC | 030-7298 | 2,560.00 | | NEW WORLD INSTALLATION SVC FEES - EMS |
| | | | | 2,560.00 | | |
| 02/27/2017 | 161080 | VOLUSIA ANESTHESIOLOGY ASSOC., PA | 00601744-1-1 | 125.95 | | SS INDIGENT HEALTH |
| | | | | 125.95 | | |
| 02/27/2017 | 161081 | WASTE PRO OF FLORIDA INC | 0000238215 | 235.28 | | SOLID WASTE SRVC,JAN 17 TRIANGLE AIR |
| | | | 0000238229 | 128.84 | | SOLID WASTE SRVCS,JAN 17 AIRPORT CORP CENTER |
| | | | 0000240348 | 236.15 | | SOLID WASTE SRVCS,FEB 17 TRIANGLE AIR |
| | | | 0000240362 | 129.32 | | SOLID WASTE SRVCS,FEB 17 AIRPORT CORP CENTER |
| | | | WASTE JAN 2017 | (10,968.18) | | FRANCHISE FEE ADJUSTMENT JANUARY 2017 |
| | | | WASTE JAN 2017 | 109,681.84 | | RESIDENTIAL GARBAGE SRVC JANUARY 2017 |
| | | | | 99,443.25 | | |
| 02/27/2017 | 161082 | ZERBINI FAMILY CIRCUS | 104403 | 500.00 | | PARKS DEPOSIT RFND-104403 FCRA |
| | | | | 500.00 | | |
| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00061530 | 472.27 | | FLOAT SWITCH,FRGHT CHRG FOR PLANT.BAY |

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| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00063439 | (3.58) | | CR REF TXN 63370,RETURN FITTINGS FOR PW |
| | | | TXN00067693 | 734.42 | | PROMOTIONAL TOTES FOR CITIZEN ACADEMY |
| | | | TXN00067917 | 17.06 | | DISPSBL TOWELS,BRUSH CLNR FACILITIES |
| | | | TXN00067917 | 42.08 | | PAINT & CAULK-VARIOUS FAC |
| | | | TXN00067917 | 107.06 | | PAINT SUPPLS FOR VARIOUS FACILITIES |
| | | | TXN00067947 | 205.62 | | FAN/LIGHT FIXTURE RPR SUPPLIES FOR SIEGEL CENTR |
| | | | TXN00068105 | 12.59 | | WATER FILTERS - FCRA CONCESSION STAND |
| | | | TXN00068114 | 12.59 | | ROPE - TRUCK 983 |
| | | | TXN00068114 | 8.09 | | SEALANT - BAPTIST ACADEMY |
| | | | TXN00068157 | (63.63) | | CR REF TXN 68152,RETURN LGHT FXTR-SIEGEL CENTER |
| | | | TXN00068176 | 8.25 | | FDOT MEDICAL CARD - JEAN HIRTE,TRANSP.DEPT |
| | | | TXN00068177 | 9.43 | | FOAM WEATHERSTRIP-AIRPORT CORP CTR |
| | | | TXN00068183 | 243.09 | | HTL LDGNG:VIST FL SESSION AMELIA ISL,11/10-A.LUKASK |
| | | | TXN00068326 | 17.99 | | DOOR LATCH-BAPTIST ACADMY RPR |
| | | | TXN00068326 | 1.79 | | PAINT BRUSH - TRUCK 805 |
| | | | TXN00068326 | 5.99 | | RUST REMOVER - TRUCK 805 |
| | | | TXN00068336 | 84.92 | | CEILING TILES-TRIANGLE AIR BLDG |
| | | | TXN00068353 | 8.48 | | BUFFER CORD PLUG REPLCMNT FOR JUD.CENTER |
| | | | TXN00068353 | 29.98 | | RPLCMNT DRIP BOWLS FOR ESPNLA,CTTLMN HALL STOVES |
| | | | TXN00068368 | 8.25 | | FDOT MEDICAL CARD - MARY ANN FIGUEROA,TRANSP.DEPT |
| | | | TXN00068403 | 161.76 | | LIGHT FIXTURES & CEILING TILES - TRIANGLE AIR |
| | | | TXN00068424 | 6.45 | | SHPPNG CHRG TO MAIL FDOT GRANT PCKGS-ORLNDO,10/25 |
| | | | TXN00068468 | 42.66 | | COUPLES,TEES,PIPES FOR THE FAIRGROUNDS |
| | | | TXN00068479 | 24.98 | | DRILL BIT SET - TRUCK 804 |
| | | | TXN00068481 | 97.50 | | 500 FT BRAIDED ROPE FOR AIRPORT RPR |
| | | | TXN00068522 | (15.79) | | CR REF TXN68468,RTRN CPLS TEE,PIPE-FAIRGROUNDS |
| | | | TXN00068537 | 16.44 | | DOOR REPAIR PARTS PLANT BAY WATER RPR |

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| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00068537 | 12.23 | | STAIN - SHERIFFS OFFICE |
| | | | TXN00068595 | 17.99 | | INSECTICIDE-VARIOUS FACIL |
| | | | TXN00068597 | 28.42 | | SCREWS - TRUCK 8200 |
| | | | TXN00068612 | 41.36 | | ADAPTER & BLADE-TRIANGLE AIR |
| | | | TXN00068622 | 399.00 | | IPAD-DRAWING PRIZE@NBAA CONVENTION,10/31-11/3/16 |
| | | | TXN00068654 | 25.60 | | CEMENT,FAN-FAN RPR@SIEGEL CENTER |
| | | | TXN00068673 | (11.38) | | CR REF TXN 68654,RETURN CONTACT CEMENT-SIEGEL CTR |
| | | | TXN00068697 | 24.87 | | ADPTRS,CPLS,UNION,CABLE TIES,TAG PPR-JUD.CENTER |
| | | | TXN00068697 | 9.88 | | COPPER BOND & VEHICLE KEY TRUCK 984 |
| | | | TXN00068710 | 23.37 | | SILICONE AND TAPE FOR AIRPORT RPR |
| | | | TXN00068714 | 146.60 | | REFRESHMENTS AND FOOD FOR CITIZENS ACADEMY |
| | | | TXN00068718 | 36.54 | | GLASS,CABLE TIES FOR AIRPORT RPR |
| | | | TXN00068722 | 717.50 | | FERTILIZER - PARKS - FCRA |
| | | | TXN00068751 | 14.87 | | KEYS AND SPRAY PAINT FOR THE AIRPORT |
| | | | TXN00068751 | 66.16 | | LANDSCAPE PLANTS,BATTRIES FOR THE AIRPORT |
| | | | TXN00068755 | 5.39 | | STEEL WOOL-JUD.CENTER |
| | | | TXN00068777 | 9.78 | | HOLE PUNCH,TWINE-PROMO ITEMS-VISIT FL SUMMIT-TDO |
| | | | TXN00068800 | 449.86 | | PILOT TENT,TBL,CHAIR,CVR RNTL-FREEDM FEST,11/10-14 |
| | | | TXN00068803 | 10.00 | | CAR WASH - FCT 82 |
| | | | TXN00068807 | 6.45 | | SHPPNG CHRG TO MAIL FDOT GRANT PCKGS-ORLNDO,11/7 |
| | | | TXN00068810 | 83.25 | | CDL & FDOT MEDICAL CARD - ANGEL GRATACOS,TRANSP DPT |
| | | | TXN00068811 | 54.99 | | STEP LADDER -TRUCK 980 |
| | | | TXN00068823 | 147.67 | | WIRE-FREEDOM FEST-AIRPORT |
| | | | TXN00068825 | 31.67 | | SHPPNG CHRGS:AIRPORT- HARRIS,CANADA,11/08/16 |
| | | | TXN00068835 | 26.96 | | GREASE,FIBERFIX ROLL,BULB FOR AIRPORT |
| | | | TXN00068842 | 11.97 | | ELEC AMP LOAD CNTR-HEALTH DEPT RPR |
| | | | TXN00068842 | 95.65 | | WIRE - AIRPORT FREEDOM FEST |

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| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00068851 | 76.80 | | SHOE MOULDING - TRIANGLE AIR |
| | | | TXN00068854 | 75.76 | | DAY/NIGHT SFTY VESTS FOR ATTENDNTS-FREEDOM FEST |
| | | | TXN00068861 | 39.94 | | BLDG RPR ITEMS FOR TRIANG AIR |
| | | | TXN00068869 | 79.76 | | COOLERS FOR PILOT TENT FREEDOM FEST |
| | | | TXN00068886 | 690.40 | | CROWD CONTROL GATE&FENCE RNTL-FREEDM FEST,11/10-14 |
| | | | TXN00068893 | 17.61 | | FILE FOLDERS - UTILITIIES |
| | | | TXN00068893 | 15.12 | | OFFICE SUPPLIES - GEN.SVC ADMIN |
| | | | TXN00068893 | 8.98 | | PENS - FACLITITES |
| | | | TXN00068894 | 15.74 | | BOLT - PPP BUSH HOG RPR |
| | | | TXN00068904 | 22.64 | | SWTCHS,ADPTR,CPLNG,ELBOWS STATION 71 RPRS |
| | | | TXN00068907 | 8.25 | | FDOT MEDICAL CARD-MICHAEL BIRKHEAD-TRANSP DEPT |
| | | | TXN00068917 | (1.87) | | CR REF TXN 68935,SALES TX CREDIT-PPP |
| | | | TXN00068922 | 500.00 | | POSTAGE FOR FULFILLMNT OF VISITOR INFO PACKETS-TDO |
| | | | TXN00068929 | 14.83 | | SCISSORS,VELCRO-FREEDOM FEST-AIRPORT |
| | | | TXN00068935 | 28.42 | | BLUE LVA,CPLNG,BSHNG,SCKT TEES FOR PPP |
| | | | TXN00068937 | 168.98 | | UNFRM RNTL/CLNG SVC-11/11 PW |
| | | | TXN00068945 | 16.04 | | PAINT SUPPLIES-INMATE FAC ADMIN |
| | | | TXN00068945 | 10.23 | | POLYURETHANE - INMATE FAC ADMIN |
| | | | TXN00068946 | 5.94 | | COUPLING,CPLNG FITTNG FOR BAPTIST ACADEMY RPR |
| | | | TXN00068951 | 17.09 | | ROUTER BIT TRIANGLE AIR |
| | | | TXN00068958 | 3.30 | | WEATHER STRIP FOR WINDOW STATION 41 |
| | | | TXN00068959 | 125.14 | | LUMBER FOR TRIANGLE AIR BLDG |
| | | | TXN00068969 | 44.96 | | COUPLER LOCK - TRUCK 9342 |
| | | | TXN00068972 | 8.25 | | FDOT MEDICAL CARD - BECKY MUNOZ-JONES,TRANSP DEPT |
| | | | TXN00068973 | 7.18 | | BRAKE FLUID-AIRPORT |
| | | | TXN00068974 | 53.97 | | WALL PAPER TOWEL HOLDER TDO |
| | | | TXN00068978 | 11.21 | | KEYS-INMATE FACILITY |

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| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00068985 | 38.31 | | WALL CALENDARS,SERP CERT. FOR TDO |
| | | | TXN00068988 | 12.59 | | 3-WIRE PLUG-INMATE FAC. |
| | | | TXN00069002 | 58.00 | | VISIT FLORIDA VIDEO SHOOT FILM CREW LUNCH-11/15/16 |
| | | | TXN00069006 | 9.98 | | PIPES,ADPTRS,CAPS FOR WADSWORTH PK RPRS |
| | | | TXN00069010 | 66.83 | | ROPE - TRUCK 8696 |
| | | | TXN00069012 | 120.60 | | MISC RPR ITEMS FOR PLANT BAY WATER |
| | | | TXN00069016 | 1.40 | | FASTENERS - AIRPORT CORP CTR |
| | | | TXN00069016 | 2.24 | | KEY - CATTLEMAN'S HALL |
| | | | TXN00069021 | 66.63 | | LUMBER - TRIANGLE AIR |
| | | | TXN00069022 | 4,500.00 | | (300)MEALS FROM WOODY'S ON 10/8-EOC-HURRICANE MATTHW |
| | | | TXN00069025 | 167.97 | | BAR&CHAIN,CORDLESS TOOL COMBO-TRK 8696 |
| | | | TXN00069029 | 8.25 | | FDOT MEDICAL CARD-ROBERT VILLHARD-TRANSP DEPT |
| | | | TXN00069032 | 11.98 | | CARPET CLEANER - EOC |
| | | | TXN00069040 | 64.43 | | LUMBER,MIRROR,BOLTS TRIANGLE AIR BLDG |
| | | | TXN00069047 | 100.32 | | SOFFIT RPR ITEMS FOR RNTL CAR BLDG@ARPT-HURRCN MTHW |
| | | | TXN00069047 | 11.96 | | TRIM NAIL PUNCH TOOL FOR THE AIRPORT-HURRICN MTTHW |
| | | | TXN00069056 | 128.13 | | ACRYLIC SHEETS & SCREWS - INMATE FACILITY RPR |
| | | | TXN00069057 | 71.69 | | FOOD - CITIZENS ACADEMY |
| | | | TXN00069063 | 6.62 | | DRILL BIT-TRUCK 8200 |
| | | | TXN00069063 | 27.30 | | SANDPAPER-TRUCK 8200 |
| | | | TXN00069065 | 17.41 | | RUNWAY LGHT RPR-AIRPORT |
| | | | TXN00069067 | 33.25 | | CDL FEE&FDOT MEDICAL CARD FOR DEBORAH REITER,TRANSP |
| | | | TXN00069082 | 60.05 | | HASPS,FLT WASHERS,NUT LCK SCREWS-FAIRGROUND RPRS |
| | | | TXN00069086 | 252.33 | | (13) M5070A BATTERY PACKS FOR FACILITIES DEPT |
| | | | TXN00069086 | 1,093.43 | | (3) M5070A BATTERY PACKS FOR PARKS DEPT |
| | | | TXN00069088 | 8.25 | | FDOT MEDICAL CARD - LEON GOLDEN,TRANSP DEPT |
| TXN00069094 | 13.49 | | LIGHT BULBS - OLD DIXIE PARK RESTROOMS | | | |

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| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00069095 | 41.37 | | KEY,SIDE RECEPTACLE,FAUCT FOR THE HEALTH DEPT |
| | | | TXN00069100 | 525.00 | | MINI EXCAVATOR RNTL-STORM CLEANUP@PPP-HURRCNE MTTHW |
| | | | TXN00069102 | 450.00 | | POSTAGE FOR FULFILLMNT OF VISITOR INFO PACKETS-TDO |
| | | | TXN00069107 | 420.00 | | HTL LDGNG:FACE, 11/14-19 ALT SPRNGS,S.SIMON,CODE E |
| | | | TXN00069120 | 12.59 | | GLUE - BUNNELL LIBRARY |
| | | | TXN00069120 | 1.43 | | PAINT BRUSH-BUNNELL LIBRY |
| | | | TXN00069122 | 10.29 | | FASTENERS-HAW CREEK C.C. RPR |
| | | | TXN00069141 | 492.69 | | ELEC WALL PACK,CONDUIT AIRPORT MAIN OFFICE |
| | | | TXN00069152 | (5.68) | | CR REF TXN 69166,RETURN HLGN BULB-FACILITIES |
| | | | TXN00069164 | 14.02 | | PILOT LOUNGE SUPPLIES |
| | | | TXN00069164 | 6.43 | | RUBBER BANDS,MESSAGE BKS FOR THE AIRPORT |
| | | | TXN00071072 | 2.51 | | REPLACEMENT KNOB - SOCIAL SERVICES |
| | | | TXN00071074 | 180.00 | | NEW KEYS FOR PARKS COMMUNITY CENTERS |
| | | | TXN00071075 | 270.00 | | REKEY - ST JOHNS PARK |
| | | | TXN00071083 | 33.65 | | WEBCAM SRVICE 1/1-1/31/17 TDO |
| | | | TXN00071084 | 159.00 | | HOTEL - FAC WORKSHOP NEW COMMISSIONER |
| | | | TXN00071085 | 260.00 | | SIGN FOR THE FLASHOVER SIMULATOR |
| | | | TXN00071090 | 128.79 | | VEHICLE REPAIRS STK FLEET SHOP |
| | | | TXN00071091 | 144.00 | | 4" CAST-A-SEAL BB WASTE WATER |
| | | | TXN00071092 | 2.44 | | FASTENERS - AG CENTER |
| | | | TXN00071094 | 46.68 | | VEHICLE REPAIR FCSO 5075 |
| | | | TXN00071095 | 49.46 | | VEHICLE REPAIRS-TRANSPORT FCT 100 |
| | | | TXN00071097 | 283.00 | | 8 BELL JT LEAK CLMP GSB REPAIR |
| | | | TXN00071097 | 283.00 | | 8 BELL JT LEAK CLMP PB WATER |
| | | | TXN00071101 | 14.39 | | PUNCH PIN KIT - TRUCK # 8696 |
| | | | TXN00071104 | 26.99 | | POSTHOLE DIGGER - PPP |
| | | | TXN00071106 | 11.56 | | FASTENERS - PARKS |

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| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00071108 | 5.93 | | GLUE - ENERGY PLANT |
| | | | TXN00071109 | 2.15 | | BOTTLE - BLUE CHLK POWDER 8OZ |
| | | | TXN00071109 | 8.99 | | CHALK REEL AND CHALK COMBO |
| | | | TXN00071112 | 293.40 | | PINE BARK MULCH FOR DEMO GARDENS |
| | | | TXN00071114 | 35.46 | | RED PRIMER, SPRAY PAINT FLASHOVER SIMULATOR/BURN |
| | | | TXN00071115 | 9.52 | | DISTILLED WATER FOR SOIL SAMPLES |
| | | | TXN00071123 | 13.23 | | SHIPPING WATER METERS FOR REPAIR OR REPLACEMENT |
| | | | TXN00071125 | 81.71 | | PAINT & MINERAL SPIRITS FOR FLASHOVER SIMULATOR |
| | | | TXN00071128 | 92.46 | | VEHICLE REPAIR FCSO 4787 |
| | | | TXN00071130 | 49.79 | | RED PAINT FOR FLASHOVER SIMULATOR/BURN BUILDING |
| | | | TXN00071134 | 89.10 | | VEHICLE REPAIR FCSO 5081 |
| | | | TXN00071135 | 50.37 | | CRIMP TOOL, WIRE CUTTER, LIGHT CRIMPER,TRUCK 804 |
| | | | TXN00071137 | 7.61 | | REPAIR PART FOR LEIGH TRAIL |
| | | | TXN00071141 | 319.22 | | 24 QUARTS OF MOBIL OIL 254 FOR THE HELICOPTER |
| | | | TXN00071147 | 212.00 | | CANON YELLOW INK TANK WIDE PAPER - CNTY ENG |
| | | | TXN00071149 | 22.56 | | REPAIR ITEM 4"PVC - EAGLE LAKES WWTP |
| | | | TXN00071153 | 34.25 | | FINANCE OFFICE SUPPLIES PENS, FLASH DRIVE, POSTIT |
| | | | TXN00071154 | 168.10 | | SOIL SAMPLER PROBE AG AGENT |
| | | | TXN00071156 | 19.79 | | BLADE SET - FCRA |
| | | | TXN00071159 | 9.44 | | 1-3/4" STAR HEAD SCREWS FOR CABINET - FIRE GEAR |
| | | | TXN00071161 | 29.92 | | EQUIP REPAIR CARBURETOR AND KIT PARKS |
| | | | TXN00071162 | 20.00 | | COMMON GROUND REGIS COMMISIONER SULLIVAN |
| | | | TXN00071163 | 106.95 | | REPAIR ITEMS FOR PB WW BLOWER ROOM |
| | | | TXN00071164 | 83.76 | | OXYGEN FOR ALL ALS RESCUE UNITS & ENGINES |
| | | | TXN00071165 | 41.94 | | SEND NIGHT VISION GOGGLE FOR RE-CERTIFICATION |
| | | | TXN00071166 | 159.72 | | REPEATER SYRINGES AG AGENT |
| TXN00071166 | 8.67 | | REPLACEMENT KNOBS FOR SYRINGES - AG AGENT | | | |

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
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| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
|------------|---------|----------------------------------|----------------|---------------|---|---|
| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00071168 | 155.99 | | SPRAYER CALIBRATOR AG AGENT |
| | | | TXN00071171 | 47.11 | | OXYGEN FOR ALL ALS RESCUE UNITS & ENGINES |
| | | | TXN00071174 | 33.14 | | PAINT BRUSHES, ROLLERS FLHOVER SIMLTOR/BURN BLG |
| | | | TXN00071178 | 24.29 | | TAPE MEASURE - TRUCK #9342 |
| | | | TXN00071181 | 28.21 | | VEHICLE REPAIRS-TRANSPORT FCT 100 |
| | | | TXN00071183 | 7.90 | | VEHICLE REPAIR #9336 PARKS |
| | | | TXN00071184 | 178.95 | | REPAIR SUPPLIES - FLEET SHOP |
| | | | TXN00071189 | 23.08 | | LUMBER - VARN PARK |
| | | | TXN00071191 | 5.20 | | SANDING SPONGE - TRUCK 809 |
| | | | TXN00071192 | 39.85 | | VEHICLE REPAIR-SHERIFFS OFFICE 4661 |
| | | | TXN00071193 | 27.29 | | VEHICLE REPAIR-FACILITIES 976 |
| | | | TXN00071197 | 24.08 | | MAILBOX LETTERS - CARVER GYM |
| | | | TXN00071200 | 55.58 | | LUMBER FOR OFFICE WRKBNCH PUB SFTY AUTOMATION |
| | | | TXN00071201 | 65.84 | | OXYGEN FOR ALL ALS RESCUE UNITS & ENGINES |
| | | | TXN00071202 | 20.00 | | COMMON GROUND REGIS COMMISSIONER O'BRIEN |
| | | | TXN00071209 | 14.99 | | SHADOW BOX - MIKE BAZANOS DEPUTY FIRE CHIEF RETIRE |
| | | | TXN00071211 | 31.32 | | 16N1 FLAT WP COVER, FUSE BOX - STATION 41 |
| | | | TXN00071211 | 65.48 | | FML ADAPTER, GLOVE, VARN PARK & JUNGLE HUT |
| | | | TXN00071212 | 31.86 | | EQUIP REPAIRS CARBURETOR PARKS |
| | | | TXN00071215 | 5.92 | | DESK REPAIR ITEMS - TDC |
| | | | TXN00071217 | 272.69 | | OFFICE CHAIR, FT SUPPORTS AG EXT. |
| | | | TXN00071219 | 100.39 | | EQUIP REPAIR PW 8707 |
| | | | TXN00071222 | 8.77 | | VEHICLE REPAIR - SHERIFFS OFFICE 5073 |
| | | | TXN00071225 | 13.49 | | DISPOSABLE CLOTHS & ALL P URPOSE SPRAY - TRUCK 8200 |
| | | | TXN00071228 | 150.10 | | LIGHT FIXTURE - RIVER TO SEA |
| | | | TXN00071229 | 273.22 | | VEHICLE REPAIR-SHERIFFS OFFICE 5319 |
| | | | TXN00071230 | 13.40 | | SHIP AIR PACK PART TO TEN -8 FOR REPAIR |

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|-------------|---------|----------------------------------|--|---------------|---|---|
| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00071231 | 93.63 | | STAPLES,MKRS, PADS - AG EXT. |
| | | | TXN00071233 | 30.00 | | GALVANIZED PIPE FOR BENCH POSTS/FLASHOVER SIMUTALOR |
| | | | TXN00071235 | 167.75 | | FIRE INSPECTION REPORTS PRINTED - FIRE/RESCUE |
| | | | TXN00071239 | 500.16 | | HVAC REPAIR SUPPLIES - EOC |
| | | | TXN00071241 | 39.97 | | LABEL MAKER - TRUCK 983 |
| | | | TXN00071241 | 34.38 | | SUPER GLUE & DISPOSABLE FILTERS - TRUCK 983 |
| | | | TXN00071244 | 14.52 | | FUEL FILTER -FLEET SHOP |
| | | | TXN00071251 | 144.43 | | VEHICLE REPAIR PW 832 |
| | | | TXN00071254 | 113.20 | | WKLY UNIFORM RENT 2/10/17 PAVED UNPAVED ROAD MNT |
| | | | TXN00071255 | 81.79 | | EPA COURSE DVD - EARL HACKETT, FACILITIES |
| | | | TXN00071257 | 250.00 | | 180 DAY RE-CERT & CALIBRA OF NIGHT VISION GOGGLES |
| | | | TXN00071259 | 373.29 | | HVAC REPAIR SUPPLIES - EOC |
| | | | TXN00071261 | 456.50 | | TWIN NITRATE METER AG AGENT |
| | | | TXN00071263 | 130.15 | | LUMBER FOR OFFICE WRKBNCH PUB SFTY AUTOMATION |
| | | | TXN00071267 | 43.04 | | BRD NYLON, BRASS SNAP - GSB |
| | | | TXN00071269 | 378.18 | | VEHICLE REPAIR - FLEET SHOP STK |
| | | | TXN00071272 | 33.38 | | VEHICLE REPAIR-SHERIFFS OFFICE |
| | | | TXN00071275 | 315.85 | | NARCOTIC UNIT LOGS- PRINTED FOR FIRE/RESCUE |
| | | | TXN00071278 | 646.80 | | VEHICLE REPAIR FCSO 4648 |
| | | | TXN00071279 | 27.89 | | VEHICLE REPAIR-TRANSPORT FCT 100 |
| | | | TXN00071280 | 128.27 | | ROSES FOR DEMO GARDENS AG AGENT |
| | | | TXN00071284 | 289.75 | | OUT LENS, VISOR LCK, INN LENS, SKULL CAP FLGT HELM |
| | | | TXN00071285 | 21.96 | | DOOR MAT- HIDDEN TRAILS |
| | | | TXN00071287 | 420.00 | | 2 METAL SIGNS- JUNGLE HUT JUNGLE LOOP |
| | | | TXN00071292 | 288.90 | | FIRE EXTING. MTCE INSPCTN - FIRE/RES TRUCKS |
| | | | TXN00071296 | 175.00 | | METAL SIGN - VARN PARK |
| TXN00071298 | 115.64 | | PAPER, LGL PADS, PENS, BINDERS, CNTY ENGINEERING | | | |

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|-------------|---------|----------------------------------|----------------------------|------------------|---|---|
| 02/27/2017 | 161089 | FLAGLER CO BCC POOLED CASH PCARD | TXN00071299 | 33.28 | | VEHICLE REPAIR FACILITY 979 |
| | | | TXN00071301 | 490.00 | | METAL SIGN - ESPANOLA PARK |
| | | | TXN00071308 | 19.48 | | UPS CHARGES SWEET POTATO VINES TO LAB - DAIRY ONE |
| | | | TXN00071309 | 265.50 | | 6" MALE & FEMALE SWIVEL HOSE ADAPTER FIRE RESCUE |
| | | | TXN00071318 | 51.93 | | VEHICLE REPAIR FCT 90 |
| | | | TXN00071323 | 116.76 | | MINI BLINDS FOR OFFICES AG EXT. |
| | | | TXN00071324 | 34.92 | | VEHICLE REPAIR FCSSO |
| | | | TXN00071338 | 10.78 | | CEMENT, STOP VALVE AG AGENT |
| | | | TXN00071338 | 9.25 | | PIPE, NIPPLE, ELBOWS AG AGENT |
| | | | TXN00071339 | 8.96 | | VEHICLE REPAIR PARKS 1057 |
| | | | TXN00071340 | 224.27 | | VEHICLE REPAIR FCT 90 |
| | | | TXN00071341 | 4.49 | | VALVE BOX - AG AGENT |
| | | | TXN00071342 | (6.15) | | SALES TAX CREDIT FROM TXN00071245 |
| | | | TXN00071344 | 359.55 | | MAINTENANCE SUPPLIES FOR PB WW |
| | | | TXN00071345 | 215.00 | | CJIS CONFERENCE REG 2017 J SHUPE, 2/14/2017 |
| | | | TXN00071345 | 215.00 | | CJIS CONFERENCE REG 2017 K ARCHAMBAULT, 2/14/2017 |
| | | | TXN00071349 | 61.32 | | OXYGEN FOR ALL ALS RESCUE UNITS & ENGINES |
| | | | TXN00071367 | 36.00 | | 3 CUSTOM DOOR SIGNAGE 2"X8" - E911 OFFICE |
| | | | TXN00071367 | 60.00 | | 5 CUSTOM DOOR SIGNAGE 2"X8" - IT DEPT |
| | | | TXN00071372 | 26.90 | | VEHICLE REPAIR TRANSPORT FCT 103 |
| TXN00071381 | 16.22 | | VEHICLE REPAIR FCT 90 | | | |
| TXN00071384 | 16.55 | | BRAKE LUBE- FLEET SHOP USE | | | |
| | | | | 28,943.73 | | |
| 02/27/2017 | 313536 | HDR ENGINEERING INC | 1200031313 | 1,965.79 | | WA-2,CNTRCT# Q038-0-2015 OKR CLASS I LANDFILL |
| | | | | 1,965.79 | | |
| 02/27/2017 | 313537 | LOWE'S HOME CENTERS, LLC | 01365 | 956.67 | | CONSTRCTN SUPPLIES-HAMMCK C.C.-HURRICANE MATTHEW |
| | | | 01504 | 193.90 | | PINE BARK NUGGETS FOR HAMMOCK CC-HURRCN MATTHEW |

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| 02/27/2017 | 313537 | LOWE'S HOME CENTERS, LLC | 86195 | 909.36 | | DRYWALL,JOINT TAPE,CMPND HAMMOCK CC-HURRICN MATTHW |
| | | | 86871 | 3,130.09 | | TILE,MORTAR,MUD FOR HMMCK CC-HURRICANE MATTHEW |
| | | | 86873 | 3,130.09 | | TILE,MORTAR,MUD FOR HMMCK CC-HURRICANE MATTHEW |
| | | | 87133 | 2,696.14 | | TOILET PARTITION FOR HMMK C.C.-HURRICANE MATTHEW |
| | | | 88160 | 1,423.50 | | MOULDING,FLLR,TOE KICKS, BASE FOR HURRICANE MATTHW |
| | | | 88161 | 449.25 | | CABINETS FOR HAMMOCK CC HURRICANE MATTHEW |
| | | | 89914 | 1,076.06 | | CASING,BASE,BOARDS,CHAIR RAIL-HAMMCK CC-HRRCN MTHW |
| | | | 90537 | 1,020.58 | | BEVEL EDGES FOR HAMMOCK COMM.CNTR-HURRCN MATTHEW |
| | | | 91208 | 907.92 | | PARTITION PARTS FOR HMMCK CC-HURRICANE MATTHEW |
| | | | | | RETURN 01526 | (3,130.09) |
| | | | | 12,763.47 | | |
| 02/27/2017 | 313538 | RAM JACK FOUNDATION REPAIR | 13779 | 8,231.00 | | FOUNDATION REPAIR-HAMMOCK COMMUNITY CENTER |
| | | | | 8,231.00 | | |
| 02/27/2017 | 332997 | LARISA COHEN | DM-16-31 | 4,000.00 | | SHIP DISASTER ASSISTANCE [REDACTED] |
| | | | | 4,000.00 | | |
| 02/27/2017 | 332998 | FLORIDA'S BEST ROOFING INC | DM-16-16 | 4,000.00 | | SHIP DISASTER ASSISTANCE [REDACTED] |
| | | | | 4,000.00 | | |
| 02/27/2017 | 332999 | VIOLA MATUZA | DM-16-44 | 3,440.00 | | SHIP DISASTER ASSISTANCE [REDACTED] |
| | | | | 3,440.00 | | |
| 02/27/2017 | 333000 | RANDY PATTERSON | DM-16-39 | 1,500.00 | | SHIP DISASTER ASSISTANCE [REDACTED] |
| | | | | 1,500.00 | | |
| 02/27/2017 | 333001 | UNIVERSAL ENGINEERING SCIENCES, INC | 00247050 | 350.00 | | SHIP REHAB CONSTRUCTION @ 93 LK SUCCESS DR,PC |
| | | | | 350.00 | | |
| 02/27/2017 | 333002 | FLAGLER CO BCC POOLED CASH PCARD | TXN00069030 | 30.00 | | EMPLOYMENT VERIFICATION FOR SHIP APPLICANT L.ALEX |
| | | | | 30.00 | | |
| 02/22/2017 | 9170264 | EXPRESS TAX - TTL WIRE | WTO17-270 | 75,820.52 | | TTL WIRE WEEK OF 2/24/17 |
| | | | | 75,820.52 | | |

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|------------|---------|-------------------------------------|----------------|---------------|---|--|
| 02/22/2017 | 9170265 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-271 | 480.33 | | P & A FLEXIBLE SPENDING 2/22/17 |
| | | | | 480.33 | | |
| 02/22/2017 | 9170266 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-272 | 104.16 | | P & A FLEXIBLE SPENDING 2/22/17 |
| | | | | 104.16 | | |
| 02/23/2017 | 9170267 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-273 | 66.50 | | P & A FLEXIBLE SPENDING 2/23/17 |
| | | | | 66.50 | | |
| 02/24/2017 | 9170268 | NATIONWIDE RETIREMENT SOLUTIONS INC | WTO17-274 | 4,829.04 | | NATIONWIDE RET WIRE WK OF 2/24/17 |
| | | | | 4,829.04 | | |
| 02/24/2017 | 9170269 | EXPERT PAY - CHILD SUPPORT WIRE | WTO17-275 | 2,048.49 | | CHILD SUPPORT WIRE TO FLSDU WK OF 2/24/17 |
| | | | | 2,048.49 | | |
| 02/24/2017 | 9170270 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-276 | 585.37 | | P & A FLEXIBLE SPENDING 2/24/17 |
| | | | | 585.37 | | |
| 02/24/2017 | 9170271 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-277 | 460.00 | | P & A FLEXIBLE SPENDING 2/24/17 |
| | | | | 460.00 | | |
| 02/27/2017 | 9170272 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-278 | 545.54 | | P & A FLEXIBLE SPENDING 2/27/17 |
| | | | | 545.54 | | |
| 02/27/2017 | 9170273 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-279 | 459.99 | | P & A FLEXIBLE SPENDING 2/27/17 |
| | | | | 459.99 | | |
| 02/27/2017 | 9170274 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-280 | 104.16 | | P & A FLEXIBLE SPENDING 2/27/17 |
| | | | | 104.16 | | |
| 02/28/2017 | 9170275 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-281 | 13.40 | | P & A FLEXIBLE SPENDING 2/28/17 |
| | | | | 13.40 | | |
| 02/28/2017 | 9170276 | US BANK NATIONAL ASSOCIATION | WTO17-282 | 882.03 | | BFCU FLGFC 2/28/17 ADMIN FEES |
| | | | WTO17-282 | 579.18 | | BFCU FLGFC 2/28/17 INT LOAN PAYMENT |
| | | | WTO17-282 | 1,844.23 | | SHERIFF FAC FLGFC 2/28/17 ADMIN FEES |
| | | | WTO17-282 | 1,211.00 | | SHERIFF FAC FLGFC 2/28/17 INT LOAN PAYMENT |
| | | | | 4,516.44 | | |
| | | | Total | 862,024.27 | | |

"?" G = Grant supported expenditure; Note: "in-kind" or "match" to grants are not annotated

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Item 6a(2)

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|------------|---------|------------------------------------|-----------------|---------------|---|--|
| 03/01/2017 | 161090 | FCBCC GROUP BENEFITS (P/R) | 20170303 | 303,049.07 | | PAYROLL SUMMARY |
| | | | | 303,049.07 | | |
| 03/01/2017 | 161091 | FCBCC GROUP BENEFITS FLEX PLAN | 20170303 | 1,194.07 | | PAYROLL SUMMARY |
| | | | | 1,194.07 | | |
| 03/01/2017 | 161092 | FLAGLER CO PROF FIREFIGHTERS ASSO | 20170303 | 852.00 | | PAYROLL SUMMARY |
| | | | | 852.00 | | |
| 03/01/2017 | 161093 | FLAGLER COUNTY COCC (P/R) | 20170303 | 27.00 | | PAYROLL SUMMARY |
| | | | | 27.00 | | |
| 03/01/2017 | 161094 | UNITED WAY OF VOLUSIA-FLAGLER, INC | 20170303 | 5.00 | | PAYROLL SUMMARY |
| | | | | 5.00 | | |
| 03/01/2017 | 161095 | US DEPARTMENT OF EDUCATION (P/R) | 20170303 | 29.77 | | PAYROLL SUMMARY |
| | | | | 29.77 | | |
| 03/06/2017 | 161096 | ASCAP | 500692878 17/18 | 1,094.00 | | PUBLIC PERFORMANCE LICNSE RNWL -3/1/2017-2/28/2018 |
| | | | | 1,094.00 | | |
| 03/06/2017 | 161097 | AUDIO EDITIONS BOOKS ON CASSETTE | 1623605 | 544.90 | | AUDIO TITLES & CD REPLCMT FOR LIBRARY |
| | | | | 544.90 | | |
| 03/06/2017 | 161098 | AUTO PLUS AUTO PARTS | 065030445 | 315.19 | | PADS,FILTERS,INNER SEAL PO NUM 023965 |
| | | | 065030459 | 11.97 | | (3)HYDRAULIC COUPLER PO NUM 023965 |
| | | | 065030931 | 691.76 | | PADS,FILTERS,BRKE CLEANR PO NUM 023965 |
| | | | | 1,018.92 | | |
| 03/06/2017 | 161099 | BAKER & TAYLOR, INC | 0002916124 | (199.00) | | CR FOR INV# 5014393799 (1)BOOK FOR LIBRARY |
| | | | 5014435933 | 139.63 | | (7)BOOKS FOR LIBRARY |
| | | | 5014435934 | 360.70 | | (28)BOOKS FOR LIBRARY |
| | | | 5014435937 | 281.97 | | (12)BOOKS FOR LIBRARY |
| | | | 5014436044 | 16.79 | | (1)BOOK FOR LIBRARY |
| | | | 5014436045 | 1,268.39 | | (13)BOOKS FOR LIBRARY |
| | | | 5014440631 | 46.99 | | (2)BOOKS FOR BUNNELL LIBR |

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|------------|---------|--------------------------------|----------------|------------------|---|--|
| 03/06/2017 | 161099 | BAKER & TAYLOR, INC | 5014445953 | 56.87 | | (3)BOOKS FOR LIBRARY |
| | | | 5014445954 | 70.48 | | (2)BOOKS FOR LIBRARY |
| | | | K90209450 | 23.99 | | (1)DVD FOR LIBRARY |
| | | | K90785920 | 23.96 | | (1)DVD FOR LIBRARY |
| | | | K91068960 | 64.40 | | (3)DVD FOR BUNNELL LIBRY |
| | | | K91068970 | 64.40 | | (3)DVD FOR LIBRARY |
| | | | K91068990 | 44.17 | | (2)DVD FOR LIBRARY |
| | | | | 2,263.74 | | |
| 03/06/2017 | 161100 | BLUEBRIDGE, LLC | 200687 | 2,000.00 | | MOBILE VISITORS GUIDE NCP INTEGRATION MNTNCE-TDO |
| | | | 200687 | 9,900.00 | | VISITORS GUIDE MOBILE APP PACKAGE FOR TDO |
| | | | | 11,900.00 | | |
| 03/06/2017 | 161101 | BOUND TREE MEDICAL LLC | 82410260 | 507.18 | | MEDICAL SUPPLIES FOR FIRE RESCUE STA# 92 |
| | | | 82411551 | 273.40 | | MEDICAL SUPPLIES FOR FIRE RESCUE STA# 92 |
| | | | | 780.58 | | |
| 03/06/2017 | 161102 | BRYANT, MILLER, AND OLIVE P.A. | 64074 | 5,004.00 | | PRF SVCS:NOTE CNSL-DELVRY ALLONGE,APT REV NT15&15B |
| | | | | 5,004.00 | | |
| 03/06/2017 | 161103 | CARDIOVASCULAR CONSULTANTS | 41386-2 | 117.85 | | SS INDIGENT HEALTH |
| | | | | 117.85 | | |
| 03/06/2017 | 161104 | CARLA DOMINGUEZ | 104182 | 100.00 | | PARKS DEP REFUND-104182 HAMMOCK CC |
| | | | | 100.00 | | |
| 03/06/2017 | 161105 | CDW GOVERNMENT LLC | GQN3937 | 78.00 | | SURGE PROTECTOR TDO |
| | | | | 78.00 | | |
| 03/06/2017 | 161106 | CENGAGE LEARNING INC. | 60019911 | 19.96 | | (1)BOOK FOR LIBRARY |
| | | | | 19.96 | | |
| 03/06/2017 | 161107 | CINTAS CORPORATION | 149016489 | (19.95) | | CR INV#149315492 FOR FREIGHT CHARGES |
| | | | 149315492 | 339.07 | | SHIRTS FOR(4)COMMISSIONER C.E., D.S., N.M., D.O. |
| | | | 149320693 | 8.42 | | UNIFRM RNTL/CLNG SVC-2/08 SOLID WASTE |

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| 03/06/2017 | 161107 | CINTAS CORPORATION | 149321189 | 4.68 | | UNIFRM RNTL/CLNG SVC-2/10 PURCHASING |
| | | | 149322118 | 11.42 | | SHP TWL,UNFRM RNTL/CLNG 2/15/17-SOLID WASTE |
| | | | 149322617 | 4.02 | | UNIFRM RNTL/CLNG SVC-2/17 BULL CREEK |
| | | | 149322617 | 135.51 | | UNIFRM RNTL/CLNG SVC-2/17 FAC |
| | | | 149322617 | 45.29 | | UNIFRM RNTL/CLNG SVC-2/17 FLEET |
| | | | 149322617 | 9.66 | | UNIFRM RNTL/CLNG SVC-2/17 GEN SRVCS |
| | | | 149322617 | 72.57 | | UNIFRM RNTL/CLNG SVC-2/17 PARKS |
| | | | 149322617 | 12.61 | | UNIFRM RNTL/CLNG SVC-2/17 PB WTP |
| | | | 149322617 | 12.62 | | UNIFRM RNTL/CLNG SVC-2/17 PB WWTP |
| | | | 149322617 | 12.63 | | UNIFRM RNTL/CLNG SVC-2/17 PPP |
| | | | 149322617 | 151.33 | | UNIFRM RNTL/CLNG SVC-2/17 TRANSP |
| | | | 149322617 | 3.66 | | UNIFRM RNTL/CLNG SVC-2/17 UTIL SEWER |
| | | | 149322617 | 3.67 | | UNIFRM RNTL/CLNG SVC-2/17 UTIL WATER |
| | | | 149322618 | 0.25 | | UNIFRM RNTL/CLNG SVC-2/17 CO. ATTY |
| | | | 149322625 | 34.07 | | SHOP TWL,FNDR CVR RNTL/ 2/17-FLEET MGMT |
| | | | 149324047 | 34.07 | | SHOP TWL,FNDR CVR RNTL/ 2/24-FLEET MGMT |
| | | | | 875.60 | | |
| 03/06/2017 | 161108 | SUSAN COHEN | 2017-2 | 100.00 | | 3B HLTH SUPPORT-WICKLINE SR CNTR FEB.3,10,17,24 |
| | | | | 100.00 | | |
| 03/06/2017 | 161109 | COMMUNICATION INTERNATIONAL | INV1701171 | 1,040.25 | | RADIO SFTWARE WITH DONGLE FOR 800 MHZ |
| | | | | 1,040.25 | | |
| 03/06/2017 | 161110 | CONFIDENT CARE OF FLORIDA CORP | 2017-01 3B | 1,214.96 | | HMK 415.28,PC 799.68 JAN 2017 |
| | | | 2017-01 3E | 2,692.16 | | RESP JANUARY 2017 |
| | | | 2017-01 ADI | 1,534.08 | | RESP JANUARY 2017 |
| | | | 2017-01 CCE | 6,838.08 | | HMK 2423.52,PC 2725.44, RESP 1689.12, JAN 2017 |
| | | | | 12,279.28 | | |
| 03/06/2017 | 161111 | COUNTY VETERANS SERVICE OFFICERS | E.F.FEBLES 2017 | 40.00 | | MEMBERSHIP:CVSOA 07/01/17-06/30/18 |

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|------------|---------|------------------------------------|-----------------|---------------|---|---|
| 03/06/2017 | 161111 | COUNTY VETERANS SERVICE OFFICERS | E.F.FEBLES 2017 | 160.00 | | REGIS:CVSOA SPRING TRAINING CONF,5/7-5/11/17-VETERANS |
| | | | | 200.00 | | |
| 03/06/2017 | 161112 | EAST CENTRAL FL OUTPATIENT IMAGING | 1029499020917 | 112.33 | | SS INDIGENT HEALTH |
| | | | 540474020917 | 39.05 | | SS INDIGENT HEALTH |
| | | | | 151.38 | | |
| 03/06/2017 | 161113 | EGP, INC. | 513862 | 250.18 | | NTWK PRINTER MNTNCE FOR ST ATTY,11/1-1/31/17 OVER |
| | | | | 250.18 | | |
| 03/06/2017 | 161114 | ENTERPRISE HOSPITALITY DEV | 17869-27917 | 124.31 | | UTIL CR BAL REFUND ACCT#17869-27917 |
| | | | | 124.31 | | |
| 03/06/2017 | 161115 | ENVIRONMENTAL LAND SERVICES OF | 700118 | 80.00 | | DIRTY CONCRETE FOR PARKS TKT# 30036, 9/13/2016 |
| | | | | 80.00 | | |
| 03/06/2017 | 161116 | FEDERAL EXPRESS CORPORATION | 5-710-02000 | 6.43 | | SHPNG CHRGS:FH OPS-HELI- ONE, CO 02/06/2017 |
| | | | 5-710-02000 | 24.43 | | SHPNG CHRGS:FIRE/RSC-TALL 2/02,TITUSVILLE 2/13 |
| | | | | 30.86 | | |
| 03/06/2017 | 161117 | FESCO, JOHN | 1135-165 | 106.58 | | UTIL CR BAL REFUND ACCT#1135-165 |
| | | | | 106.58 | | |
| 03/06/2017 | 161118 | FLAGLER CDS, INC. | 152188 | 35.00 | | LAND CLEARING 2/7-9 GRAHAM SWAMP & OLD MOODY |
| | | | | 35.00 | | |
| 03/06/2017 | 161119 | FLAGLER COUNTY AIRPORT | 1476 | 80.84 | | WATER/SEWER CHRGS-HELO HANGAR-FEBRUARY 2017 |
| | | | 1476 | 172.12 | | WATER/SEWER CHRGS-STA 92 FEBRUARY 2017 |
| | | | 1477 | 1,508.12 | | HELO HANGAR RENT-FEB 2017 |
| | | | 1542 | 3,687.20 | | JET A FUEL JANAURY 2017 |
| | | | 1568 | 89.31 | | WATER/SEWER CHRGS-HELO HANGAR-MARCH 2017 |
| | | | 1568 | 191.83 | | WATER/SEWER CHRGS-STA 92 MARCH 2017 |
| | | | 1569 | 1,508.12 | | HELO HANGAR RENT-MAR 2017 |
| | | | | 7,237.54 | | |
| 03/06/2017 | 161120 | FLAGLER CO BCC CPF POOLED FUNDS | CK17-039 | 6,201.79 | | 3/1 SPLIT DEP-DEP IN BCC OPER.TAX COLL DIST 5 MRNL |

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| | | | | 6,201.79 | | |
| 03/06/2017 | 161121 | FLAGLER CO CHAMBER OF COMMERCE, INC | 28431 | 297.00 | | THRIVE BUSINESS SUMMIT ECON DEV ATTENDEES |
| | | | 28431 | 1,250.00 | | THRIVE BUSINESS SUMMIT H.VAN ECKERT |
| | | | | 1,547.00 | | |
| 03/06/2017 | 161122 | FLAGLER CO TAX COLLECTOR | FY15 TAXES DUE | 7,852.90 | | 3 MOS.TAXES DUE ON(2)ARPT PARCELS-3/31/15 SETTLEMNT |
| | | | | 7,852.90 | | |
| 03/06/2017 | 161123 | FLAGLER CONSTRUCTION EQUIPMENT, LLC | R4602890-1 | 3,915.00 | | PW EXCVTR RNTL,11/21/16- 12/18/16 HRRCN MTTHW |
| | | | | 3,915.00 | | |
| 03/06/2017 | 161124 | FLAGLER COUNTY UTILITIES | 1767927727 0217 | 20.25 | | 25 DEER PARK DR LS 01/09/17-02/07/17 |
| | | | 1804328079 0217 | 21.17 | | MAGNOLIA LS 01/09/17-02/07/17 |
| | | | 1804528081 0217 | 433.85 | | OLD DIXIE PARK 01/09/17-02/07/17 |
| | | | 1805328087 0217 | 21.34 | | KINGSLEY LS 01/10/17-02/08/17 |
| | | | 1805728091 0217 | 21.29 | | BAY POINTE DR LS 01/10/17-02/08/17 |
| | | | 1806528095 0217 | 22.79 | | HAMPSTEAD LN 01/12/17-02/10/17 |
| | | | 1806529009 0217 | 21.29 | | HAMPSTEAD LN LIFT STATION 01/12/17-02/10/17 |
| | | | 1807928109 0217 | 61.26 | | ELK RIVER DR 01/09/17-02/07/17 |
| | | | 1843328105 0217 | 54.73 | | WINGSPAN/WOODBRIDGE 01/09/17-02/07/17 |
| | | | | 677.97 | | |
| 03/06/2017 | 161125 | FLORIDA COMBINED LIFE | MAR 2017 | 2,596.00 | | MARCH 2017 DENTAL FEES |
| | | | | 2,596.00 | | |
| 03/06/2017 | 161126 | FLORIDA FAMILY DENTISTRY, PA | EL0067 | 184.50 | | SS INDIGENT DENTAL HEALTH |
| | | | | 184.50 | | |
| 03/06/2017 | 161127 | FLORIDA HOSPITAL MEDICAL GROUP, INC | Z3350KQ | 5.03 | | SO INDIGENT INMATE HEALTH |
| | | | | 5.03 | | |
| 03/06/2017 | 161128 | FLORIDA JANITOR & PAPER SUPPLY INC | 293025 | 458.45 | | BROOM,DUST PAN,WIPES, SANITIZER - PO# 023972 |
| | | | 293025 | 343.70 | | KITCHEN TOWEL,T.TISSUE PO NUM 023972 |
| | | | | 802.15 | | |

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| 03/06/2017 | 161129 | FLORIDA LOBBY ASSOCIATES INC | 1566 | 4,166.66 | | PROF SVCS:CONSULTING FEE MARCH 2017 |
| | | | | 4,166.66 | | |
| 03/06/2017 | 161130 | FLORIDA POWER & LIGHT COMPANY | 0747013431 0217 | 10.26 | | PC LIBRARY IRRIGATION JAN 18 2017-FEB 15 2017 |
| | | | 1589802519 0117 | 1,258.86 | | AG CENTER 01/04/17-02/02/17 |
| | | | 4144507755 0217 | 246.02 | | RIMA RIDGE FIRE STATION JAN 25 2017-FEB 22 2017 |
| | | | 5415798148 0217 | 36.61 | | RESTROOMS@LEHIGH TRAIL 01/19/17-02/16/17 |
| | | | 8430936099 0217 | 22.07 | | PC LIBRARY-OL JAN 18 2017-FEB 15 2017 |
| | | | 8632322320 0217 | 3,542.26 | | PC LIBRARY JAN 18 2017-FEB 15 2017 |
| | | | 9961807139 0217 | 263.04 | | RSTRM @ HC KING PARK 01/19/17-02/16/17 |
| | | | | 5,379.12 | | |
| 03/06/2017 | 161131 | MAXINE RUTH FLOYD HUNTER | 01/06/17 | 33.28 | | MILEAGE REIMB:AG CTR TO BNNLL,PC,FB,1/6,10 & 2/6 |
| | | | | 33.28 | | |
| 03/06/2017 | 161132 | FRANCINE HAYES | 104715 | 100.00 | | PARKS DEPOSIT RFNF-104715 BINGS LANDING NORTH |
| | | | | 100.00 | | |
| 03/06/2017 | 161133 | FRIENDS ASSISTING SENIORS &FAMILIES | 2017-01 | 913.92 | | RESPITE CARE-JAN 2017 |
| | | | 2017-01-1 | 773.28 | | RESP 01/02-01/19/17 |
| | | | 2017-1 CCE | 2,937.60 | | HMK 1224.00,PC 1077.12 & RESP 636.48,JAN 2017 |
| | | | 2017-2 3E | 386.64 | | RESP 01/23-01/30/17 |
| | | | 2017-2 ADI | 522.24 | | RESPITE CARE-JAN 2017 |
| | | | 2017-2 CCE | 1,077.12 | | HMK 456.96,PC 424.32 & RESP 195.84,JAN 2017 |
| | | | | 6,610.80 | | |
| 03/06/2017 | 161134 | GA FOOD SERVICES OF PINELLAS COUNTY | SI000169831 | 275.78 | | SNR SVC MEAL PRGRM-ADULT DAYCARE, 2/8-2/21/17 |
| | | | SI000169831 | 6,348.72 | | SNR SVC MEAL PRGRM-WCKLNE SNR CTR, 2/8-2/21/17 |
| | | | | 6,624.50 | | |
| 03/06/2017 | 161135 | GOLF VENTURES, INC | PINV0088655 | 2,529.20 | | COMMAND COMPOST & SPORTS- FIELD SAND |
| | | | | 2,529.20 | | |
| 03/06/2017 | 161136 | JAMES GONZALEZ | 40 | 337.50 | | PCFB PET AD/WEB AD DESIGN SRVCS FOR TDO |

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| | | | | 337.50 | | |
| 03/06/2017 | 161137 | HARTFORD LIFE & ACCIDENT INSURANCE | MARCH 2017 | 1,636.38 | | MAR 17 BILLING FOR BASIC LIFE & BASIC AD&D |
| | | | | 1,636.38 | | |
| 03/06/2017 | 161138 | HILARIE KEANE | 104441 | 56.07 | | PARKS FEE REFUND-104441 PPP CAMPSITE MOODY CUT |
| | | | 104441 | 3.93 | | PARKS SLSTX REFUND-104441 PPP CAMPSITE MOODY CUT |
| | | | | 60.00 | | |
| 03/06/2017 | 161139 | INDEPENDENT PRINTING | 55591 | 2,096.00 | | TOURISM FREE MAP BROCHURE PRINTING- TDO (10,000) |
| | | | 55607 | 240.00 | | BOOKLET ENVELOPES FOR TDC (1,500) |
| | | | | 2,336.00 | | |
| 03/06/2017 | 161140 | INTERIM HHA OF ST AUGUSTINE, INC. | 2017-01 | 962.88 | | RESP 01/02-01/20/17 |
| | | | 2017-01 CCE | 1,583.04 | | HMK 783.36,PC 799.68 01/03/17-01/20/17 |
| | | | 2017-02 ADI | 718.08 | | RESP 01/23-02/03/17 |
| | | | 2017-02 CCE | 1,387.20 | | HMK 767.04,PC 620.16 01/21/17-02/03/17 |
| | | | | 4,651.20 | | |
| 03/06/2017 | 161141 | INTERSTATE BATTERY SYSTEMS OF COAST | 20181003 | 255.72 | | (4)MTP-65,MTP-78DT BATTs PO NUM 023976 |
| | | | | 255.72 | | |
| 03/06/2017 | 161142 | INTERVEST CONSTRUCTION, INC | 16813-28963 | 174.67 | | UTIL CR BAL REFUND ACCT#16813-28963 |
| | | | | 174.67 | | |
| 03/06/2017 | 161143 | INWOOD CONSULTING ENGINEERS, INC. | 2 | 1,002.00 | | PROF SVCS:PRESCRIBED FIRE PLANNING@PPP-JAN 2017 |
| | | | | 1,002.00 | | |
| 03/06/2017 | 161144 | MICHAEL LAGASSE | 02/14& 02/22 | 35.00 | | TOLL EXPENSE REIMB:MULE SVRC 02/14/17-02/22/17 |
| | | | | 35.00 | | |
| 03/06/2017 | 161145 | LONNIE'S ALTERATIONS | 13344 | 50.00 | | ALTERATION SRVCS FOR F.MESTA, BUNKER GEAR |
| | | | | 50.00 | | |
| 03/06/2017 | 161146 | LOWE'S HOME CENTERS, LLC | 87521 | 3,343.12 | | VINYL FLOORING- TAX COLLECTOR RENOVTN |
| | | | 87522 | 591.78 | | VINYL FLOORING- TAX COLLECTOR RENOVTN |
| | | | 87523 | 1,294.80 | | REPLACEMENT CARPET- TAX COLLECTOR RENOVTN |
| | | | | 5,229.70 | | |

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| 03/06/2017 | 161147 | MANSFIELD OIL COMPANY | 142555 | 16,617.98 | | 87 UNL W/10%ETH,8460 GALL PO NUM 023982 |
| | | | | 16,617.98 | | |
| 03/06/2017 | 161148 | MAUDLIN INTERNATIONAL TRUCKS | VI89700 | 50.05 | | DIESEL AID PO NUM 023983 |
| | | | VI89947 | 50.05 | | DIESEL AID PO NUM 023983 |
| | | | | 100.10 | | |
| 03/06/2017 | 161149 | MIDWEST MEDICAL SUPPLY COMPANY LLC | 6583595 | 60.37 | | EXAM GLOVES PO NUM 023984 |
| | | | 6583826 | 603.66 | | EXAM GLOVES PO NUM 023984 |
| | | | | 664.03 | | |
| 03/06/2017 | 161150 | MIDWEST TAPE, LLC | 94768661 | 69.98 | | (2)AUDIO BOOKS FOR LIBRY |
| | | | | 69.98 | | |
| 03/06/2017 | 161151 | NORMENT SECURITY GROUP, INC. | 109166409 | 6,519.90 | | HRDWRE&SFTWRE MAINT&SPRPT 01/01/17-03/31/17-FAC |
| | | | 109166409 | 6,972.60 | | HRDWRE&SFTWRE MAINT&SPRPT 01/01/17-03/31/17-JC |
| | | | | 13,492.50 | | |
| 03/06/2017 | 161152 | NORTHEAST FLORIDA ENDOCRINE AND | 14878090 | 107.69 | | SS INDIGENT HEALTH |
| | | | | 107.69 | | |
| 03/06/2017 | 161153 | OPEN DOOR RE-ENTRY & RECOVERY MNSTY | 1/12-2/11 G.L. | 400.00 | | 1/12-2/11 RNTL ASSTNC |
| | | | | 400.00 | | |
| 03/06/2017 | 161154 | ORMOND FIRE & SAFETY INC | 604918 | 60.80 | | FIRE EXTING MTC & INSP SHERIFF OPER |
| | | | 604967 | 4.50 | | FIRE EXTING & STOVE HOOD MTCE-HW CRK CRTKRS |
| | | | OR40800 | 11.25 | | FIRE EXTING MTC & INSP BLDG |
| | | | OR40800 | 31.50 | | FIRE EXTING MTC & INSP FAC |
| | | | OR40800 | 456.10 | | FIRE EXTING MTC & INSP FLEET MGMT |
| | | | OR40800 | 47.45 | | FIRE EXTING MTC & INSP PARKS |
| | | | OR40800 | 88.45 | | FIRE EXTING MTC & INSP PW |
| | | | OR40800 | 120.60 | | FIRE EXTING MTC & INSP TRANSP |
| | | | OR40801 | 1,476.65 | | FIRE EXTING MTC & INSP FLEET-FCSO VEHS |
| | | | OR40841 | 18.00 | | FIRE EXTING MTC & INSP FLEET-FCSO |

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| 03/06/2017 | 161154 | ORMOND FIRE & SAFETY INC | OR40883 | 879.95 | | FIRE EXTING MTC & INSP FUEL FARM |
| | | | | 3,195.25 | | |
| 03/06/2017 | 161155 | PALM COAST FORD | 161513 | 251.37 | | PULLEY,MOTOR ASY PO NUM 023986 |
| | | | 161562 | 131.96 | | ROTOR ASY PO NUM 023986 |
| | | | | 383.33 | | |
| 03/06/2017 | 161156 | ELMER PIERSON | DISASTER ASSTNC | 856.38 | | SS DISASTER ASSISTANCE [REDACTED] |
| | | | | 856.38 | | |
| 03/06/2017 | 161157 | PUTNAM OBSTETRICS & GYNECOLOGY PA | 79738 | 43.51 | | SS INDIGENT HEALTH |
| | | | | 43.51 | | |
| 03/06/2017 | 161158 | RING POWER CORPORATION | 01WR2857683 | 3,897.33 | | PW TRACTOR REPR #886 |
| | | | | 3,897.33 | | |
| 03/06/2017 | 161159 | RUSSELL ORTHOPAEDIC CENTER PA | R4346-010007 | 73.17 | | SS INDIGENT HEALTH |
| | | | | 73.17 | | |
| 03/06/2017 | 161160 | SALLY SHERMAN | 02/04/17 | 40.02 | | TRVL REIMB:FAC MARIJUANA SUMMIT,2/4/17,KISSIMMEE |
| | | | | 40.02 | | |
| 03/06/2017 | 161161 | SHERYL ALEXANDER | 104736 | 100.00 | | PARKS DEPOSIT RFNF-104736 HAMMOCK CC |
| | | | 104736 | 140.19 | | PARKS FEE REFUND-104736 HAMMOCK CC |
| | | | 104736 | 9.81 | | PARKS SLS TX RFND-104736 HAMMOCK CC |
| | | | | 250.00 | | |
| 03/06/2017 | 161162 | SMA BEHAVIORAL HEALTH SERVICES, INC | LHZ38 0117 | 40,324.76 | G | REIMBURSEMENT-JAN 2017 |
| | | | | 40,324.76 | | |
| 03/06/2017 | 161163 | SABRINA SMITH | DEC 2016 C.H. | 350.00 | | DEC 16 RENTAL ASSISTANCE |
| | | | | 350.00 | | |
| 03/06/2017 | 161164 | SOUTH DAYTONA TRACTOR & MOWER INC | 474049 | 49.40 | | CHAIN PO NUM 023987 |
| | | | 474049 | 71.27 | | FILTER ELEMENT PO NUM 023987 |
| | | | | 120.67 | | |
| 03/06/2017 | 161165 | SPACE COAST FIRE & SAFETY, INC. | 743120 | 51.00 | | FIRE,SFTY ALARM MONITORNG AIR TRFFC CNTRL TOWR |

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| | | | | 51.00 | | |
| 03/06/2017 | 161166 | SUPPLYWORKS | 392519609 | 177.21 | | TRASH CAN LINERS PO NUM 023989 |
| | | | | 177.21 | | |
| 03/06/2017 | 161167 | TEN-8 FIRE EQUIPMENT, INC | IN824308 | 2,560.00 | | FIRE HOSES |
| | | | IN826627 | 1,125.00 | | COUPLINGS FOR FIRE RESCUE |
| | | | IN826628 | 118.58 | | FIRE RESCUE EQUIPMENT FREIGHT CHARGES |
| | | | IN826628 | 3,915.47 | | FIRE RESCUE SHELTERS GOGGLES,RAKES,STRAPS |
| | | | IN826913 | 100.00 | | FREIGHT CHARGES FOR HOSES:FORESTRY & GARDEN |
| | | | IN826913 | 1,010.42 | | HOSES:FORESTRY & GARDEN |
| | | | IN827511 | 571.80 | | FORESTRY HOSES FOR FIRE RESCUE |
| | | | IN827661 | 596.55 | | MACHETES,ADPTRS,NH-FIRE/ RESCUE |
| | | | | 9,997.82 | | |
| 03/06/2017 | 161168 | THE DAYTONA BEACH NEWS-JOURNAL | I02230716 | 296.04 | | AD:PUD DEV AGREMNT-HUNTRS RIDGE-ORDINANCE 1/21/17 |
| | | | I02233758 | 31.05 | | AD:NTCE OF REZONING AMENDING ORDNC 2006-20 |
| | | | | 327.09 | | |
| 03/06/2017 | 161169 | THE HOUSE NEXT DOOR | 4 | 198.00 | | COUNSELING SRVCS-JAN 2017 TEEN COURT |
| | | | | 198.00 | | |
| 03/06/2017 | 161170 | HELGA VAN ECKERT | 02/01/17 | 153.10 | | TRVL REIMB:1/27-2/7/17 MTGS-DAY BCH,JAX,ORLND0 |
| | | | | 153.10 | | |
| 03/06/2017 | 161171 | VOLUSIA ANESTHESIOLOGY ASSOC., PA | 00606122-1-1 | 126.30 | | SS INDIGENT HEALTH |
| | | | | 126.30 | | |
| 03/06/2017 | 161172 | VOLUSIA/FLAGLER SCORE CHAPTER 87 | 2017-FC7 | 3,000.00 | | FY17 ANNUAL SUPPORT-SCORE ECONOMIC DEVELOPMENT |
| | | | | 3,000.00 | | |
| 03/06/2017 | 161173 | W.W. GAY MECHANICAL CONTRACTOR, INC | 275264 | 1,720.40 | | HVAC SVC @ EOC |
| | | | 275302 | 141.00 | | HVAC SVC @ ENERGY PLANT |
| | | | 275358 | 190.00 | | HVAC SVC@EOC & GSB |
| | | | 275359 | 190.00 | | HVAC SVC @ EOC |
| | | | | 2,241.40 | | |

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| 03/06/2017 | 161174 | WASTE PRO OF FLORIDA INC | 0000242751 | 370.95 | | DISPOSAL FEE,ROLLOFF HAUL FAIRGROUND-2/16/17 |
| | | | | 370.95 | | |
| 03/06/2017 | 161175 | WEST GROUP | 835507812 | 167.88 | | INFORMATION CHRGS-JAN 17 |
| | | | | 167.88 | | |
| 03/06/2017 | 161176 | WEX BANK | 48509900 | 32.23 | | FUEL PURCHASES-AG EXT. JANUARY 2017 |
| | | | | 32.23 | | |
| 03/06/2017 | 161177 | YELENA LEZHENKINA | 104878 | 100.00 | | PARKS DEPOSIT RFNF-104878 BINGS LANDING NORTH |
| | | | | 100.00 | | |
| 03/06/2017 | 161178 | 4C'S TRUCKING & EXCAVATION, INC | PLANTBAY01 | 20,213.01 | | WATER POND MAINT-PLANTBAY |
| | | | | 20,213.01 | | |
| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00067462 | 654.11 | | TAPCON,LUMBER,PNHD FOR AIRPORT |
| | | | TXN00067595 | (5.11) | | CR REF TXN67599,RETURN VALVE |
| | | | TXN00067911 | 109.88 | | EQUIPMENT REPAIR PW 815 |
| | | | TXN00067911 | 372.77 | | VEHICLE RPR-FIRE/RESC8140 |
| | | | TXN00067914 | 105.18 | | VARIOUS REPAIR SUPPLIES - BINGS LANDING |
| | | | TXN00067933 | 26.71 | | PRIMER & PAINT - BINGS LANDING |
| | | | TXN00067940 | 275.34 | | VARIOUS REPAIR SUPPLIES - BINGS LANDING |
| | | | TXN00067949 | 82.14 | | VARIOUS REPAIR SUPPLIES - BINGS LANDING |
| | | | TXN00067969 | 19.60 | | SAW CHAIN - PPP |
| | | | TXN00068005 | 19.00 | | FUEL EXPNSE:TRANSP.VAN 82 TRNG,GAINSVLLE,10/6/16 |
| | | | TXN00068008 | 175.00 | | SPRING WATER FOR FAC. |
| | | | TXN00068023 | (175.00) | | CR REF TXN68008,RETURNED WATER |
| | | | TXN00068284 | 285.00 | | TOOL SET - TRUCK 9341 |
| | | | TXN00068348 | 250.02 | | FACEBOOK ADVERTISING-TDO 10/06-10/21-HURRICN MTTHW |
| | | | TXN00068370 | 9.87 | | MOUSE-FAC.COMPUTER |
| | | | TXN00068378 | 9.29 | | WASHERS - BINGS LANDING |
| | | | TXN00068386 | 18.48 | | CORK BOARD&NOTE DISPENSER FACILITIES |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00068386 | 16.49 | | OFFICE SUPPLIES-FACIL. |
| | | | TXN00068439 | 365.76 | | VEHICLE REPAIR FCSO 5637 &5638 |
| | | | TXN00068492 | 25.65 | | DRINKING WATER SVC-TDO 9/29-10/27/16 |
| | | | TXN00068580 | 3.88 | | VEHICLE RPR-CODE ENF 869 |
| | | | TXN00068674 | 30.90 | | AUTHORIZE.NET MONTHLY CC FEE FOR PARKS-OCT 2016 |
| | | | TXN00068834 | 1,000.00 | | MBRSHP:FL SHORE&BCH PRESR -VATN ASSC-ENGINEERG DEPT |
| | | | TXN00068857 | 367.76 | | VEHICLE RPR-FCSO 5635, 5636 |
| | | | TXN00068962 | 99.00 | | DROPBX ACCT RNWL:11/12/16 -11/12/17 FOR TDO |
| | | | TXN00068968 | 12.58 | | DRILL BIT - EOC |
| | | | TXN00068968 | 61.17 | | WASHER, NUTS AND BOLTS - EOC |
| | | | TXN00068990 | 18.51 | | LIGHT BULBS-AIRPORT CORP CTR |
| | | | TXN00069000 | 41.30 | | REGIS FOR TRAILER DUE TO HURRICAN MATTHEW |
| | | | TXN00069103 | 576.00 | | DINNER EXPNSE:FISHERS OF MEN TOURNMNT-11/17/16-TDO |
| | | | TXN00069128 | 28.48 | | MOLD REMOVER - GSB |
| | | | TXN00069162 | 26.62 | | TUBE&PIPE CUTTERS FOR FIRST BAPTIST ACADEMY RPR |
| | | | TXN00069170 | 11.68 | | 4 WAY KEY STEM-TRUCK 984 |
| | | | TXN00069171 | 28.00 | | FLUSH MOUNT-AIRPORT MAIN OFFICE RPR |
| | | | TXN00069179 | 41.69 | | LOCKS & CHAINS-WADSWORTH PARK |
| | | | TXN00069208 | 12.81 | | SCREWS&TOOL BAR ORGANIZER FOR AIRPORT |
| | | | TXN00069212 | (42.80) | | CR REF TXN 67462,RETURN LUMBER,TAPCON,PNHD |
| | | | TXN00069223 | 10.74 | | KEYS KEY TAG -TRUCK 8696 |
| | | | TXN00069229 | 650.00 | | POSTAGE FOR FULFILLMNT OF VISITOR PCKGS-TDO |
| | | | TXN00069230 | 501.91 | | SCREW,BUSHING,CABLE,CONNS FOR AIRPORT CORP CENTER |
| | | | TXN00069233 | 13.05 | | COUPLS,BUSHINGS,TEES, PIPES-WADSWORTH PK RPRS |
| | | | TXN00069239 | 11.47 | | INTERNATNL TRANS FEE FOR TXN69244 |
| | | | TXN00069240 | 8.25 | | FDOT MEDICAL CARD RPLCMNT LEON GOLDEN,TRANSP DEPT |
| | | | TXN00069242 | 11.47 | | INTERNATNL TRANS FEE FOR TXN69254 |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00069254 | 1,195.00 | | (400)CODETWO EXCHNG LCNSE USERS FOR IT |
| | | | TXN00069254 | 239.00 | | (400)SUPPORT CONTRACT FOR CODETWO USRS-EXP 11/29/17 |
| | | | TXN00069257 | 13.49 | | DRILL BIT - TRUCK 767 |
| | | | TXN00069270 | 99.17 | | EQUIPMENT RPR-FAC GENSET |
| | | | TXN00069273 | 3.02 | | FASTENERS - FAC.TRCK 804 |
| | | | TXN00069277 | 73.46 | | CABLE CLIP & NAIL PLATE - AIRPORT CORP CENTER |
| | | | TXN00069279 | 407.29 | | BATT INSULATION AIRPORT CORP CENTER |
| | | | TXN00069280 | 25.25 | | PIPE - AIRPORT CORP CTR |
| | | | TXN00069284 | 152.50 | | CABLE BOX - AIRPORT CORP CTR. |
| | | | TXN00069292 | 404.14 | | FACEBOOK ADVERTISING-TDO 10/29-11/29/16 |
| | | | TXN00069295 | 11.86 | | HITCH RING - TRAILER #879 |
| | | | TXN00069298 | 9.88 | | PAINT & CAULK - WADSWORTH PARK |
| | | | TXN00069298 | 6.55 | | PAINT SUPPLIES-WDSWRTH PK |
| | | | TXN00069303 | 193.09 | | VARIOUS REPAIR ITEMS AIRPORT CORP CENTER |
| | | | TXN00069308 | (2.73) | | CR REF TXN69179 FOR TAX CREDIT |
| | | | TXN00069316 | 32.25 | | DOT DRUG&ALCOHOL SCREENG FOR B.M.JONES,TRANSP. |
| | | | TXN00069317 | 17.82 | | CLEANING SUPPLIES-TDO |
| | | | TXN00069317 | 90.20 | | LABELS FOR TDO |
| | | | TXN00069318 | 64.50 | | DOT DRUG&ALCOHOL SCREENG FOR M.AUSTIN,L.BRIMIGION |
| | | | TXN00069328 | 173.40 | | INSULATION - AIRPORT CORP CENTER |
| | | | TXN00069333 | 89.04 | | WALL MOUNTED SNGL FAUCET FACILITIES RPR |
| | | | TXN00069337 | 6.45 | | POSTAGE EXP:MAIL CONTRACT FOR TRANSP DEPT,12/01 |
| | | | TXN00069349 | 8.99 | | LIGHT BULBS FOR AIRPORT |
| | | | TXN00069351 | 15.13 | | TIME CARDS - FACILITIES |
| | | | TXN00069351 | 15.14 | | TIME CARDS - PARKS |
| | | | TXN00069351 | 15.13 | | TIME CARDS - PLANT.BAY |
| | | | TXN00069352 | 19.94 | | WALL PLATE & WALL JACK AIRPORT TRIANGLE AIR BLDG |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00069353 | 6.72 | | KEY - TRIANGLE AIR - UNIT 279 |
| | | | TXN00069354 | 14.39 | | SAWZAL - TRUCK 768 |
| | | | TXN00069363 | 24.05 | | INK CARTRIDGES- PLANT.BAY UTIL WATER |
| | | | TXN00069363 | 24.05 | | INK CARTRIDGES-PLANT.BAY UTIL. WASTEWATER |
| | | | TXN00069366 | 545.00 | | POSTAGE FOR FULFILLMNT OF VISITOR PCKGS-TDO |
| | | | TXN00069372 | 33.00 | | STOP SIGN - AIRPORT |
| | | | TXN00069404 | 310.00 | | HTL LDGNG:FL ENCNTR,ORLND 11/30-12/1,C.LENINGER,TDO |
| | | | TXN00069406 | 465.00 | | HTL LDGNG:VISIT FL,MTGS, ORLNDO,11/28-30,A.LUKASIK |
| | | | TXN00069407 | 32.95 | | AUTHORIZE.NET MONTHLY CC BILLING CHRГ-PARKS-NOV 16 |
| | | | TXN00069410 | 44.97 | | LIGHT FIXTURE-VFS KORONA STA# 31 |
| | | | TXN00069413 | 254.40 | | PRINTER INK - FLEET |
| | | | TXN00069421 | 306.00 | | AIRNAV.COM RNWL FOR AIRPT THRU 12/2017&DSPLY SYMBLS |
| | | | TXN00069426 | 12.52 | | HOLE STRAP - AIRPORT CORP CENTER |
| | | | TXN00069427 | 11.94 | | CONNECTOR - AIRPORT CORP CTR |
| | | | TXN00069429 | 38.52 | | RPR ITEMS FOR TRIANGLE AIR BLDG |
| | | | TXN00069437 | 5.09 | | FASTENERS - AIRPORT CORP CTR |
| | | | TXN00069441 | 504.34 | | VISITOR CENTER BROCHURE SPACE PRINTING-TDO |
| | | | TXN00069443 | 27.88 | | ROOFING REPAIR SUPPLIES- HOLDEN HOUSE |
| | | | TXN00069446 | 1,908.00 | | RONCO WIRELESS ACCSS RNWL PHONE SVC,1YR-COURT TECH |
| | | | TXN00069457 | 25.65 | | DRINKING WATER SRVC-TDO 11/29-12/28/16 |
| | | | TXN00069458 | 37.96 | | BLADES - TRUCK 8692 |
| | | | TXN00069462 | 8.09 | | SEALANT CLEANR-CATTLEMANS HALL |
| | | | TXN00069465 | 90.52 | | CABLES & BOXES - TRIANGLE AIR |
| | | | TXN00069467 | 22.29 | | DRYWALL REPAIR SUPPLIES - INMATE FACILITY |
| | | | TXN00069478 | 4.94 | | PUTTY KNIFE - TRUCK 804 |
| | | | TXN00069478 | 10.60 | | WALL REPAIR SUPPLIES-FAC. |
| | | | TXN00069483 | 44.99 | | USED RADIO PURCHASE FOR 800 MHZ |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00069491 | 11.99 | | ZIPTIES-AIA TENNIS COURTS RPRS |
| | | | TXN00069499 | 102.24 | | RUNWAY LIGHT BULBS-AIRPRT |
| | | | TXN00069502 | 5.99 | | GLUE - TRUCK 809 |
| | | | TXN00069504 | 15.29 | | INSCECT KILLER - ST JOHNS CC |
| | | | TXN00069508 | 15.99 | | POSTAGE FOR FULFILLMNT OF VISITOR PCKGS-TDO |
| | | | TXN00069513 | 16.25 | | VARIOUS PLUMBING SUPPLIES FOR STATION 92 |
| | | | TXN00069515 | 26.96 | | FIRE ANT SPRAY- PRINCESS PLACE |
| | | | TXN00069542 | 8.63 | | COUPLER-PRINCESS PLACE |
| | | | TXN00069563 | 23.25 | | SECTIONAL CHARTS-AIRPORT RESALE |
| | | | TXN00069564 | 132.38 | | WIRE & CONDUIT-MOODY BOAT LAUNCH |
| | | | TXN00069571 | 23.95 | | EXTENSION CORD-TRUCK 980 |
| | | | TXN00069573 | 70.00 | | HVAC SENSOR - FACILITIES |
| | | | TXN00069584 | 27.35 | | PILOT LOUNGE SUPPLIES |
| | | | TXN00069590 | 12.40 | | CLOCK FOR CHILDREN'S DEPT LIBRARY |
| | | | TXN00069590 | 40.25 | | MISC CRAFT SUPPLIES FOR THE LIBRARY |
| | | | TXN00069590 | 80.35 | | MISC OFFICE SUPPLIES FOR THE LIBRARY |
| | | | TXN00069591 | 18.18 | | ZIP TIES - TRUCK 809 |
| | | | TXN00069594 | 179.00 | | HTL LDGNG:FPL ILLUMINATN, COCOA BCH,12/08-K.AUSTIN |
| | | | TXN00069596 | 560.00 | | POSTAGE FOR FULFILLMNT OF VISITOR PCKGS-TDO |
| | | | TXN00069598 | 19.67 | | SHOWER REPAIR ITEMS - OLD SALT PARK |
| | | | TXN00069603 | 28.71 | | PRINTER INK - FACILITIES |
| | | | TXN00069603 | 28.71 | | PRINTER INK - PARKS |
| | | | TXN00069603 | 28.71 | | PRINTER INK - UTILITIES |
| | | | TXN00069603 | 28.70 | | PRINTER INK-GEN SVCS ADMN |
| | | | TXN00069603 | 28.71 | | PRINTER INK-TRANSP DEPT |
| | | | TXN00069604 | 2.68 | | FASTENERS-PRINCESS PLACE |
| | | | TXN00069611 | 8.40 | | DESK CALENDAR - ADMIN |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00069615 | 8.98 | | BOLT-FACILITIES |
| | | | TXN00069618 | 42.00 | | BLOWER WHEEL-CIVIC ARENA |
| | | | TXN00069627 | 71.64 | | ANTENNA,REMOTE RPR-JUD. CENTER |
| | | | TXN00069627 | 78.68 | | ANTENNAS AND REMOTE-STOCK |
| | | | TXN00069628 | 8.99 | | TANK LEVER-SHELL BLUFF |
| | | | TXN00069629 | 22.95 | | POSTAGE:AIRPORT-WILDLIFE FOUNDATN,TALL,12/12/16 |
| | | | TXN00069642 | 67.76 | | EQUIPMENT RPR-PW MOWER 1028 |
| | | | TXN00069643 | 68.28 | | VEHICLE REPAIR FCT 96 |
| | | | TXN00069650 | 498.56 | | FLUSH VALVE - JUNGLE HUT RESTROOM TOILET REPAIRS |
| | | | TXN00069658 | 3.90 | | BLADES - TRUCK 804 |
| | | | TXN00069658 | 54.50 | | ROOFING REPAIR SUPPLIES - PC LIBRARY |
| | | | TXN00069667 | 17.09 | | PVC,STRAP,GLUE FOR RIVER- SEA RPRS |
| | | | TXN00069668 | 24.74 | | ROPE AND PULLEY-AIRPORT RPR |
| | | | TXN00069670 | 68.67 | | LUMBER & SCREWS - AIRPORT CORP CTR |
| | | | TXN00069678 | 992.00 | | SHIRTS W/EMBLEMS FOR THE AIRPORT |
| | | | TXN00069684 | 365.00 | | LASER COPIER FOR COURT ADMIN. |
| | | | TXN00069686 | 50.80 | | EQUIPMENT REPAIR PW 651 TRAILER |
| | | | TXN00069691 | 49.04 | | RIDGE VENT,STRAP,END PLUG RIVER TO SEA PAVILLN RPRS |
| | | | TXN00069697 | 14.31 | | WIRE ROPE CLIP - FCRA |
| | | | TXN00069706 | 13.49 | | DRILL BIT - WICKLINE |
| | | | TXN00069706 | 19.02 | | FASTENERS - WICKLINE |
| | | | TXN00069711 | 22.28 | | RED LAVA STONE-POTHOLE RPRS AT SHERIFF'S OPS |
| | | | TXN00069719 | 7.19 | | LIGHT BULB-HEALTH DEPT |
| | | | TXN00069721 | 15.90 | | WIRE ROPE CLIP - FCRA |
| | | | TXN00069737 | 46.13 | | VEHICLE RPR-AIRPORT 5155 |
| | | | TXN00069746 | 67.31 | | DRYWALL MTRL-TRIANGLE AIR BLDG |
| | | | TXN00069932 | 25.75 | | PIPES,NIPPLES FOR ECO RPR |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00069936 | 700.00 | | POSTAGE FOR FULFILLMNT OF VISITOR PCKGS-TDO |
| | | | TXN00069939 | 4.48 | | BUILDING KEYS - FACIL. |
| | | | TXN00069940 | 2.42 | | ID TAG-TAX COLL OFFICE |
| | | | TXN00069940 | 34.59 | | PAINT BRUSHES- TAX COLL |
| | | | TXN00069943 | 111.10 | | AIRFIELD LIGHTING REPAIRS CPLNGS,SIGN BASE-AIRPORT |
| | | | TXN00069947 | 71.55 | | DISPOSBLE PADS FOR NEW VACUUM - JUSTICE CENTER |
| | | | TXN00069949 | 59.34 | | WIRELESS CHRGS-DEC 2016 AIRPORT |
| | | | TXN00069949 | 62.69 | | WIRELESS CHRGS-NOV 2016 AIRPORT |
| | | | TXN00069950 | 7.00 | | WIRELESS CHRGS-DEC 2016 SNR. SRVCS |
| | | | TXN00069950 | 48.79 | | WIRELESS CHRGS-NOV 2016 SNR SRVCS |
| | | | TXN00069951 | 71.33 | | WIRELESS CHRGS-DEC 2016 FIN.SRVCS |
| | | | TXN00069951 | 80.03 | | WIRELESS CHRGS-NOV 2016 FIN.SRVCS |
| | | | TXN00070706 | 61.72 | | DOOR CLOSER-RIVER TO SEa RESTROOM REPAIR |
| | | | TXN00070709 | 16.59 | | DRILL BITS - TRUCK 984 |
| | | | TXN00070712 | 57.06 | | VEHICLE REPAIR FCT 101 |
| | | | TXN00070713 | 16.13 | | BOLT CUTTER - TRUCK 809 |
| | | | TXN00070714 | 41.61 | | CARPET GRIPPER & SCREWS - INMATE CLASSROOMS 2 & 3 |
| | | | TXN00070715 | 284.80 | | TRASH CANS - AG MUSEUM |
| | | | TXN00070716 | 53.28 | | PW EQUIP RPR 8361 |
| | | | TXN00070720 | 180.35 | | VEHICLE RPR-TRANS.BUS 101 |
| | | | TXN00070728 | 69.95 | | MINITOR PAGER FOR 800MHZ |
| | | | TXN00070731 | 129.95 | | VEHICLE REPAIR PW 854 |
| | | | TXN00070733 | 177.42 | | HEALTHCARE PRODUCTS/SPPLS FOR ADULT DAY CARE |
| | | | TXN00070734 | 13.16 | | CONCRETE REPAIR MATERIAL FOR WADSWORTH PARK |
| | | | TXN00070735 | 12.95 | | PW EQUIP RPR 735 |
| | | | TXN00070738 | 32.19 | | FASTENERS/BOLTS FOR WOODS TRUCKS |
| | | | TXN00070739 | 221.34 | | TABLETOP BINGO FOR ADULT DAY CARE |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00070741 | 7.05 | | COUPLINGS & PVC PIPE AG CENTER RPRS |
| | | | TXN00070742 | 161.00 | | TRACTOR RPR-PW 8361 |
| | | | TXN00070746 | 0.31 | | PUMP FOR PLANTATION BAY |
| | | | TXN00070747 | 726.57 | | PUMP FOR PLANTATION BAY |
| | | | TXN00070748 | 21.78 | | PAINTING SUPPLIES - TRUCK 980 |
| | | | TXN00070749 | 499.13 | | VEHICLE REPAIR FCSSO 5639 |
| | | | TXN00070750 | 19.78 | | DRILL BITS - TRUCK 767 |
| | | | TXN00070758 | 13.20 | | DRILL BIT - PPP |
| | | | TXN00070758 | 36.21 | | SHOWER HEAD,TAPE,CAULK PPP SHOWER RPR |
| | | | TXN00070760 | 7.73 | | DENATURED ALCOHL&GOO GONE TRK 8696 |
| | | | TXN00070760 | 30.46 | | MISC TOOLS - TRUCK 8696 |
| | | | TXN00070767 | 10.95 | G | NEWS JOURNAL DIGITAL SUBSCRIPTION-JAN 17-EMPA |
| | | | TXN00070775 | 750.00 | | POSTAGE FOR VISITOR INFO PACKETS-TDO |
| | | | TXN00070778 | 401.00 | | REPLACEMENT HAND DRYER - RIVER TO SEA RSTRM RPR |
| | | | TXN00070790 | 13.55 | | HEAVY DUTY MOUNTING TAPE FOR IT DEPT |
| | | | TXN00070792 | 48.73 | | TENT CARDS,SHEET PROTCTRS PENS FOR ADMIN |
| | | | TXN00070797 | 13.18 | | POSTAGE TO MAIL CERTIFIED LETTR FOR HUMAN SVCS-1/27 |
| | | | TXN00070806 | 11.75 | | DRAIN CLEANER - TRUCK 983 |
| | | | TXN00070806 | 37.24 | | REPLACEMENT SAFETY SWITCH FOR THE HEALTH DEPT |
| | | | TXN00070806 | 36.04 | | V-BELTS - TRUCK 983 |
| | | | TXN00070812 | 50.00 | | POSTAGE FOR VISITOR INFO PACKETS-TDO |
| | | | TXN00070822 | 556.30 | | FERTILIZER-FCRA |
| | | | TXN00070823 | 750.00 | | POSTAGE FOR VISITOR INFO PACKETS-TDO |
| | | | TXN00070853 | 250.00 | | POSTAGE FOR VISITOR INFO PACKETS-TDO |
| | | | TXN00070857 | 104.77 | | VARIOUS REPAIR SUPPLES - AG CENTER |
| | | | TXN00070864 | 32.70 | | VEH RPR-FIRE/RESC 929 |
| | | | TXN00070865 | 7.64 | | FUNNEL - INMATE FACILITY MAINTENANCE |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00070872 | 209.90 | | ATT#Q32-3622,DEC 16 AND JAN 17 E911 |
| | | | TXN00070875 | 40.77 | | PUTTY KNIFE,WRENCH,PLIERS PAINT TOOL-TRUCK 984 |
| | | | TXN00070879 | 18.77 | | VEH RPR-FIRE/RESC 929 |
| | | | TXN00070880 | 8.99 | | LIGHT FIXTURE-BULL CREEK |
| | | | TXN00070884 | 68.91 | | UTILITY GLOVES FOR BEVRLY BEACH WATER |
| | | | TXN00070889 | 220.14 | | VEHICLE REPAIR EOC 8703 |
| | | | TXN00070892 | 17.77 | | PARKS TRACTOR RPR 8725 |
| | | | TXN00070893 | 7.38 | | ADPTR-DAYTONA NORTH WATER RPR |
| | | | TXN00070893 | 7.16 | | PIPE TAPE,GREAST-TRK 981 |
| | | | TXN00070897 | 81.34 | | MISC RPR ITEMS FOR WADSW. PARK |
| | | | TXN00070899 | 3.42 | | FASTENERS - WADSWORTH PK |
| | | | TXN00070900 | 19.15 | | FASTENERS-WADSWORTH PARK |
| | | | TXN00070902 | 51.63 | | DRILL BITS & BLADE TRUCK 809 |
| | | | TXN00070903 | 23.39 | | STAPLER-TRUCK 8696 |
| | | | TXN00070906 | 50.00 | | FERTILIZER-WADSWORTH PARK |
| | | | TXN00070912 | 179.00 | | FUEL PUMP REPAIR- FLEET |
| | | | TXN00070912 | 115.86 | | FUEL PUMP RPR |
| | | | TXN00070913 | 7.72 | | SCREWS AND NUTS WADSWORTH PARK |
| | | | TXN00070915 | 26.62 | | DRILL BITS -TRUCK 8199 |
| | | | TXN00070915 | 7.20 | | FASTENERS -TRUCK 8199 |
| | | | TXN00070919 | 35.92 | | PROPANE FOR SHOP HEATERS |
| | | | TXN00070921 | 8.46 | | WALL PLATES - INMATE FAC. |
| | | | TXN00070923 | 12.76 | | FASTENERS,CORNER BRACE, WIRE TIES-PARKS |
| | | | TXN00070927 | 49.34 | | REPLACMNT DOOR KICK PLATE WADSWORTH PARK |
| | | | TXN00070931 | 16.19 | | BITSET - TRUCK 804 |
| | | | TXN00070931 | 16.33 | | SCREWS,FASTENERS FOR BAPTIST ACADEMY |
| TXN00070934 | 4.13 | | BATTERY-BAY DOOR REMOTE @ STA. 16 | | | |

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| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00070947 | 208.02 | | HOUR METERS FOR BEV.BEACH WW |
| | | | TXN00070949 | 39.06 | | CHAIN PROOF,HOOK FOR SWING RPR @WADSWORTH PARK |
| | | | TXN00070961 | 27.63 | | PARKS MOWER RPR 1011 |
| | | | TXN00070966 | 30.36 | | DRILL & WOOD CHISEL TRUCK 809 |
| | | | TXN00070967 | 37.98 | | SAW BLADE - TRUCK 8200 |
| | | | TXN00070973 | 20.00 | | COMMN GROUND BRKFST REGIS COMM MCLAUGHLIN,2/23/17 |
| | | | TXN00070978 | 10.00 | | NAME BADGE - J.BISHOP COMM SRVCS |
| | | | TXN00070978 | 10.00 | | NAME BADGE - W.COSTELLO SNR SRVCS |
| | | | TXN00070980 | 30.00 | | FLAT TIRE INFLATABLE CAN FOR FAC |
| | | | TXN00070980 | 13.84 | | HEX NUTS,SCREWS FOR FAC. |
| | | | TXN00070983 | 26.54 | | SWAY BAR RPR-FCSO VEH # 3997 |
| | | | TXN00070986 | 61.05 | | VEHICLE REPAIR FCSO 3418 |
| | | | TXN00070994 | 3.21 | | ADPTRS,BUSHINGS-FCRA RPR |
| | | | TXN00070996 | 117.15 | | VEHICLE REPAIR FCSO 4922 |
| | | | TXN00071000 | 136.13 | | ELEC RELAY,CONT POLES FOR PB WATER |
| | | | TXN00071004 | 20.93 | | VEHICLE RPR-FCSO S03418 |
| | | | TXN00071005 | 0.89 | | PAINT BRUSH- JUNGLE HUT |
| | | | TXN00071005 | 7.56 | | SPRAY PAINT - JUNGLE HUT |
| | | | TXN00071005 | 1.95 | | VINYL LETTERS-JUNGLE HUT |
| | | | TXN00071007 | 20.95 | | COUPLING FOR PB WW |
| | | | TXN00071007 | 105.26 | | LIQUID BUFFER FOR PB WW |
| | | | TXN00071008 | 9.25 | | V-BELT FOR GATE @ FCSO |
| | | | TXN00071010 | 52.37 | | FAC.EQUIP RPR 847 |
| | | | TXN00071012 | 19.99 | | PLIERS FOR FLEET SHOP USE |
| | | | TXN00071015 | 98.00 | | EQUIP REPAIR PW 8361 |
| | | | TXN00071015 | 4.05 | | EQUIP REPAIR PW 8361 |
| TXN00071019 | 159.00 | | HTL LDGNG:FAC WKSHOP,2/01 GAINSVLLE,COMM OBRIEN | | | |

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
Invoices Processed for week ending 03/03/2017

Date: 03/08/2017

| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
|------------|---------|----------------------------------|----------------|---------------|---|---|
| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00071021 | 256.11 | | EQUIP REPAIR- PW 8788 |
| | | | TXN00071023 | 79.98 | | LABELS FOR 800 MHZ |
| | | | TXN00071024 | 44.35 | | LOCK RPR SUPPLIES,RUBBER CEMENT-PELLICER CC |
| | | | TXN00071026 | 1.06 | | REPLACEMENT OUTLET COVERS FOR CATTLEMANS HALL |
| | | | TXN00071028 | 172.77 | | 6&8 OUTLETS,4FT STRIP LIGHTS FOR OFFC WORKBENCH |
| | | | TXN00071029 | 347.50 | | REKEY - ESPANOLA CC |
| | | | TXN00071030 | 8.27 | | OFFICE SUPPLIES - ADMIN |
| | | | TXN00071030 | 8.26 | | OFFICE SUPPLIES - FAC |
| | | | TXN00071030 | 16.56 | | OFFICE SUPPLIES - FLEET |
| | | | TXN00071030 | 8.27 | | OFFICE SUPPLIES - PARKS |
| | | | TXN00071030 | 8.27 | | OFFICE SUPPLIES - UTIL |
| | | | TXN00071030 | 6.57 | | OFFICE SUPPLIES- TRANSP |
| | | | TXN00071032 | 305.00 | | REKEY - HAW CREEK CC |
| | | | TXN00071036 | 13.04 | | TPMS SRVC KITS-FLEET |
| | | | TXN00071037 | 152.10 | | HTL LDGNG:2/01,GAINESVILLE FAC WKSHOP,COMM.HANSEN |
| | | | TXN00071038 | 23.00 | | SUPPLIES FOR THE EMPLOYEE HEALTH FAIR |
| | | | TXN00071040 | 13.94 | | VEHICLE RPR-PARKS 9333 |
| | | | TXN00071044 | 81.77 | | VEH RPR-FCT 98 |
| | | | TXN00071045 | 31.80 | | EQUIP RPR-PARKS MOWR#8544 |
| | | | TXN00071047 | 196.00 | | FIRE/RES DRUG SCREENING F.HERRICK & R.HEADLEY |
| | | | TXN00071050 | 39.54 | | POSTAGE TO MAIL CERTIFIED LETTER FOR HUMAN SVCS-2/3 |
| | | | TXN00071052 | 26.99 | | CARPET CLNG MACHINE RNTL FOR STATION 71 |
| | | | TXN00071052 | 12.59 | | CLEANER FOR CARPET CLNR MACHINE-STA.71 |
| | | | TXN00071053 | 14.67 | | SCREWS,MOUNTING TIES FOR OFFICE WORKBENCH |
| | | | TXN00071055 | 695.00 | G | HTL LDGNG:1/29-2/02,FDEM TRNG,ORLANDO-S.GARTEN,EMS |
| | | | TXN00071056 | 37.96 | | DRILL BITS & NUT DRIVER SET - TRUCK 809 |
| | | | TXN00071058 | 13.89 | | BEACHBALLS,NOODLES FOR EMP.HEALTH FAIR |

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
Invoices Processed for week ending 03/03/2017

Date: 03/08/2017

| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
|------------|---------|------------------------------------|----------------|------------------|---|---------------------------------|
| 03/06/2017 | 161187 | FLAGLER CO BCC POOLED CASH PCARD | TXN00071061 | 373.00 | | REKEY - PELLICER CC |
| | | | TXN00071065 | 80.57 | | TRANSP BUS 96 RPR |
| | | | TXN00071066 | 113.20 | | UNIFRM RNTL/CLNG SVC-2/03 PW |
| | | | TXN00071067 | 29.99 | | DRILL BIT FOR FLEET SHOP |
| | | | TXN00071071 | 8.99 | | SPRINKLR BOX RPR-FAIRGRND |
| | | | | 31,646.49 | | |
| 03/07/2017 | 161188 | AFLAC PREMIUM HOLDING | 20170217 | 1,752.33 | | PAYROLL SUMMARY |
| | | | 20170224 | 1,752.33 | | PAYROLL SUMMARY |
| | | | 20170303 | 1,635.87 | | PAYROLL SUMMARY |
| | | | 20170310 | 1,713.51 | | PAYROLL SUMMARY |
| | | | | 6,854.04 | | |
| 03/07/2017 | 161189 | FCBCC GROUP BENEFITS (P/R) | 20170310 | 13,495.07 | | PAYROLL SUMMARY |
| | | | | 13,495.07 | | |
| 03/07/2017 | 161190 | FCBCC GROUP BENEFITS FLEX PLAN | 20170310 | 1,194.07 | | PAYROLL SUMMARY |
| | | | | 1,194.07 | | |
| 03/07/2017 | 161191 | FLAGLER CO PROF FIREFIGHTERS ASSO | 20170310 | 852.00 | | PAYROLL SUMMARY |
| | | | | 852.00 | | |
| 03/07/2017 | 161192 | FLAGLER COUNTY COCC (P/R) | 20170310 | 23.00 | | PAYROLL SUMMARY |
| | | | | 23.00 | | |
| 03/07/2017 | 161193 | UNITED WAY OF VOLUSIA-FLAGLER, INC | 20170310 | 5.00 | | PAYROLL SUMMARY |
| | | | | 5.00 | | |
| 03/07/2017 | 161194 | US DEPARTMENT OF EDUCATION (P/R) | 20170310 | 29.77 | | PAYROLL SUMMARY |
| | | | | 29.77 | | |
| 03/06/2017 | 313539 | COLSON CORPORATION INC. | P1879-1 | 5,495.00 | | DRYWALL WORK-HAMMOCK CC |
| | | | | 5,495.00 | | |
| 03/06/2017 | 313540 | FLAGLER CDS, INC. | 152188 | 160.00 | | LAND CLEARING 2/10 - HAMMOCK CC |
| | | | | 160.00 | | |

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
Invoices Processed for week ending 03/03/2017

Date: 03/08/2017

| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
|------------|---------|----------------------------------|----------------|-------------------|---|--|
| 03/06/2017 | 313541 | LOWE'S HOME CENTERS, LLC | 01434 | 1,734.75 | | REPAIR ITEMS FOR HAMMOCK CC |
| | | | 01798 | 653.34 | | REPAIR ITEMS FOR HAMMOCK SUBSTATION |
| | | | 93058 | 680.88 | | PAINT FOR INMATE FACILITY COMPLETION |
| | | | 93213 | 163.96 | | REPAIR ITEMS FOR HAMMOCK SUBSTATION |
| | | | 93214 | 171.00 | | REPAIR ITEMS FOR HAMMOCK SUBSTATION |
| | | | | 3,403.93 | | |
| 03/06/2017 | 313542 | NOEL'S FLOORING LLC | #2 | 740.00 | | INSTALL CARPET-JAIL TRAINING ROOM |
| | | | #3 | 488.64 | | CARPET INSTALL-HAMMOCK CC |
| | | | | 1,228.64 | | |
| 03/06/2017 | 313543 | FLAGLER CO BCC POOLED CASH PCARD | TXN00068202 | 4.95 | | PVC CAPS-RPRS AT HAMMOCK CC |
| | | | TXN00069480 | 111.48 | | LUMBER FOR FCSO SUB STA. RPRS DUE TO HURRCN MTTHEW |
| | | | TXN00069575 | 25.23 | | VARIOUS REPAIR SUPPLIES - HAMMOCK CC |
| | | | TXN00069583 | 47.69 | | PH SCREWS FOR HAMMOCK CC RPRS |
| | | | TXN00069717 | 9.05 | | CLNR,CEMENT,CPLNG,ELL, BUSHING-HAMMOCK CC |
| | | | | 198.40 | | |
| 03/06/2017 | 333003 | CDW GOVERNMENT LLC | GVL5660 | 245.00 | | LASERJET PRO PRINTER SHIP |
| | | | | 245.00 | | |
| 03/06/2017 | 333004 | FEDERAL EXPRESS CORPORATION | 5-710-02000 | 6.75 | | SHPPNG CHRGS:SHIP-CUSTOM BANNER,IN 02/08/2017 |
| | | | 5-710-02000 | 5.30 | | SHPPNG CHRGS:SHIP-K.CLAPP GAINSVILLE, 1/30/17 |
| | | | | 12.05 | | |
| 03/06/2017 | 333005 | MICHAEL TRINKLE | DM-16-28 | 940.72 | | SHIP DISASTER ASSISTANCE [REDACTED] |
| | | | | 940.72 | | |
| 03/01/2017 | 9170277 | STATE OF FL-DOR-RETIREMENT WIRE | WTO17-283 | 203,004.49 | | FEB 17 MONTHLY RETIREMENT WIRE |
| | | | | 203,004.49 | | |
| 03/01/2017 | 9170278 | EXPRESS TAX - TTL WIRE | WTO17-284 | 77,811.54 | | TTL WIRE WEEK OF 3/03/17 |
| | | | | 77,811.54 | | |
| 03/01/2017 | 9170279 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-285 | 335.24 | | P & A FLEXIBLE SPENDING 3/01/17 |

Flagler County Board of Commissioners - Disbursement Report Required per F.S. 136.06
Invoices Processed for week ending 03/03/2017

Date: 03/08/2017

| Check Date | Check # | Vendor Name | Invoice Number | Net Trans Amt | ? | Description |
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| | | | | 335.24 | | |
| 03/02/2017 | 9170280 | DHARMA MERCHANT SERVICES, INC | WTO17-286 | 427.02 | | FEB 17 PARKS MONTHLY CREDIT CARD CHRGS/FEES |
| | | | | 427.02 | | |
| 03/02/2017 | 9170281 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-287 | 195.49 | | P & A FLEXIBLE SPENDING 3/02/17 |
| | | | | 195.49 | | |
| 03/03/2017 | 9170282 | NATIONWIDE RETIREMENT SOLUTIONS INC | WTO17-288 | 4,809.04 | | NATIONWIDE RETIREMENT WIRE WEEK OF 3/03/17 |
| | | | | 4,809.04 | | |
| 03/03/2017 | 9170283 | EXPERT PAY - CHILD SUPPORT WIRE | WTO17-289 | 2,255.24 | | CHILD SUPPORT WIRE TO FLSDU WEEK OF 3/03/17 |
| | | | | 2,255.24 | | |
| 03/03/2017 | 9170284 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-290 | 575.90 | | P & A FLEXIBLE SPENDING 3/03/17 |
| | | | | 575.90 | | |
| 03/06/2017 | 9170285 | BLUE CROSS BLUE SHIELD-CLAIMS | WTO17-291 | 989,874.19 | | JAN 17 MONTHLY HEALTH INS CLAIMS |
| | | | | 989,874.19 | | |
| 03/06/2017 | 9170286 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-292 | 783.63 | | P & A FLEXIBLE SPENDING 3/06/17 |
| | | | | 783.63 | | |
| 03/06/2017 | 9170287 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-293 | 106.18 | | P & A FLEXIBLE SPENDING 3/06/17 |
| | | | | 106.18 | | |
| 03/07/2017 | 9170288 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-294 | 833.23 | | P & A FLEXIBLE SPENDING 3/07/17 |
| | | | | 833.23 | | |
| 03/07/2017 | 9170289 | P&A ADMINISTRATIVE SERVICES, INC | WTO17-295 | 104.16 | | P & A FLEXIBLE SPENDING 3/07/17 |
| | | | | 104.16 | | |
| | | | Total | 1,880,625.13 | | |

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS

FEBRUARY 20, 2017

**JOINT SPECIAL MEETING WITH
TOURISM DEVELOPMENT COUNCIL (TDC)**

Present: Chair Nate McLaughlin, Vice Chair Charles Ericksen, Commissioners Donald O'Brien, David Sullivan and Gregory Hansen, County Administrator Craig Coffey, County Attorney Al Hadeed and Deputy Clerk Rhea Cosgrove

Present: Tourism Development Council – Mayors Milissa Holland and Linda Provencher, Stephen Baker, Ryan Crabb, Tom Grimes, Pamela Walker, Michelle Brown and Matt Dunn, Tourism Director

ITEM 1 – CALL TO ORDER

Chair McLaughlin called the Workshop to order at 1:00 p.m. in the Emergency Operations Center of the Government Services Complex in Bunnell, Florida.

ITEM 2 - PLEDGE TO THE FLAG AND MOMENT OF SILENCE

Chair McLaughlin led the Pledge to the Flag and requested a moment of silence.

ITEM 3 – PRESENTATION FROM EXECUTIVE DIRECTOR ON TOURIST DEVELOPMENT TAX FIFTH CENT LEVY

Matt Dunn, Tourism Director, gave a presentation (*on file in the Clerk's Office*) on raising the tax from 4% to 5%, doubling Beach Restoration Fund 111, and assigning one penny of the tourist development tax specifically to Fund 111. He gave a brief history of the tourist development tax, how it was broken down, how the money was allocated, and how it could be used. He explained the Flagler County could not levy the fifth penny and the sixth could only be spent on promotions. Advised the County could rewrite its ordinance and assign specific pennies to specific purposes.

ITEM 4 – JOINT MEETING DISCUSSION ON FIFTH CENT

Palm Coast Mayor Holland stated she knew other counties had the ability to add additional pennies and asked if Mr. Dunn had looked at diversifying by adding the tax to food and beverage, etc.

Mr. Dunn replied not at this time, but thought the County would take a look at that once it maxed out the tax.

Mayor Holland agreed the beaches needed to be addressed and asked if the County was trying to oversee the entire 19 miles of beach or was the City of Flagler Beach included.

(Item 4 – continued)

County Administrator Coffey replied yes, and in the long term after the restoration of the dunes the project would be turned over to Flagler Beach for its portion of approximately 6.25 miles. He explained the County had been working to secure funds for long term maintenance from FDOT. Stated it also had an Army Corps project coming up, noting the County had some FDOT and Army Corps money, but was still struggling trying to get the funding. Stated if the funding fell through the County would need more local funding in Flagler Beach to match FDEP or other funding to make it all work.

Mayor Holland stated she talked with Representative Renner about the 50/50 match which he felt would be a requirement that he could not overcome. She noted he spoke about the lack of proactivity on the part of the community regarding restoring the beaches. Stated she explained to him how for 10 years the County worked with the Army Corps of Engineers and was told very specially it had to keep moving with the Army Corps funding it. Pointed out it was a long term strategy and solution and she wanted to understand realistically how far the dollars would go in the interim for the immediate need.

County Administrator Coffey stated the goal with the strategy was in year one to put in more than the new money and year two would be all of the new money with year three going back to normal. Pointed out they might need about \$4 million more in match depending on what was done and what funding sources came through or not. Stated he did not have a clear idea of what they were getting from FEMA which could help stretch the 50/50 dollars and there was no clear pathway for the Army Corps. Stated staff would make some decisions in the next 30 days.

Mayor Holland noted Mr. Ulsamer from Hammock Beach had discussed a possible assessment and he felt they needed \$1 million and the County would then match the funds while working with FEMA as well. She asked where the \$1 million would come from.

County Administrator Coffey replied the FDEP money was flexible at 50/50 and in the Hammock Dunes area they would have to come up with the 50%, noting he would not spend tourism dollars there. Reiterated the 50% match would come from the private sector to restore the dunes in the Hammock Beach area.

Mayor Holland noted there was \$2.3 million in the Capital Fund and her concern was that they did not lose sight of the capital infrastructure needs particularly in Palm Coast because of the many sports fields that were valuable to tourism and generated a lot of revenue. She asked the BCC and TDC to revisit the policy for municipalities to apply for additional funds with the 50% match. Stated Palm Coast was going through a strategic action plan at this time and looked at its amenities as a way to generate economic value particularly with the soccer and lacrosse fields that were now at capacity. She pointed out the beaches as well as the recreational amenities were of tremendous value and asked for consideration when the boards discussed the issue.

County Administrator Coffey stated there was adequate funding for the current policy of \$150,000 in grants for the next two years. He stated the area had just gone through a hurricane and felt that should take priority over everything else, then they would then start working on additional things.

(Item 4 – continued)

There was further discussion.

Commissioner O'Brien asked for the current balances for each of the funds.

Mr. Dunn replied the Capital Projects fund had in excess of \$2.5 million, Promotions had started the fiscal year with a cash carry forward of over \$1.7 million and was collecting money every month. Stated the Beach Restoration fund was at approximately \$1.5 million and had been pledged to potentially be used for matches moving forward.

Commissioner O'Brien asked what was the minimum percentage that could be used for any one of the categories moving forward. He gave the example of the proposal to use zero for the next fiscal year and questioned if the same could be done for the Promotions Fund. Pointed out \$1 million had been identified to go into the Beach Restoration Fund for the first year, then it decreased to \$750,000 the second year and \$500,000 the third year. He asked if they were prohibited from defunding the Promotions Fund for one year which would add another \$1.5 million to be used for matches and beach restoration.

County Administrator Coffey replied that could be done, but would be a deviation from how the BCC had historically done things since the fund was created. Pointed out it would eliminate the reserves. Commented he did not think they would be prohibited from doing it, noting they were just trying to take the new money and figure out a way to strategically add it in.

Commissioner O'Brien explained this was a tough situation and he was looking for every dollar available. He also agreed with Mayor Holland, noting what they heard from Representative Renner there would be a hard 50/50 match on any money the Legislature allocated.

Commissioner Ericksen asked if there would be a financial gain in collecting the bed tax themselves.

County Administrator Coffey replied they could workshop the item, noting they now paid the state 3% to collect.

Mr. Dunn commented there were 41 counties in the state that collected their own tax.

ITEM 5 – PUBLIC COMMENTS

None

ITEM 6 – TOURISM DEVELOPMENT COUNCIL RECOMMENDATION

Chair McLaughlin stated the TDC would hold discussions and the BCC would not be involved with the recommendation.

County Administrator Coffey stated the item would be coming before the BCC on March 6, 2017 in the form of an ordinance.

ADJOURNMENT

A motion was made by Commissioner Ericksen to adjourn at 1:42 p.m. Seconded by Commissioner Hansen.

APPROVED AND ADOPTED _____

ATTEST:

FLAGLER COUNTY BOARD OF
COUNTY COMMISSIONERS

Tom Bexley
Clerk of the Circuit Court & Comptroller

Nate McLaughlin
Chair

Item 6b(2)

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS

FEBRUARY 20, 2017

REGULAR MEETING

Present: Chair Nate McLaughlin, Vice Chair Charles Ericksen, Commissioners Donald O'Brien, David Sullivan and Gregory Hansen, County Administrator Craig Coffey, County Attorney Al Hadeed and Clerk Deb Jenkins

Chair McLaughlin called the meeting to order at 5:00 p.m. in the Board Chambers of the Government Services Building in Bunnell, Florida.

ITEM 1 - PLEDGE TO THE FLAG AND MOMENT OF SILENCE

Chair McLaughlin led the Pledge to the Flag and requested a moment of silence.

ITEM 2 - ADDITIONS, DELETIONS AND MODIFICATIONS TO THE AGENDA

Chair McLaughlin announced Item 7K was pulled from the agenda.

ITEM 3 - ANNOUNCEMENTS BY THE CHAIR

Chair McLaughlin announced the following:

- Native American Festival – February 25- 26 at Princess Place Preserve
- Flagler County Veterans Services hosting “Veterans in Need and Homeless Stand-down” – February 25 from 9 a.m. - 2 p.m.
- Varn Park closed until further notice.
- Flagler County Job Fair – March 3, 2017 from 11 a.m.- 3 p.m. at Daytona State College Flagler-Palm Coast Campus.
- George Washington Carver Foundation hosting “Motown Madness” – March 25, 2017
- Centennial Celebration continued with excerpts and stories about the County
- Flagler County soliciting registered voters residing in Flagler County for various citizen volunteer boards and councils
- Upcoming meetings:
 - Regular Meeting – March 6, 2017 at 9 a.m. in the Board Chambers of the Government Services Building

February 20, 2017
Regular Meeting

ITEM 4A1 – RECOGNITION – RATIFICATION OF A RESOLUTION RECOGNIZING HARRY GILDRED

The following resolution was read by Chair McLaughlin:

**A RESOLUTION OF THE
FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
RECOGNIZING HARRY GILDRED
FOR HIS WORK AND COMMITMENT TO A1A BIKEWAY**

WHEREAS, Harry Gildred has been a resident of Flagler County for over 25 years; and

WHEREAS, Mr. Gildred has been a bicycle enthusiast for many years including, as a student, heading up a bike club at Boston University and working on bike ways in River Vale, NJ before relocating to Flagler County, and

WHEREAS, Mr. Gildred took on a leadership role in Flagler County as an advocate for pathways and bicycling; and

WHEREAS, the Commission recognizes bicycling as a viable and environmentally sound form of transportation and an excellent form of recreation; and

WHEREAS, Mr. Gildred served as Chair and long-time member of the Bike/Pedestrian Pathways Advisory Committee and on the Parks and Recreation Advisory Board; and

WHEREAS, Mr. Gildred worked diligently to promote the importance of having bike ways within Flagler, as well as, providing connectivity to Volusia and St. Johns counties; and

WHEREAS, Mr. Gildred was a driving force behind planning and obtaining Commission support to pursue funding for the A1A Bikeway; and

WHEREAS, Harry Gildred, in the mid-1990's single handedly presented to the granting agency a proposal and was awarded for Flagler County, one of Florida's first Intermodal Surface Transportation Efficiency Act grant in the amount of \$3,500,000 for the original A1A Bikeway; and

WHEREAS, the Commission bicycle friendly communities improve citizens' health, well-being, and quality of life and wishes to acknowledge Mr. Gildred for his service to this cause; and

WHEREAS, that wish to thank Mr. Gildred for his work and commitment to biking in Flagler County.

NOW THEREFORE, THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS does here recognize and commend Harry Gildred for his tireless dedication to the Flagler County community.

Harry Gildred's wife and daughters accepted the recognition on his behalf, stating he was unable to attend due to his health but was very honored and thanked the BCC.

A motion was made by Commissioner Sullivan to ratify the resolution. Seconded by Commissioner Hansen.

Chair McLaughlin called the question. Motion carried unanimously.

February 20, 2017
Regular Meeting

ITEM 4A2 – RECOGNITION – BRIDGE DEDICATION

The following resolution was read by Commissioner Hansen:

**A FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
RESOLUTION NAMING THE PRINCESS PLACE COVERED BRIDGE THE
GEORGE E. HANNS BRIDGE**

WHEREAS, George Hanns served Flagler County as a County Commissioner for 24 years, from 1992 thru 2016, which equates to six terms in office; and

WHEREAS, George Hanns has worked diligently over these many years as a Commissioner and during his tenure he contributed greatly to the success of numerous projects such as Princess Place, which was one of his passions; and

WHEREAS, a great deal of success of the Princess Place Preserve facility is closely linked to George Hanns' efforts on projects such as the Princess Place Preserve overall and the stable and pool house restoration; and

WHEREAS, George Hanns was always generous in the contributions of his time and storytelling talent to elevate and educate the citizens; and

WHEREAS, George Hanns during his tenure as a County Commissioner conducted tours of the Princess Place Preserve of over 33,000 guests; and

WHEREAS, the Flagler County Board of County Commissioners finds it appropriate to recognize George Hanns and takes great pleasure in honoring his service to Flagler County and its citizens.

NOW THEREFORE BE IT RESOLVED, that the Flagler County Board of County Commissioners hereby honor Mr. Hanns' extraordinary passion and vision for the County and Princess Place Preserve and hereby declare that the covered bridge at Princess Place be known henceforth as "George E. Hanns Bridge."

Chair McLaughlin passed the gavel to Vice Chair Ericksen.

A motion was made by Chair McLaughlin to approve the resolution. Seconded by Commissioner Sullivan

Vice Chair Ericksen called the question. Motion carried unanimously.

George Hanns accepted the recognition ion and thanked the BCC.

Chair McLaughlin announced the official bridge dedication would be held Wednesday, March 22 at 1:30 p.m. and welcomed all to attend.

February 20, 2017
Regular Meeting

ITEM 4B1 – PROCLAMATION – 2017 FLAGLER READS TOGETHER

The following proclamation was read by Commissioner Sullivan:

**A PROCLAMATION OF THE
FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
DESIGNATING THE MONTH OF MARCH 2017 AS “FLAGLER READS
TOGETHER” IN FLAGLER COUNTY, FLORIDA**

WHEREAS, reading is the gateway skill for all learning; and

WHEREAS, reading literature inspires us to think about ourselves, our environment and our relationships; and

WHEREAS, talking about literature with friends, families and neighbors adds richness and depth to the experience of reading and enables the sharing of thoughts; and

WHEREAS, the year 2017 represents the Centennial Anniversary of Flagler County, the book selected by the Friends of the Library for Flagler Reads Together is “The History of Flagler County” by the late John (Jack) A. Clegg; and

WHEREAS, this book provides a glimpse into the history of the area and detailed information on becoming a county; and

WHEREAS, Flagler Reads Together encourages a culture of reading and discussion in Flagler County by bringing our diverse county together around one book; and

WHEREAS, the Friends of the Library of Flagler County along with the Centennial Committee encourage citizens of all ages to join in the 16th Annual Flagler Reads Together by reading and discussing the book “The History of Flagler County”.

NOW THEREFORE, BE IT PROCLAIMED BY THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS believes in the power of the written word and do hereby proclaim the month of March 2017 as “Flagler Reads Together” in Flagler County.

Terry Jones, Friends of the Library President; Bill Klinkenberg and Mary Ann Clark, Friends of the Library members, thanked the BCC for the proclamation and reviewed the various events to be held in the month of March.

Carl Laundrie, Flagler County Centennial Committee Chair, thanked the Friends of the Library for supporting the centennial. Announced events sponsored by the Friends in honor of the centennial.

Ms. Jones announced “The History of Flagler County” available to check-out at the libraries and copies were for sale at the Friends bookshop.

A motion was made by Commissioner Sullivan to approve the resolution. Seconded by Commissioner O’Brien

Chair McLaughlin called the question. Motion carried unanimously.

February 20, 2017
Regular Meeting

ITEM 4B2 – PROCLAMATION – FLAGLER AUDITORIUM 25TH ANNIVERSARY

The following proclamation was read by Commissioner Ericksen:

**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
PROCLAIMING THE 25th ANNIVERSARY SEASON OF THE
FLAGLER AUDITORIUM PERFORMING ARTS CENTER**

WHEREAS, Flagler Auditorium Performing Arts Center is the premier performing arts center in Flagler County and was created by a public bond issue twenty-five years ago in 1991. The 1000 seat venue is available for professional performances and community activities, as well as providing a diversity of resources to the Flagler County Schools and other performing arts organizations; and

WHEREAS, the Flagler Auditorium Performing Arts Center offers a large variety of professional entertainment at affordable prices to all spectrums of the community including nationally touring Broadway companies, cultural programs, big bands, symphonies, family theater and celebrity entertainment. Thus supporting the Strategic Goals of Flagler County by improving quality of life for current residents, assisting in Tourism Development efforts, and helping increase the attraction of the county for future business employers; and

WHEREAS, performances at the Flagler Auditorium Performing Arts Center are supported primarily through ticket sales with additional funds coming from sponsors, advertisers, and very supportive patrons. Government assistance is provided from the State of Florida Division of Cultural Affairs, along with the Florida Arts Council, National Endowment for the Arts, the Flagler County Tourist Development Council, and the Flagler County School District; and

WHEREAS, the Flagler Auditorium Governing Board has achieved the balance of serving the community at large while supporting arts in education, providing grants and scholarships, and nurturing arts and culture throughout the community. Some of the students who participated in productions at the Flagler Auditorium Performing Arts Center have gone on to pursue careers in arts and theater due to the positive experiences they acquired from their Auditorium involvement; and

WHEREAS, the Flagler Auditorium Performing Arts Center has had a profound positive impact on the quality of life in Flagler County, and the residents and youth of the community can look forward to many more years of arts, entertainment and education through the Auditorium's outstanding programs.

NOW, THEREFORE BE IT PROCLAIMED BY THE FLAGLER COUNTY BOARD OF COMMISSIONERS, that they hereby proclaim this 25th Anniversary Season of the Flagler Auditorium Performing Arts Center in Flagler County while wishing continued success for many years to come.

Adopted this 20th day of February, 2017.

Kim Carney, Flagler Auditorium Performing Arts Center Governing Board President, accepted the proclamation and thanked the BCC. Acknowledged board members Priscilla Netts, Bill Klinkenberg, Charles Helm and Richard Hamilton were in attendance.

Chair McLaughlin recognized Lisa McDevitt, Auditorium Director, was also in attendance.

A motion was made by Commissioner Hansen to approve the proclamation. Seconded by Commissioner O'Brien

Chair McLaughlin called the question. Motion carried unanimously.

**ITEM 4C – PRESENTATION – FUTURE PROBLEM SOLVING TEAM
PROJECT HOPE**

Chair McLaughlin introduced the Flagler Palm Coasts High School students representing Project H.O.P.E.: Daniella Velikorostov, Jocelyn Woodward, KiaRah Griffith-Keith, Megan McVey, and Casey King.

Daniela Velikorostov stated the goal was to educate students in the community on mental health by bringing awareness of issues and providing information on resources available. Provided the BCC with informational pamphlets. Stated the group was looking for sponsorship to assist with advancing to the state competition for Future Problem Solving and Community Problem Solving to be held in March.

Jocelyn Woodward stated the group has provided presentations at schools and performed a public service announcement (PSA) at the Flagler Auditorium. Stated the group sought additional opportunities to reach larger audiences in getting the message out.

Chair McLaughlin recommended the group write a PSA script to present to the local radio station. Asked group to return with the PSA and the BCC would assist in effort to get the message aired. Commended the students for their efforts.

Commissioner O'Brien offered to assist with providing opportunity to speak at the Rotary Club.

Commissioner Sullivan commended the students and supported assisting the group with getting their message out.

Chair McLaughlin recognized Rick Belhumeur, Flagler Beach City Commission, was in attendance.

ITEM 5 – COMMUNITY OUTREACH

Rick Belhumeur inquired about Jack Carall.

Deputy County Administrator Sally Sherman responded Sr. Commander Carman from the Sheriff's Office performed a welfare check and advised he was fine and with his daughter.

Chair McLaughlin requested a card be sent to Mr. Carall from the BCC.

Chip Howden, Palm Coast, expressed concern regarding emergency management planning and operations. Provided a brief review of his expertise and background in emergency management. Expressed concern with how County Administration and Emergency Management could plan without direction from the BCC.

(Item 5 – continued)

County Administrator Coffey responded the strategic plans online were not aimed towards emergency management/public safety. Explained the strategic plan involving the BCC dealt with facilities, capital projects and general direction. Commented the County built the Emergency Operation Center in 2006, the Government Services Complex in 2006-07 and the Sheriff's Operations Center just recently. Commented he was perplexed by the statement that County did not have a plan and welcomed meeting with Mr. Howden to answer any questions.

Chair McLaughlin requested Steve Gartner, Public Safety Emergency Manager, meet with Mr. Howden, commenting Mr. Howden's background and experience might provide helpful assistance.

Mr. Coffey answered absolutely, if Mr. Howden was willing to donate some time, the County could use a volunteer with his kind of expertise at the EOC.

CONSENT AGENDA ITEMS 6A, THROUGH 7J

Chair McLaughlin stated item 7B would be pulled for discussion.

Commissioner O'Brien requested Items 7E and 7J be pulled for discussion.

A motion was made by Commissioner Hansen to approve the Consent Agenda with the exception of items 7B, 7E and 7J. Seconded by Commissioner Sullivan.

Chair McLaughlin called the question. Motion carried unanimously.

The following items were approved as part of the Consent Agenda:

ITEM 6A – BILLS AND RELATED REPORTS

The report(s) of funds withdrawn from County depositories by the Flagler County Clerk of the Circuit Court presented in compliance with the provisions of Section 136.06, Florida Statute as listed below were approved as part of the Consent Agenda.

- Disbursement Report for Week Ending January 27, 2017
- Disbursement Report for Week Ending February 3, 2017

ITEM 6B – APPROVAL OF BOARD MEETING MINUTES

The minutes from the following meetings were approved as part of the Consent Agenda.

- January 23, 2017 Oath of Office
- January 23, 2017 Workshop
- January 23, 2017 Special Meeting

February 20, 2017
Regular Meeting

**ITEM 7A – RATIFICATION OF FLAGLER COUNTY EMERGENCY
PROCLAMATIONS EXTENDING THE STATE OF LOCAL EMERGENCY**

The proclamations were ratified as part of the Consent Agenda as requested in the following information provided by Craig Coffey, County Administrator:

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

SUBJECT: Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: On October 3, 2016, Governor Scott issued Executive Order No. 16-230 declaring a state of emergency in the State of Florida due to Hurricane Matthew. The following day, on the recommendation of the public safety emergency manager and the county administrator, the Chair issued a Proclamation declaring a state of local emergency. By law, the Proclamation may only last for seven days but may be renewed as needed. Hurricane Matthew struck the County on October 7 devastating the entire coastline of the County, downing many trees countywide, damaging hundreds of homes and knocking out electricity for the vast majority of residents. As a result, on October 11th and every seventh day thereafter, the Chair, by Proclamation, extended the state of local emergency for additional seven day periods as the County continues the process of recovery.

The County has completed the removal of hurricane generated debris from roadways, and the County's contractor has demobilized. The coastline, however, remains in disrepair with debris along the beaches, damaged dunes and dune walkovers, homes teetering, and much of A1A in Flagler Beach in need of a long term solution.

Under Section 12-34 of the County Code of Ordinances, actions of the County Administrator pursuant to a declared state of local emergency must be reported to the Board as soon as practical under the circumstances.

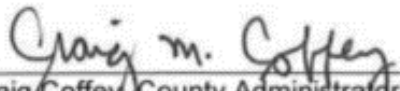
FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Craig Coffey, County Administrator (386) 313-4001

RECOMMENDATION: Request the Board ratify the Proclamations Extending the State of Local Emergency.

ATTACHMENTS:

1. Proclamation Extending State of Local Emergency, 02/07/2017
2. Proclamation Extending State of Local Emergency, 02/14/2017



Craig Coffey, County Administrator

8 Feb 2017

Date

February 20, 2017
Regular Meeting

ITEM 7C – CONSIDERATION OF CAREERSOURCE FLAGLER VOLUSIA 2016-2020 LOCAL PLAN ADDENDUM

The local plan addendum was approved as part of the Consent Agenda as requested in the following information provided by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of CareerSource Flagler Volusia 2016-2020 Local Plan Addendum.

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: The Workforce Development Board of Flagler and Volusia Counties, Inc. d.b.a. CareerSource is requesting the Board of County Commissioners approval of an addendum to the Workforce Development Board of Flagler and Volusia County, Inc., Region 11 Four Year Local Plan from July 1, 2016 through June 30, 2020. This request is being made in accordance with Section 118 of the Workforce Investment Act of 1998, Section 445.007.(4)(a), Florida Statutes and the interlocal agreement approved by the Commission at its October 15, 2012. The 2016-2020 Local Plan was approved by the Commission on April 18, 2016. The CBE is required to develop and submit for approval a local strategic and operation plan to both the Flagler County Commission and the Volusia County Council. In order to comply with the Workforce Innovation and Opportunity Act the State has required the Four Year Plan be amended to include a description of the cooperative agreement between CareerSourceFV and the Division of Vocational Rehabilitation (VR), and explanation of the required partners under the Opportunity Act, how the principals of universal design are incorporated in the design of operations, and a description of steps taken to ensure a competitive process for the selection of One-Stop operators. The Addendum also states CareerSourceFV does not provide direct services and that all direct services performed at the One-Stop Career Centers were awarded via contract through a competitive process outlined.

The Volusia County Council is scheduled to consider this matter at its next available meeting. Upon approval by both counties, the plan will be forwarded to the Florida Department of Economic Opportunity for its review and certification.

CareerSource promotes a seamless delivery of services to job seekers, youth and business with streamlined access to a wide range of high quality information and services about jobs, careers, labor markets, skill standards, education and training programs.

FUNDING INFORMATION: N/A

DEPT./CONTACT/PHONE #: Administration, Craig Coffey (386) 313-4001

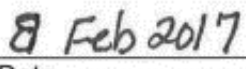
RECOMMENDATION: Request the Board approve the CareerSource Flagler Volusia 2016-2020 Local Plan Addendum.

ATTACHMENTS:

1. Four Year Local Plan
2. Four Year Local Plan Addendum



Craig M. Coffey, County Administrator



Date

February 20, 2017
Regular Meeting

ITEM 7D – CONSIDERATION OF AN INTERLOCAL AGREEMENT BETWEEN FLAGLER COUNTY, VOLUSIA COUNTY AND THE WORKFORCE DEVELOPMENT BOARD OF FLAGLER AND VOLUSIA, INC. D/B/A CAREERSOURCE FLAGLER VOLUSIA (CAREERSOURCE) REGARDING THE REGION 11 LOCAL WORKFORCE AREA

The interlocal agreement was approved as part of the Consent Agenda as requested in the following information provided by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of an Interlocal Agreement between Flagler County, Volusia County and the Workforce Development Board of Flagler and Volusia Inc., D/B/A CareerSource Flagler Volusia (CareerSource) Regarding the Region 11 Local Workforce Area.

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval of an interlocal agreement with Volusia County and CareerSource as part of the Region 11 Local Workforce Area. In accordance with federal and state law, Flagler and Volusia Counties both belong to the Region 11 workforce investment area, for which the CareerSource serves as the Regional Workforce Board (RWB). CareerSource acts as the fiscal agent, grant recipient, and administrative entity for funding sources that support the workforce activities. The Flagler County Board of County Commissioners and the Volusia County Council constitute the "Chief Elected Officials" that are tasked with the responsibility for overseeing the activities of the RWB. In keeping with the directives issued by the Governor, the counties are required to have an agreement which specifies the roles of each county and their respective "Chief Elected Officials." On October 15, 2012, the Flagler County Commission approved a five (5) year Interlocal agreement with Volusia County and the Center for Business Excellence, now known as CareerSource is set to expire in October of 2017. The proposed agreement is for

Flagler County staff, working in concert with the staff of Volusia County and the CareerSource staff, prepared the interlocal agreement to present to its respective Board/Council for approval.

The interlocal agreement identifies the method for establishment of the Regional Workforce Board in a multi-county area, implements the Governor's directives, and addresses the recent changes to Section 445.007, Florida Statutes. More specifically, the agreement mandated the following requirements:

1. Apportionment of the liability of the individual jurisdictions; and
2. The appointment of the Regional Workforce Board members from the individuals nominated or recommended; and
3. The execution of any other responsibilities assigned to the Chief Elected Officials of the local governments by federal or state law.

The Volusia County Council is expected to take action on this item at a regularly scheduled Council meeting in the near future.

FUNDING INFORMATION: N/A

DEPT./CONTACT/PHONE #: County Administration, Craig Coffey (386) 313-4001

RECOMMENDATIONS: Request the Board approve the Interlocal Agreement between Flagler County, Volusia County and the Workforce Development Board of Flagler and Volusia

ATTACHMENTS:

1. 2012 Interlocal Agreement
2. 2017 Draft Interlocal Agreement


Craig M. Coffey, County Administrator


Date

February 20, 2017
Regular Meeting

ITEM 7F – CONSIDERATION OF CAPITAL LEASE PURCHASE AGREEMENT TO FUND THE PURCHASE OF VOTING TABULATION SYSTEM SOFTWARE AND HARDWARE AND PHONE SYSTEM SOFTWARE AND HARDWARE

The resolution and purchase agreement were approved as part of the Consent Agenda as requested in the following information provided by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of Capital Lease Purchase Agreement to Fund the Purchase of Voting Tabulation System Software and Hardware and Phone System Software and Hardware.

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval for a fixed rate (1.820%), 5-year term capital lease with Banc of America Public Capital Corporation (BAPCC) for the purchase of new voting equipment and telephone system as planned in the FY17 adopted budget.

On December 20, 2016, Public Financial Management (PFM), financial advisor to Flagler County placed a Request for Proposals (RFP) to provide non-bank qualified direct loan or capital lease for an amount not to exceed \$1,050,000 for the voting tabulation and phone systems for five years. We received twelve proposals and based upon review and discussion with PFM and Bound Counsel, it was determined that Banc of America Public Capital Corporation (BAPCC) provided the lowest interest rate and terms most favorable to the County. The lease provides for an interest rate of 1.820% that is fixed through final maturity of February 23, 2017. BAPCC also provides flexibility to prepay the loan in whole on any payment date after the first half of the payment term.

Voting Equipment: On May 2, 2016, the Board authorized execution of agreement with Election Systems & Software, LLC for Voting Tabulation System not to exceed \$545,000 replacing the current system which is over ten years old. On June 6, 2016, the Board authorized a grant agreement with the Florida Department of State, Division of Elections to receive a total of \$147,135 over the next five years to assist with the purchase of the voting system. The Help America Vote Act (HAVA) was passed in 2002 as a source of funding to improve the administration of elections, voter education, etc. Funds can also be used for improving, acquiring, leasing, modifying or replacing voting systems and technology and methods of casting votes (Title III: Section 101 and 251 funds). These federal funds are allocated to each county by the Department of State of which, as previously stated, Flagler County will receive a total \$147,135 over 5 years to assist with the purchase of the voting system. New ADA equipment is mandated by the year 2020. Section 101.56075 F.S.

Phone System: The Flagler County Innovation Technology Department includes a multi-year improvement plan as part of each year's approved budget. The phone system replacement has been included each year for future replacement and in the FY17 Adopted Budget was included for year one of a five year debt service for replacement. The upgraded system will replace approximately 900 phones including constitutional offices allowing four-digit dialing countywide, conference call capabilities as well as other modern features. The original phone system has been in use since 2006 and is limited in functionality, as well as becoming obsolete, which is critical when obtaining necessary parts for repairs. The phones are refurbished and requires the County to pay a premium cost for maintenance due to the age of the equipment.

(Item 7F – continued)

FUNDING INFORMATION: The annual capital lease payments of principal and interest will be appropriated in the General Fund each year for the life of the lease. Estimated amounts are budgeted in the General Fund for FY17 sufficient to pay the current fiscal year payments which will depend on the completion of the Acquisition Period.

DEPT. CONTACT, PHONE: Lorie Bailey-Brown, Financial Services Director (386) 313-4036

RECOMMENDATION: Request the Board approve the Resolution and Master Equipment Lease Purchase Agreement authorizing the Chair to execute the agreement as approved to form by the County Attorney and approved by the County Administrator.

ATTACHMENTS:

1. Resolution authorizing the Master Equipment Lease Purchase Agreement
2. Master Equipment Lease Purchase Agreement (MELPA)
3. Escrow Agreement (Exhibit I to the MELPA)



Craig M. Coffey, County Administrator

14 Feb 2017

Date

UNOFFICIAL

February 20, 2017
Regular Meeting

ITEM 7G – CONSIDERATION OF MODIFICATION TO STATE FUNDED GRANT AGREEMENT FOR THE RESIDENTIAL CONSTRUCTION MITIGATION PROGRAM INCREASING THE AMOUNT BY \$35,000.00

The modification and budget resolution were approved as part of the Consent Agenda as requested in the following information provided by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of Modification to State Funded Grant Agreement for the Residential Construction Mitigation Program Increasing the Amount by \$35,000.00

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: The Florida Division of Emergency Management (FDEM) makes funds available to grantees for the Residential Construction Mitigation Program (RCMP) to harden site-built residential homes against wind. Flagler County BOCC was awarded and approved acceptance of \$194,000.00 per Grant Agreement 16RC-Q3-04-28-01-261, dated December 21, 2015.

These grant funds are currently being used to retrofit approximately 10 homes and 10% is allocable to administration of the grant. By approving this grant modification to increase the State Funding by \$35,000.00, it is estimated that the County will be able to retrofit an additional 1-2 homes. This would bring the total grant amount from \$194,000.00 to \$229,000.00 with 10% allocable to administration. This is a zero dollar match, reimbursement grant.

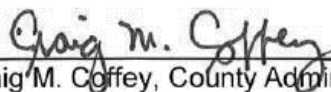
FUNDING INFORMATION: The approved grant is budgeted in general fund account# 001-8625-525. The attached Budget Resolution will increase the grant revenue and expenditure for the additional funding.

DEPT./CONTACT/PHONE #: Financial Services, Lorie Bailey-Brown, (386) 313-4036

RECOMMENDATIONS: Request the Board approve the grant modification for the Residential Construction Mitigation Program, and authorize the Chairman to execute the modification and Budget Resolution.

ATTACHMENTS:

1. Budget Resolution
2. Modification to State Funded Grant Agreement
3. State Funded Grant Agreement 16RC-Q3-04-28-01-261



Craig M. Coffey, County Administrator



Date

February 20, 2017
Regular Meeting

ITEM 7H – CONSIDERATION OF FISCAL YEAR 2016-17 BUDGET TRANSFER FOR THE GENERAL FUND (001)

The budget transfer was approved as part of the Consent Agenda as requested in the following information provided by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of Fiscal Year 2016-17 Budget Transfer for the General Fund (001)

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval of a budget transfer from reserves to provide funding for storm related damage and recovery related expenses as a result of Hurricane Matthew. In accordance with Resolution 2008-12 adopting a Budget Policy section 4.01B, the Board empowered the County Administrator to make budget transfers within a department. Any transfers from Reserves to any other department requires Board approval.

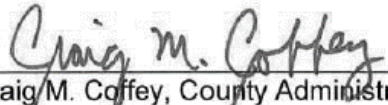
| Attachment | BTR # | To Dept: | Amount | Description | Contact |
|-------------------|--------------|-----------------|---------------|--|--------------------|
| 1 | 108 | 001-3812 | \$215,000 | Transfer from Reserves for Hurricane Matthew | Lorie Bailey-Brown |

DEPT./CONTACT/PHONE #: Financial Services, Lorie Bailey-Brown (386) 313-4036


RECOMMENDATION: Request the Board approve budget transfer# 17-108.

ATTACHMENT:

1. Budget Transfer 17-108



Craig M. Coffey, County Administrator



Date

February 20, 2017
Regular Meeting

ITEM 7I – REQUEST THE BOARD DECLARE ITEMS AS SURPLUS, REMOVAL FROM THE COUNTY FIXED ASSETS AND AUTHORIZE PURCHASING TO DISPOSE OF SURPLUS PROPERTY PURSUANT TO THE PURCHASING POLICY

The request was approved as part of the Consent Agenda as requested in the following information provided by Craig Coffey, County Administrator:

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

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 Purchasing Policy.

DATE OF MEETING: February 20, 2017

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 last request to declare items as surplus and authorize disposal of items was approved by the Board on August 15, 2016. The attached document lists all items that staff requests to be declared surplus and/or removed from the County's fixed asset inventory.

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

DEPT./CONTACT/PHONE #: Purchasing, Kris Collora, (386) 313-4062

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 Purchasing policy.

ATTACHMENTS:

1. Surplus and Disposal List



Craig M. Coffey, County Administrator

9 Feb 2017

Date

The following Items 7B, 7E and 7J were removed from the Consent Agenda for discussion:

ITEM 7B – CONSIDERATION OF A RESOLUTION RELATING TO THE FLORIDA PACE FUNDING AGENCY AS REQUIRED BY SECTION 189.404(5), FLORIDA STATUTES, RESTATING AND AMENDING THE INTERLOCAL AGREEMENT AND THE RE-APPOINTMENT AND INCREMENTAL EXPANSION OF THE BOARD OF DIRECTORS

The following information was provided by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of a Resolution Relating to the Florida PACE Funding Agency as Required by Section 189.404(5), Florida Statutes, Restating and Amending the Interlocal Agreement and the Re-appointment and Incremental Expansion of the Board of Directors.

DATE OF MEETING: February 20, 2017

BACKGROUND: In 2011, Flagler County and the City of Kissimmee collaborated on a statewide leadership initiative in facilitating and incubating clean energy and wind hardening financing under the Florida Legislature's 2010 law. The law provides for the creation of new markets, local jobs and commerce by creating an interlocal government initiative to serve Florida. The Agency operates with only a self-funding program. Every effort has been made to keep the Agency a separate and distinct from its incorporators and members. Flagler County and the City of Kissimmee are considered leaders in the industry and have expended very limited or no funds on the program, unlike other communities around the state. This is now in need of an update.

OVERVIEW/SUMMARY: Staff is seeking approval of a resolution authorizing the restated and amended interlocal charter for the Florida PACE Funding Agency (Agency), along with the reappointment and expansion of its Board of Directors; as recommended by the staffs of Flagler County and the City of Kissimmee, Agency and Agency staff and the third party administrator. The original Resolution 2012-5, provided for the Agency and its ability to independently issue debt. The Agency and its operation was judicially validated and the validation expressly protects the County and City from liability from any debt and liability as the Agency's incorporators and members.

The proposed resolution restating and amending interlocal, Agency's Charter, more specifically, addresses changes in the law which broaden the Agency's ability to serve and carefully reach more interested property owners, update its mission. Additionally, it is being recommended that the Charter evaluate taking measures to expand its geographic representation and the reach of the Board of Directors. More specifically, the changes being requested are as follows:

1. Recognize this market has matured some and the independent ability given to the agency by the Legislature to more flexibly provide its funding and financing services under general law
2. Re-appoint Barbara Revels and Cheryl Grieb to the Board of Directors for second terms, and jointly confirm the interim appointment of Jim Ley (former Clark County, Nevada and Sarasota County, Florida Manager) to an initial term (providing for continuity). The initial incorporators collectively retain charter amendment and appointment power for three (3) members of the five (5) member Agency board.

(Item 7B – continued)

3. Allows for prompt expansion to a five (5) member board using interim appointments by the Agency Board if the Agency does not attract additional local government members in a timely manner.

The City of Kissimmee has already approve this resolution authoring the reinstated and amended Interlocal agreement for the Florida PACE Funding agency.

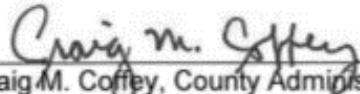
FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Craig Coffey, County Administrator (386) 313-4001

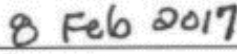
RECOMMENDATION: Request the Board approve the resolution authorizing the updated Agency Charter and the reappointment and incremental expansion of the Agency's Board.

ATTACHMENTS:

1. Resolution and Exhibits
2. Amended and Restated Interlocal Agreement (clean)
3. Amended and Restated Interlocal Agreement (strike-thru/underline)
4. Additional Information on the PACE Program



Craig M. Coffey, County Administrator



Date

Mark Lawson, Florida PACE Funding Agency, asked for BCC's assistance in adopting the resolution authorizing the updated Agency Charter and reappointment and expansion of the Agency Board. Stated he would be happy to return for a workshop.

C. J. Desantis, Counterpoint Energy Solutions, stated this was a great opportunity for private capital to flow into things that have a public good. Thanked BCC for its commitment for so many years.

Commissioner Sullivan asked if any Flagler County businesses, contractors or individuals had taken advantage of the funding agency.

Mr. Lawson responded yes, stating there were approximately \$200,000 in improvements to date, which constituted 10 or 11 assessments.

Commissioner Sullivan asked how PACE board members were nominated or selected and if positions were publicly noticed. Asked if the directors were required to make personal financial situation public.

Mr. Lawson responded everything the BCC was required to do was replicated for PACE board members right down to Sunshine Laws. Responded personal financial disclosures were made public by the Commission on Ethics.

(Item 7B – continued)

Commissioner Sullivan stated Flagler County was a subscriber and asked if the cities of Bunnell, Palm Coast and Flagler Beach had subscribed.

Mr. Lawson responded no, it was not necessary due to the way the Florida Constitution was structured. Stated the County government would effectively make PACE available for those cities.

Commissioner Sullivan stated Leon County had challenged the constitutionality of PACE Funding Agency to the Florida Supreme Court and that part of the Supreme Court's decision directed the Florida Development Finance Corporation to modify financial documents to only use existing non-ad valorem tax collecting method. Stated individual property owners that received help through PACE would agree to a property tax bill increase in order to pay back the loan overtime, therefore, the local tax collecting agency would be collecting the money which meant essentially the County government was involved.

Mr. Lawson responded involvement was with the Tax Collector, who was a constitutional officer, not the County government. Clarified Leon County did not go to the Supreme Court. Stated he, as a nominal party, had challenged because Leon County and other providers were going to try to enforce liens like a foreclosure.

Further discussion ensued.

Commissioner Sullivan asked if the County Attorney had performed an independent review of the updated interlocal agreement.

County Attorney Hadeed responded yes and he did not perceive any problems.

County Administrator Coffey commented that financing for the seawalls in Painters Hill would be similar to what PACE was proposing. Explained a special assessment would be added onto the tax rolls which would remain with the property even in a transfer of ownership.

Commissioner Sullivan recommended tabling this to the next meeting.

Commissioner Hansen asked if the re-appointed board positions were advertised.

Mr. Lawson responded that was not typically done in re-appointment situations. Stated they had sought volunteers via the website which did not generate a lot of interest. Stated the reasons the agency was seeking to expand into a five-person board was to spread out geographically as well as for skill-sets.

(Item 7B – continued)

Commissioner Hansen agreed with tabling and suggested advertising the position in the newspaper to generate interest.

Commissioner Ericksen commented the request from staff was for approval and asking for approval typically meant staff and the County Attorney had reviewed completely before bringing to the BCC. Stated did not see what else would be needed for approving the resolution. Inquired if the City of Kissimmee had approved.

Mr. Lawson answered yes, but it would not take effect unless both approved it.

Chair McLaughlin requested public comment.

There was none.

A motion to table Item 7B until the March 6 workshop was made by Commissioner Sullivan. Seconded by Commission Hansen.

Chair McLaughlin called the question. The motion failed with Commissioners Ericksen, O'Brien, and Chair McLaughlin dissenting.

Chair McLaughlin asked if there were any other motions.

A motion to approve Item 7B was made by Commissioner Ericksen. Seconded by Commissioner O'Brien.

Chair McLaughlin called the question. The motion carried by 3 to 2 vote with Commissioners Hansen and Sullivan dissenting.

February 20, 2017
Regular Meeting

ITEM 7E – CONSIDERATION TO REDUCE THE INTEREST RATE ON TWO NOTES HELD BY AMERIS BANK FOR THE FLAGLER COUNTY AIRPORT

The following information was submitted by Craig Coffey, County Administrator:

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

SUBJECT: Consideration to Reduce the Interest Rate on Two Notes Held by Ameris Bank for the Flagler County Airport.

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval to reduce the interest rate on two Promissory Notes held by Ameris Bank for property at the Flagler County Airport. In early 2015, Flagler County issued a 15-year Note at 3.90% for \$2,850,000 to purchase two buildings on Airport property and pledged the revenue from tenants of the buildings as collateral for the loan. A few months later Flagler County entered into a 15-year Note at 4.25% for \$2,437,000 for the balance due on the corporate hangar constructed in 2006 and capital grant matches for the air traffic control tower and other improvements. Payments associated with the Promissory Notes are made from the Airport Fund and not General Fund (local tax dollars).

In December of 2016, Center State bank offered an unsolicited proposal to reduce the interest rates on each of these loans to 3.59%. Ameris Bank was asked if they would like to offer a new rate for the loans and on January 6, 2017 Ameris offered to reduce the rate on both loans to 3.47%.

The reduced interest rates will save the Airport approximately \$200,000 over the remaining 13 years of the loans.

FUNDING INFORMATION: Principal and interest for the Airport Revenue Notes are appropriated in the Airport Fund (401). Cost of issuance will be paid from the Airport Fund and is estimated at \$15,000.

DEPT., CONTACT, PHONE: Lorie Bailey-Brown, Financial Services Director (386) 313-4036

RECOMMENDATION: Request the Board authorize the Chairman to execute the Allonges and Resolutions for Airport Revenue Notes

ATTACHMENTS:

1. Resolution for the 2015 Taxable Airport Revenue Note
2. Allonge to Promissory Note for the 2015 Taxable Airport Revenue Note
3. Amortization Schedule 2015
4. Resolution for the 2015B Taxable Airport Revenue Note
5. Allonge to Promissory Note for the 2015B Taxable Airport Revenue Note
6. Amortization Schedule 2015B



Craig M. Coffey, County Administrator



Date

(Item 7E – continued)

Commissioner O'Brien thanked Ms. Bailey Brown for efforts in saving the County money. Noted that working with staff during orientation revealed the staff was committed to handling County money as if it was their own by always striving to get the absolute best deals.

Chair McLaughlin requested public comments.

There was none.

Mr. Coffey thanked Garry Lubi, Ameris Bank and County staff. Stated the County was saving a little over \$200,000.

A motion was made by Commissioner O'Brien to approve. Seconded by Commissioner Sullivan.

Chair McLaughlin called the question. The motion carried unanimously.

UNOFFICIAL

February 20, 2017
Regular Meeting

ITEM 7J – CONSIDERATION OF SUPPORT OF FLAGLER COUNTY SHERIFF RICK STALY’S LETTER TO FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) AND THE RESPONSE LETTER FROM THE FLORIDA DEPARTMENT OF TRANSPORTATION REGARDING SAFETY OF US HWY 1 AND OLD DIXIE HWY INTERSECTION

The following information was provided by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of Support of Flagler County Sheriff Rick Staly's Letter to Florida Department of Transportation (FDOT) and the Response Letter from the Florida Department of Transportation Regarding Safety of US Hwy 1 and Old Dixie Hwy Intersection.

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval to transmit a letter to the Florida Department of Transportation in support of Flagler County Sheriff Rick Staly's letter dated February 6, 2017 requesting a signalized intersection at US Hwy 1 and Old Dixie Hwy and the February 9, 2017 letter from FDOT proposing to take both immediate and long term action to make the intersection safer. This request is related to the tragic crash resulting in five fatalities and three others being injured on February 4, 2017.

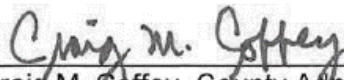
FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Craig Coffey, County Administrator (386) 313-4001

RECOMMENDATION: Request the Board authorized the Chair to sign the letter of support and transit to the Florida Department of Transportation.

ATTACHMENTS:

1. Draft Letter Dated February 20, 2017
2. Rick Staly, Flagler County Sheriff - Letter Dated February 6, 2017
3. Rachel D. Cone, Interim Secretary FDOT – Letter Dated February 9, 2017



Craig M. Coffey, County Administrator

14 Feb 2017

Date

Commissioner O'Brien expressed appreciation to the Sheriff for being proactive in light of the terrible situation that occurred at the intersection of US1 and Old Dixie Highway. Asked the Sheriff speak on this.

Sheriff Rick Staly spoke on the tragic accident, stating his research found that over the past three years within the general vicinity there were 207 crashes investigated with 147 resulting in injuries. Stated the FDOT recently completed a study and found only "bureaucratic consultant solutions", such as painting more white stripes and new signage which the State had completed. Emphasized the need to keep pressure on the State and appreciated support from the BCC. Stated he felt the only solution was a traffic light at that intersection.

(Item 7J – continued)

Chair McLaughlin commended the Sheriff for his prompt response on the matter and agreed more than striping needed to happen.

He requested public comment.

There was none.

Commission Ericksen stated he received a call from a woman whose husband was involved in a crash at that intersection. Explained an individual had pulled out from the White Eagle straight onto the hard pavement resulting in the man's death on the scene. Recommended traffic be directed differently in addition to the traffic light.

A motion was made by Commissioner O'Brien to approve. Seconded by Commissioner Hansen.

Chair McLaughlin called the question. The motion carried unanimously.

UNOFFICIAL

February 20, 2017
Regular Meeting

GENERAL BUSINESS

ITEM 8A – CONSIDERATION OF THE APPROVAL TO AUTHORIZE STAFF TO SELL ESCHEATMENT PROPERTY

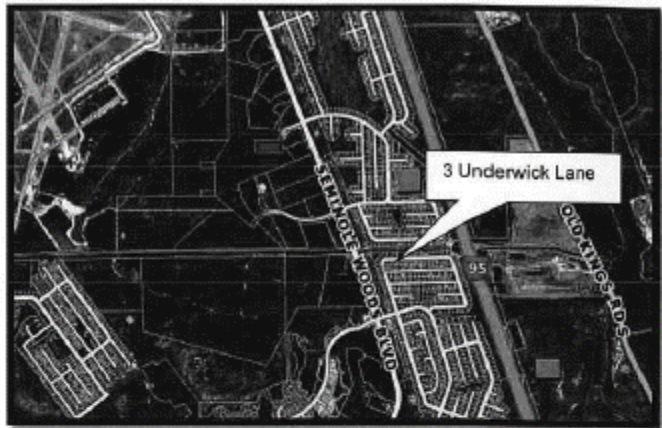
The following information was submitted by Craig Coffey, County Administrator:

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

SUBJECT: Consideration of the Approval to Authorize Staff to Sell Escheatment Property.

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: On December 23, 2016 Flagler County staff received a letter inquiring about a parcel of land within Palm Coast and owned by Flagler County. The parcel, located at 3 Underwick Lane, is 0.43 acres in size and is located with the city limit of the City of Palm Coast. The property transferred into the possession of Flagler County on October 28, 2016 via the escheatment process. Escheatment is a process by which unclaimed or abandoned property transfers to a government entity.



This property was purchased by the most recent owner in 2005 and has not been developed. Taxes have not been paid since 2006 and the prior owner has been in and out of bankruptcy status, which delayed the process of transitioning this property to the list of lands available for taxes. In 2013, property did appear on the list of lands available and remained there until October 28, 2016 when the property escheated to Flagler County.

The County sales of real property are governed by a statutory process. Florida Statutes 125.35 (1)(c) states that the Board may sell real property after publication for at least two weeks in a paper of general circulation published in the county. This notice will call for bids on the property and the property will be awarded to the highest bid. Upon award to the highest bidder, the final transfer document will note the proximity to the Airport.


FUNDING INFORMATION: N/A

DEPT./CONTACT/PHONE: Tim Telfer, Land Management (386) 313-4066

RECOMMENDATIONS: Request the Board make the determination that the property meets the criteria found within Florida Statute 125.35 (1), approve the sale and authorize the County Administrator take all necessary steps to complete the sale process.

ATTACHMENTS:

1. Maps
2. Inquiry Letter from Mark Seay
3. Escheatment Deed


Craig M. Coffey, County Administrator


Date

(Item 8A – continued)

County Administrator Coffey explained this was property the County had received because no one had paid taxes on it.

Tim Telfer, Flagler County Land Management, stated he did not have anything to add but would be happy to answer any questions.

Commission Hansen asked exactly how the County received the property.

Mr. Telfer answered the property was purchased in 2005 and in 2007 a tax certificate was sold on it which started a 3-year process. Stated if the taxes were not paid then the property became available on a tax deed list. Explained the 3-year process took approximately 9 years to transpire during which no one bid on it. Explained if no one bids then it escheats to the local government for disposal.

A motion was made by Commissioner O'Brien to approve Item 8A. Seconded by Commissioner Hansen.

Chair McLaughlin requested public comment.

There was none.

Chair McLaughlin called the question. Motion carried unanimously.

February 20, 2017
Regular Meeting

PUBLIC HEARINGS

ITEM 9A – QUASI-JUDICIAL – REQUEST FOR APPROVAL OF PLANNED UNIT DEVELOPMENT (PUD) DEVELOPMENT AGREEMENT AND SITE DEVELOPMENT PLAN FOR THE CELEDINE AT HUNTER’S RIDGE PUD, CONSISTING OF 39.83+/- ACRES NORTH OF AIRPORT ROAD AND EAST OF HUNTER’S RIDGE BOULEVARD EXTENSION

The following information was provided by Craig Coffey, County Administrator:

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

SUBJECT: QUASI-JUDICIAL – Request for Approval of Planned Unit Development (PUD) Development Agreement and Site Development Plan for the Celedine at Hunter’s Ridge PUD, Consisting of 39.83+/- Acres North of Airport Road and East of Hunter’s Ridge Boulevard Extension (Parcel No. 22-14-31-0000-01010-0090); Owner: US Capital Alliance, LLC; Agent: Allan Feker, Managing Member, and Kimberly A. Buck, P.E., Alann Engineering Group, Inc. (Application #3059/Project #2016110002).

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: This request is quasi-judicial in nature (not legislative) and does require disclosure of ex parte communication. The above-captioned request was originally noticed for public hearing at the Board’s February 6, 2017 regular meeting, following the Planning and Development Board’s hearing on Tuesday, December 13, 2016; the Planning and Development Board recommended approval of the requested agreement. However, to provide for additional time to review the proposed agreement, staff requested that this item be continued to the February 20, 2017 Board of County Commissioners meeting. While significant progress has been made in the preparation of this request for consideration by the Board, there are still outstanding issues, principally coordination with the City of Ormond Beach for water and wastewater availability and permitting and filing of the Order Rescinding the Notice of Noncompliance. It is staff’s objective, working in concert with the applicant, to have all outstanding issues resolved prior to the agenda deadlines necessary to publish the agenda and backup for the March 20, 2017 Board meeting.

Staff requests that this item not be heard at the February 20, 2017 regular meeting, with the Board continuing the public hearing to a time and date certain – the Board’s March 20, 2017 regular meeting at 5:30 p.m. – so as to preserve public notice. As has been the Board’s policy in the past, the Board may request public comment from the public who had received public notice, who are in attendance at the February 20th meeting, and who wish to provide their comments for the public record; however, members of the public attending the February 20th meeting should be generally discouraged from providing their comments at this meeting since the applicant will not be present and no response to any comments received will be provided. Please note that has been the Board’s policy, a noticed agenda request may not be continued more than twice without re-notice; this will be the second and final continuance without re-notice.

DEPT./CONTACT/PHONE #: Planning & Zoning, Adam Mengel (386) 313-4065

RECOMMENDATION: Request the Board open and continue the public hearing for the Ordinance adopting the Celedine at Hunter’s Ridge PUD (Planned Unit Development) to the Board’s March 20, 2017 regular meeting at 5:30 p.m.



Craig M. Coffey, County Administrator

Q Feb 2017

Date

(Item 9A – continued)

Chair McLaughlin asked for any ex parte communications regarding Items 9A, 9B and 9C.

There was none.

A motion was made by Commissioner Hansen to continue Item 9A to the March 20, 2017 regular meeting at 5 p.m. Seconded by Commissioner Ericksen.

Chair McLaughlin requested public comment.

There was none.

Chair McLaughlin called the question. Motion carried unanimously.

UNOFFICIAL

February 20, 2017
Regular Meeting

ITEM 9B – QUASI-JUDICIAL – REQUEST FOR APPROVAL OF THE PRELIMINARY PLAT AND CONSTRUCTION PLANS FOR THE CELEDINE AT HUNTER’S RIDGE PUD, CONSISTING OF 39.83+/- ACRES NORTH OF AIRPORT ROAD AND EAST OF HUNTER’S RIDGE BOULEVARD EXTENSION

The following information was submitted by Craig Coffey, County Administrator:

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

SUBJECT: QUASI-JUDICIAL – Request for Approval of the Preliminary Plat and Construction Plans for the Celedine at Hunter's Ridge PUD, Consisting of 39.83+/- Acres North of Airport Road and East of Hunter's Ridge Boulevard Extension (Parcel No. 22-14-31-0000-01010-0090); Owner: US Capital Alliance, LLC; Agent: Allan Feker, Managing Member, and Kimberly A. Buck, P.E., Alann Engineering Group, Inc. (Application #3060/Project #2016110003).

DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: This request is quasi-judicial in nature (not legislative) and does require disclosure of ex parte communication. The above-captioned request was originally noticed for public hearing at the Board's February 6, 2017 regular meeting, following the Planning and Development Board's hearing on Tuesday, December 13, 2016; the Planning and Development Board recommended approval of the requested preliminary plat. However, to provide for additional time to review the proposed agreement (and which is the prerequisite for review and approval of the preliminary plat), staff requested that this item be continued to the February 20, 2017 Board of County Commissioners meeting. Since the approval of the preliminary plat and construction plans is dependent on the approval of the Planned Unit Development, the continuance of the Planned Unit Development request requires the tabling of the preliminary plat. Like the Planned Unit Development request, staff anticipates that continuing this hearing to the Board's March 20, 2017 meeting will allow sufficient time to meet agenda deadlines.

Staff requests that this item not be heard at the February 20, 2017 regular meeting, with the Board continuing the public hearing to a time and date certain – the Board's March 20, 2017 regular meeting at 5:30 p.m. – so as to preserve public notice. As has been the Board's policy in the past, the Board may request public comment from the public who had received public notice, who are in attendance at the February 20th meeting, and who wish to provide their comments for the public record; however, members of the public attending the February 20th meeting should be generally discouraged from providing their comments at this meeting since the applicant will not be present and no response to any comments received will be provided. Please note that has been the Board's policy, a noticed agenda request may not be continued more than twice without re-notice; this will be the second and final continuance without re-notice.

DEPT./CONTACT/PHONE #: Planning & Zoning, Adam Mengel (386) 313-4065

RECOMMENDATION: Request the Board open and continue the public hearing for the Preliminary Plat for Celedine at Hunter's Ridge PUD (Planned Unit Development) to the Board's March 20, 2017 regular meeting at 5:30 p.m.



Craig M. Coffey, County Administrator

9 Feb 2017

Date

February 20, 2017
Regular Meeting

(Item 9B – continued)

A motion was made by Commissioner Ericksen to continue Item 9B to the March 20, 2017 regular meeting at 5 p.m. Seconded by Commissioner Hansen.

Chair McLaughlin requested public comment.

There was none.

Chair McLaughlin called the question. Motion carried unanimously.

UNOFFICIAL

February 20, 2017
Regular Meeting

ITEM 9C – QUASI-JUDICIAL – APPLICATION #3043 – APPLICATION FOR REVIEW OF A NOTICE OF PROPOSED CHANGE (NOPC) AND AN AMENDMENT TO AN APPROVED PLANNED UNIT DEVELOPMENT (PUD) DEVELOPMENT AGREEMENT AND SITE DEVELOPMENT PLAN FOR THE BULOW PLANTATION DEVELOPMENT OF REGIONAL IMPACT (DRI); PARCEL NUMBERS: 38-1231-0000-04050-0010 AND 38-12-31-0000-04050-0030; OWNER: MHC BULOW PLANTATION, LLC, AND MHC BULOW PLANTATION TWO, LLC, RESPECTIVELY; AGENT: MARK W. SHELTON, AICP, KIMLEY-HORN AND ASSOCIATES, INC.

The following information was submitted by Craig Coffey, County Administrator:

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

SUBJECT: QUASI-JUDICIAL – Application #3043 – Application for Review of a Notice of Proposed Change (NOPC) and an Amendment to an Approved Planned Unit Development (PUD) Development Agreement and Site Development Plan for the Bulow Plantation Development of Regional Impact (DRI); Parcel Numbers: 38-12-31-0000-04050-0010 and 38-12-31-0000-04050-0030; Owner: MHC Bulow Plantation, LLC, and MHC Bulow Plantation Two, LLC, respectively; Agent: Mark W. Shelton, AICP, Kimley-Horn and Associates, Inc.

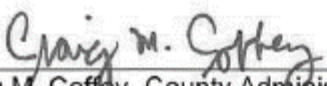
DATE OF MEETING: February 20, 2017

OVERVIEW/SUMMARY: This request is quasi-judicial in nature (not legislative) and does require disclosure of ex parte communication. The above-captioned request was originally noticed for public hearing at the Board's December 19, 2016 regular meeting, following the Planning and Development Board's scheduled hearing on Tuesday, December 13, 2016. The County had requested a time extension prior to completing public notice for the Board's consideration of the Notice of Proposed Change to the Bulow Plantation DRI. The developer granted the County's time extension request pursuant to Section 380.06(19)(f)3, Florida Statutes. As a result of this and to preserve public notice, the Board approved continuing the December hearing to a time and date certain for the Board's regular meeting on February 20, 2017 at 5:30 p.m.

Staff requests that this item not be heard at the February 20, 2017 regular meeting, with the Board continuing the public hearing to a time and date certain – the Board's March 20, 2017 regular meeting at 5:30 p.m. – so as to preserve public notice. As has been the Board's policy in the past, the Board may request public comment from the public who had received public notice, who are in attendance at the February 20th meeting, and who wish to provide their comments for the public record; however, members of the public attending the February 20th meeting should be generally discouraged from providing their comments at this meeting since the applicant will not be present and no response to any comments received will be provided.

DEPT./CONTACT/PHONE #: Planning & Zoning, Adam Mengel (386) 313-4065

RECOMMENDATION: Request the Board open and continue the public hearing for the Bulow Plantation DRI NOPC and amendment to the PUD Development Agreement and Site Development Plan to the Board's March 20, 2017 regular meeting at 5:30 p.m.



Craig M. Coffey, County Administrator

9 Feb 2017

Date

February 20, 2017
Regular Meeting

(Item 9C – continued)

A motion was made by Commissioner Hansen to continue Item 9C to the March 20, 2017 regular meeting at 5 p.m. Seconded by Commissioner Ericksen.

Chair McLaughlin requested public comment.

There was none.

Chair McLaughlin called the question. Motion carried unanimously.

UNOFFICIAL

ADDITIONAL REPORTS AND COMMENTS

ITEM 10A - COUNTY ADMINISTRATOR REPORT/COMMENTS

County Administrator Coffey gave the following report:

- Three bids received for resurfacing CR13, Railroad Street, Lincoln Avenue and Knox Jones Avenue with all three under the grant amount.
- Advertising implemented for construction of the Island House Bridge at Princess Place.
- Construction continued on CR2009 with completion anticipated for June
- Meeting held last week on Bay Drive Park with staff preparing mass response to the public comments.
- Work continued on beach restorations with a meeting scheduled for February 21, 2107

Chair McLaughlin requested those responses to the public regarding Bay Drive Park, along with any changes being made, be forwarded to the BCC. Asked if the \$30 million FDOT project was still going forward.

Mr. Coffey answered yes. Stated the Army Corps project was not going as well and an alternative proposal might be brought to the BCC.

Mr. Coffey continued with his report:

- Resurfacing continued on Old Kings Road South
- Staff assisted Housing Authority with completing trail at the Carver Center
- Repairing substation in MalaCompra
- Repairing the Pole Barn at the Fairgrounds in anticipation of the County Fair
- Construction underway on second floor of the Airport Corporate Center in preparation for new tenant
- Permit issued to Hammock Dunes HOA for dune repairs caused by Hurricane Matthew
- Back-up PSAP at the 911 center recently “re-tooled” and moved the old Sheriff’s Operations Center. Performed a drill where everyone was moved over to that center which went smoothly
- Independent auditors on-site for the last few weeks
- Preparing to submit an appeal to FEMA for reimbursements
- Utilities audit completed and went well

Commission Hansen asked the status on the RFP’s to start moving sand.

Mr. Coffey answered a draft was submitted by the consultant. Stated the goal was to move sand in March.

Commission Hansen asked for status on getting the sandpit certified.

Mr. Coffey stated the sandpit at the Lehigh Canal was approved for about 100,000 cubic yards. Explained the pit owner would need to get approval for the remainder in order for the County to use it.

(Item 10A – continued)

Commissioner Sullivan asked the status on the 50/50 match from the FDEP.

Mr. Coffey answered the County sent a letter asking to reserve that funding and, if necessary, the County would match. Explained that money along with the County's would be considered an advancement towards FEMA funding because once the 50/50 funding was received the County would lose all FEMA funding. Explained the State was writing an agreement that all of the 50/50 funding would go back to the State once the County had received the FEMA funding. Stated the agreement would alleviate the County from having to take out a loan.

Further discussion ensued.

County Attorney Hadeed explained the 50/50 match further. Explained there was a number of ways to secure funding. Emphasized the need to press the extraordinary position this County was in. Recommended modifying talking point from "please relieve County of the 50/50" to "please relieve County of the 50/50 or give County another way to meet that match requirement."

ITEM 10B - COUNTY ATTORNEY REPORT/COMMENTS

County Attorney Hadeed reported his office was devoting a lot of time to assembling the FEMA appeal and FEMA had shortened the appeal amount of time from 60 days to 30 days.

Noted in response to an inquiry Commission Hansen he forwarded the BCC a memo recapping number of the cases his office had handled since January 1, 2016.

ITEM 10C - COMMISSION ACTION

None

ITEM 10D - COMMUNITY OUTREACH

None

ITEM 10E - COMMISSION REPORTS/COMMENTS

Commissioner O'Brien reported attending the Early Learning Coalition Annual Conference. He also commended Mr. Coffey's handling of the Bay Drive Park presentation.

Commissioner Sullivan noted the Hot Tunes N' Spicy Foods Festival at the Ag Museum this past Saturday was well attended.

Commissioner Hansen reported he attended a ribbon cutting ceremony at European Village. Stated he was planning to inspect properties with the County Administrator regarding

(Item 10E – continued)

the Bay Drive Park issues. Reported he spent three hours with the Hammock Homeowners Association and commented they had “their act together and were moving sand.”

Commissioner Ericksen stated as the newest member of the Family Life Center Board he was scheduled to attend a training session.

Chair McLaughlin announced his quarterly Town Hall Meeting was scheduled for February 23 at 5 p.m. at the Hidden Trails with a barbeque and special guest speaker Patrick Juliano from Jeff Atwater’s Office. Inquired about possible County money that was found.

Mr. Coffey answered staff was researching and would provide an update, stating there was supposedly an estimated \$40,000.

ADJOURNMENT

A motion was made by Commissioner Hansen to adjourn at 7:16 p.m. Seconded by Commissioner Sullivan.

APPROVED AND ADOPTED _____

ATTEST:

FLAGLER COUNTY BOARD OF
COUNTY COMMISSIONERS

Tom Bexley
Clerk of the Circuit Court & Comptroller

Nate McLaughlin
Chair

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA REQUEST FORM

Item 6c(2)



This form is to be used for issues that may warrant specific discussion and/or action at a Regular Commission meeting such as proclamations, resolutions and recognition of local individuals, civic group's, etc. or matters that may be of major concern to the entire community. Please submit this form to the County Administrator's office 20 days in advance of the requested scheduled Commission meeting date. Agenda requests will be reviewed by the County Administrator's office to determine if the issue requires or deserves Board discussion and/or action. If the agenda request is approved, requestors will be contacted regarding the date the item will be on the agenda. If you have any questions, please call 386/313-4001.

If your agenda request is not approved it should be noted that any person, group or organization is welcome to address the Commission regarding matters of interest related to Flagler County government. A thirty-minute time period for public comment is allocated at the beginning and the end of each regular Board meeting. Speakers are allowed up to three minutes to address the Commission on items not on the agenda. A sign-in sheet is provided at the entrance to the Board room for those who wish to address the Commission. This Request form is not required to be filled out for those who wish to address the Commission during the Public Comment portion of Commission meetings.

PLEASE PRINT

Applicant's Name: Rick Staly, Sheriff

Phone: 386-437-4116 Email: rstaly@flaglersheriff.com

Address: 901 E. Moody Blvd., Bunnell, FL 32110

Group or Organization Name (if applicable) Flagler County Sheriffs Office

Subject Matter to be Discussed: Approval to allocate \$ 1,500.00 from the Law Enforcement Trust Funds to donate to the Boys and Girls Clubs of Volusia/Flagler Counties

Has the subject been discussed and/or reviewed by County Departments or Officials? X No ____ Yes:

Name(s) of County Dept. or Officials issue discussed with _____

Specific questions and/or action desired from the Board of County Commissioners:

Approval to allocate \$ 1,500.00 from the Law Enforcement Trust Funds to donate to Boys and Girls Clubs of Volusia/Flagler Counties to help young people reach their full potential as productive, caring responsible citizens.

Signature of Applicant *R. Staly* Date 3/15/17

Presentations limited to 15 minutes per adopted Commission Meeting Procedures. All documents submitted become public record and must remain on file with the County Clerk.

Fax completed form to 386-313-4101 20 days in advance of the scheduled meeting requested

| | |
|--|---------------------|
| For Office Use Only | |
| <u><i>Graig M. Coffey</i></u> | <u>14, MAR 2017</u> |
| Signature of County Administrator | Date |
| Assigned to Agenda: <u>20, MAR, 2017</u> | Revised 02/11/10 |

03/10/2017 Electronically Approved by Deputy County Administrator, Sally Sherman
03/09/2017 Electronically Approved by Financial Services Director, Lorie Bailey Brown/ LP



Rick Staly, Sheriff
FLAGLER COUNTY SHERIFF'S OFFICE

"An honor to serve, a duty to protect."

March 3, 2017

Honorable Nate McLaughlin, Chairman
Flagler County Board of County Commissioner
1769 E. Moody Blvd., Bldg. 2, Suite 302
Bunnell, FL 32110

RE: Law Enforcement Trust Funds

Dear Chairman McLaughlin,

The purpose of this correspondence is to request \$ 1,500.00 from the Law Enforcement Trust Fund for use as follows:

\$ 1,500.00 Boys and Girls Clubs of Volusia/Flagler Counties

The Sheriff's Office certifies these funds will aid in a crime prevention and education effort in compliance with Florida Statute 932.7055 and will not result in recurring costs for Flagler County Sheriff's Office.

I appreciate the Boards attention to this matter. Should you have further questions or concerns regarding this matter, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Rick Staly".

RICK STALY
Sheriff

RS/sg

Proudly Serving the Community for 100 Years – Centennial Anniversary 1917 - 2017
An Accredited Law Enforcement Agency



2017 Steak & Steak Gala



BOYS & GIRLS CLUBS
OF VOLUSIA/FLAGLER COUNTIES

Thursday, May 25th

Hilton Daytona Beach Resort
Ocean Walk Village
100 N. Atlantic Avenue
5:30 pm Reception
7:00 pm Dinner



Opening Doors for 25 Years



101 N. Woodland Boulevard, Suite 400 DeLand, FL 32720 www.bgcvcfc.org
For Ticket Information Contact Lori Folsom lfolsom@bgcvfc.org 386-734-0555

SPONSORSHIPS

◆ Diamond - \$5,000

- ◆ Premier Diamond seating for dinner (6 people)
- ◆ Recognized in the following:
 - ◆ Slide show during event
 - ◆ Luncheon announcements during event
 - ◆ Press releases
 - ◆ Event Program

◆ Platinum - \$3,000

- ◆ Premier Platinum seating for dinner (6 people)
- ◆ Recognized in the following:
 - ◆ Slide show during event
 - ◆ Event Program

ONLINE REGISTRATION: WWW.BGCVFC.ORG

◆ Individual Seats - \$200 ◆ Enclosed is my check for \$ _____

◆ Unable to attend, but would like to donate \$ _____

Name _____

Company _____

Address _____

Phone _____ Email _____

◆ Please invoice me for \$ _____

20th Annual Steak & Steak Gala

Secure your SPONSORSHIP or INDIVIDUAL SEAT while space is still available. Click either of the links above to make quick and easy online reservations **OR** call our office at (386) 734-0555.

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA REQUEST FORM

Item 6c(1)



This form is to be used for issues that may warrant specific discussion and/or action at a Regular Commission meeting such as proclamations, resolutions and recognition of local individuals, civic group's, etc. or matters that may be of major concern to the entire community. Please submit this form to the County Administrator's office 20 days in advance of the requested scheduled Commission meeting date. Agenda requests will be reviewed by the County Administrator's office to determine if the issue requires or deserves Board discussion and/or action. If the agenda request is approved, requestors will be contacted regarding the date the item will be on the agenda. If you have any questions, please call 386/313-4001.

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PLEASE PRINT

Applicant's Name: Rick Staly, Sheriff

Phone: 386-437-4116 Email: rstaly@flaglersheriff.com

Address: 901 E. Moody Blvd., Bunnell, FL 32110

Group or Organization Name (if applicable) Flagler County Sheriffs Office

Subject Matter to be Discussed: Approval to allocate \$ 1,500.00 from the Law Enforcement Trust Funds to donate to the Central Florida Boy Scouts of America to be used towards programs focusing on moral & ethical choices..

Has the subject been discussed and/or reviewed by County Departments or Officials? X No _____ Yes:

Name(s) of County Dept. or Officials issue discussed with _____

Specific questions and/or action desired from the Board of County Commissioners:

Approval to allocate \$ 1,500.00 from the Law Enforcement Trust Funds to donate to the Central Florida Boys Scouts of America to be used towards programs focusing on moral & ethical choices.

Signature of Applicant: Rick Staly Sheriff Date 2, 24, 17

Presentations limited to 15 minutes per adopted Commission Meeting Procedures. All documents submitted become public record and must remain on file with the County Clerk.

Fax completed form to 386-313-4101 20 days in advance of the scheduled meeting requested

| | |
|--|----------------------|
| For Office Use Only | |
| <u>Craig M. Coffey</u> | <u>14, MAR, 2017</u> |
| Signature of County Administrator | Date |
| Assigned to Agenda: <u>20, MAR, 2017</u> | Revised 02/11/10 |

03/10/2017 Electronically Approved by Deputy County Administrator, Sally Sherman
03/09/2017 Electronically Approved by Financial Services Director, Lorie Bailey Brown/LP



Rick Staly, Sheriff
FLAGLER COUNTY SHERIFF'S OFFICE

"An honor to serve, a duty to protect."

March 3, 2017

Honorable Nate McLaughlin, Chairman
Flagler County Board of County Commissioner
1769 E. Moody Blvd., Bldg. 2, Suite 302
Bunnell, FL 32110

RE: Law Enforcement Trust Funds

Dear Chairman McLaughlin,

The purpose of this correspondence is to request \$ 1,500.00 from the Law Enforcement Trust Fund for use as follows:

\$ 1,500.00 Donation to the Central Florida Council, Boys Scouts of America towards programs focusing on moral and ethical choices.

The Sheriff's Office certifies these funds will aid in a crime prevention and education effort in compliance with Florida Statute 932.7055 and will not result in recurring costs for Flagler County Sheriff's Office.

I appreciate the Boards attention to this matter. Should you have further questions or concerns regarding this matter, please do not hesitate to contact me.

Sincerely,


RICK STALY
Sheriff

RS/sg

Proudly Serving the Community for 100 Years – Centennial Anniversary 1917 - 2017
An Accredited Law Enforcement Agency





BOY SCOUTS OF AMERICA®
CENTRAL FLORIDA COUNCIL

Sheriff Rick L Staley
Flagler County Sheriff's Office
901 E. Moody Blvd.
Bunnell, FL 32110

Dear Sheriff Staley:

Please accept my sincere expression of gratitude for your recent pledged gift to the Central Florida Council, Boy Scouts of America. Your gift will allow us to reach more young people in our community, preparing them to make moral and ethical choices over their lifetimes by instilling in them the values of the Scout Oath and Law.

Our records indicate that you made a pledge in the amount of \$1,500 and would like us to send you a reminder in March. If this is not correct, please contact Charlotte Gaskins in our finance administration office at (407)703-0224.

If you would prefer to fulfill your gift at this time, simply complete the box at the bottom of this letter and return it with your payment in the enclosed envelope.

Sincerely,

Eric Magendantz
Scout Executive

P.S. Reminder: please enclose the form below if mailing your contribution now.
Checks should be made payable to Central Florida Council, BSA.

Flagler County Sheriff's Office Amount enclosed: \$ _____ . 272809-4-SME

Wayne Densch Boy Scout Service Center
1951 South Orange Blossom Trail
Apopka, FL 32703
407-889-4403 cflscouting.org

Prepared. For Life.™

RECEIVED
FEB 17 2017



Amount of the official registration and financial information may be obtained from the Division of Consumer Services by calling toll-free (800) 435-7352 within the state. Registration does not imply endorsement, approval or recommendation by the state. Registration #: CH1447

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

SUBJECT: Ratification of Flagler County Emergency Proclamations Extending the State of Local Emergency

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: On October 3, 2016, Governor Scott issued Executive Order No. 16-230 declaring a state of emergency in the State of Florida due to Hurricane Matthew. The following day, on the recommendation of the public safety emergency manager and the county administrator, the Chair issued a Proclamation declaring a state of local emergency. By law, the Proclamation may only last for seven days but may be renewed as needed. Hurricane Matthew struck the County on October 7 devastating the entire coastline of the County, downing many trees countywide, damaging hundreds of homes and knocking out electricity for the vast majority of residents. As a result, on October 11th and every seventh day thereafter, the Chair, by Proclamation, extended the state of local emergency for additional seven day periods as the County continues the process of recovery.

The County has completed the removal of hurricane generated debris from roadways, and the County's contractor has demobilized. The coastline, however, remains in disrepair with debris along the beaches, damaged dunes and dune walkovers, homes teetering, and much of A1A in Flagler Beach in need of a long term solution.

Under Section 12-34 of the County Code of Ordinances, actions of the County Administrator pursuant to a declared state of local emergency must be reported to the Board as soon as practical under the circumstances.

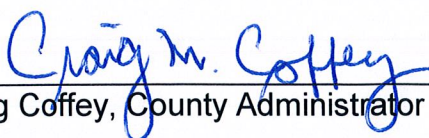
FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Craig Coffey, County Administrator (386) 313-4001

RECOMMENDATION: Request the Board ratify the Proclamations Extending the State of Local Emergency.

ATTACHMENTS:

1. Proclamation Extending State of Local Emergency, 03/06/2017
2. Proclamation Extending State of Local Emergency, 03/13/2017
3. Proclamation Extending State of Local Emergency, 03/20/2017



Craig Coffey, County Administrator

Date

**FLAGLER COUNTY, FLORIDA
PROCLAMATION EXTENDING
STATE OF LOCAL EMERGENCY
(Hurricane Matthew)**

Attachment 1

WHEREAS, based on the recommendation of the Public Safety Emergency Manager, the Sheriff, and the County Administrator in preparation for the imminent impact of Hurricane Matthew on Flagler County, the Chair of the Board of County Commissioners of Flagler County, Florida issued a Proclamation declaring a state of local emergency, dated October 4, 2016; and

WHEREAS, Hurricane Matthew passed along the County's coastline on October 7, 2016, destroying large swaths of the County's coastline, flooding hundreds of homes, and leaving the vast majority of the County's residents without electrical power; and

WHEREAS, on October 11th, and every seventh day thereafter, based on the further recommendation of the County Administrator and the Public Safety Emergency Manager, the Chair of the Board of County Commissioners extended the state of local emergency declared for Flagler County for additional seven day periods; and

WHEREAS, the Board of County Commissioners ratified the Proclamations declaring and extending the local state of emergency by unanimous vote at public meetings following each of the Proclamations; and

WHEREAS, the entire coastline of the County suffered heavy damage from the storm, and the County is actively engaged in removing debris from the beaches, repairing dunes and dune walkovers, and rebuilding significant portions of State Road A1A; and

WHEREAS, extending the declaration of state of local emergency facilitates the County's ability to effectively respond to emergency conditions along the beaches and otherwise implement emergency protective measures to mitigate future losses.

NOW THEREFORE, in accordance with the emergency power vested in the County pursuant to Chapter 252, Florida Statutes, and Section 12-34 of the Flagler County Code of Ordinances, it is hereby proclaimed that:

1. The state of local emergency declared on October 4, 2016, extended by emergency proclamations every seventh day thereafter and duly ratified by the Board of County Commissioners, is hereby extended for 7 days from the effective date of this Proclamation, unless terminated or modified earlier or extended in accordance with law.

2. All emergency powers authorized by the Proclamation of October 4, 2016, declaring a state of local emergency, and extended every seventh day thereafter are hereby retained and continued for the duration of this Proclamation.

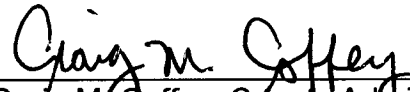
DONE AND ORDERED in Flagler County, Florida, this 7th day of March 2017.

**FLAGLER COUNTY BOARD OF
COUNTY COMMISSIONERS**




Nathan McLaughlin, Chairman

CONCURRENCE:



Craig M. Coffey, County Administrator



Stephen R. Garten, Public Safety
Emergency Manager

APPROVED AS TO FORM:



Al Hadeed, County Attorney

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

SUBJECT: Consideration of a Fiscal Year 2016/2017 Grant Agreement with the Florida Department of Environmental Protection (FDEP) for a Small County Consolidated Solid Waste Grant in the Amount of \$90,909.00.

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: The Florida Department of Environmental Protection announces the application period annually to provide funding for contracted operating expenses associated with the closure permits of our past solid waste systems. Flagler County has received this type of funding since 2007. The awarded grant funds in the amount of \$90,909.00 is used to reimburse the cost for monitoring and reporting requirements of the closed landfill permits for Class 1 and C & D sites located off Old Kings Road South. This award is the same amount as the FY15/16 grant.

The funding for FDEP Solid Waste Grants come from the Solid Waste Management Trust Fund (SWMTF), which was created by the State of Florida in 1988 as part of the 1988 Solid Waste Management Act to address solid waste management concerns for counties in Florida. A minimum of 40% of this fund is used for solid waste management grant programs for small counties with a population of less than 110,000, which cover the costs related to general solid waste management, litter prevention and control, waste tire abatement, and recycling and education program (Florida Statutes 403.709 & 403.7095).

FUNDING INFORMATION: This FDEP Grant requires no local match. These funds are currently budgeted as part of the adopted FY16/17 budget within Fund 402 Consolidated Solid Waste (402-0000-334.34-10).

DEPT./CONTACT/PHONE #: General Services, Heidi Petito, 313-4185

RECOMMENDATIONS: Request the Board approve the grant agreement with the Florida Department of Environmental Protection (FDEP) Solid Waste Grant in the amount of \$90,909.00 and authorize the County Administrator to execute all the associated documents related to the agreement, full implementation, and closeout, including, but not limited to, serving as the authorized representative for reimbursements of the grant.

ATTACHMENTS:

1. FDEP Grant Agreement



Craig M. Coffey, County Administrator



Date

DEP AGREEMENT NO. SC707

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
DIVISION OF WASTE MANAGEMENT
SMALL COUNTY CONSOLIDATED SOLID WASTE GRANT AGREEMENT
FOR STATE ASSISTANCE UNDER SECTION 403.7095(3), FLORIDA STATUTES
PURSUANT TO LINE ITEM 1674 OF THE FY16-17 GENERAL APPROPRIATIONS ACT**

THIS AGREEMENT is entered into pursuant to Section 215.971, Florida Statutes (F.S.), between the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, whose address is 3900 Commonwealth Boulevard, Tallahassee, Florida 32399-3000 (hereinafter referred to as the "Department") and the Flagler County Board of County Commissioners, whose address is 1769 East Moody Blvd., Building 5, Bunnell, FL, 32110 (hereinafter referred to as "Grantee"), a local government, to provide financial assistance for the Flagler County Small County Consolidated Solid Waste Management Grant (herein after referred to as the "Project"). Collectively, the Department and the Grantee shall be referred to as "Parties" or individually as a "Party".

In consideration of the mutual benefits to be derived herefrom, the Department and the Grantee do hereby agree as follows:

1. TERMS OF AGREEMENT:

The Grantee does hereby agree to perform in accordance with Chapter 62-716, Florida Administrative Code (F.A.C.), the terms and conditions set forth in this Agreement, **Attachment A, Grant Work Plan**, and all attachments and exhibits named herein which are attached hereto and incorporated by reference. The Grantee acknowledges that receipt of this grant does not imply nor guarantee that a federal, state or local permit will be issued for a particular activity. Further, the Grantee agrees to ensure that all necessary permits are obtained prior to implementation of any Agreement activity that may fall under applicable federal, state or local laws. For purposes of this Agreement, the terms "Grantee" and "Recipient" are used interchangeably.

2. PERIOD OF AGREEMENT:

This Agreement shall begin upon execution by both parties and shall remain in effect until September 30, 2017 inclusive. The Grantee shall be eligible for reimbursement for work performed on or after October 1, 2016 through September 30, 2017, or until funds are fully expended, whichever occurs first. This Agreement may be amended to provide for additional services if additional funding is made available by the Legislature.

3. FUNDING/CONSIDERATION/INVOICING:

- A. As consideration for the satisfactory completion of services rendered by the Grantee under the terms of this Agreement, the Department shall pay the Grantee on a cost reimbursement basis up to a maximum of \$90,909.00. Award amount determined by 403.7095(3), F.S., and current population data. It is understood that any additional funds necessary for the completion of this Project are the responsibility of the Grantee. The parties hereto understand and agree that this Agreement does not require a match on the part of the Grantee.
- B. Prior written approval from the Department's Grant Manager shall be required for changes to this Agreement.
 - i. A Change Order to this Agreement is required when task timelines within the current authorized Agreement period change, and/or when the cumulative transfer of funds between approved budget categories, as defined in **Attachment A**, are less than ten percent (10%) of the total budget as last approved by the Department. All Change Orders are subject to the mutual agreement of both parties as evidenced in writing.

ii. A formal Amendment to this Agreement is required for changes which cause any of the following: an increase or decrease in the Agreement funding amount; a change in the Grantee's match requirements; a change in the expiration date of the Agreement; and/or changes to the cumulative amount of funding transfers between approved budget categories, as defined in **Attachment A**, exceeds or is expected to exceed ten percent (10%) of the total budget as last approved by the Department. All Amendments are subject to the mutual agreement of both parties as evidenced in writing.

C. The Grantee shall be reimbursed on a cost reimbursement basis for all eligible Project costs upon the completion, submittal and approval of each deliverable identified in **Attachment A**, in accordance with the schedule therein.

i. Reimbursement shall be requested utilizing **Attachment B, Payment Request Summary Form**. To be eligible for reimbursement, costs must be in compliance with laws, rules and regulations applicable to expenditures of State funds, including, but not limited to, the Reference Guide for State Expenditures, which can be accessed at the following web address: http://www.myfloridacfo.com/aadir/reference_guide/. All invoices for amounts due under this Agreement shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof. Pursuant to Chapter 62-716.310, F.A.C., the Grantee may submit invoices on a monthly or quarterly basis. Invoices shall be submitted within thirty (30) calendar days following the completion of the invoice period. A final payment request should be submitted to the Department no later than sixty (60) calendar days, following the completion date of the Agreement, to assure the availability of funds for payment. All work performed pursuant to **Attachment A** must be performed on or before the completion date of the Agreement, and the subsequent sixty-day period merely allows the Grantee to finalize invoices and backup documentation to support the final payment request.

ii. Prohibited costs for reimbursement under this Agreement include:

- a. Indirect, overhead or administrative costs (excluding fringe benefits);
- b. Promotional items such as t-shirts and other items promoting the program;
- c. Vehicles, unless authorized under paragraph 20 of this Agreement; and
- d. Taxes on services or goods purchased under this Agreement. The Grantee recognizes that the Department is an agency of the State of Florida, which by virtue of its sovereignty is not required to pay any taxes on services or goods purchased under this Agreement. The Department does not pay Federal excise or sales taxes on direct purchases of tangible personal property. The Department will not pay for any personal property taxes levied on the Grantee or for any taxes levied on employee wages.

Independent of the Grantee's obligation to any subcontractors, the Department shall not reimburse any of these prohibited costs, and if such costs are charged by a Grantee's subcontractor, the Grantee shall be responsible for payment from sources other than the grant funds awarded under this Agreement.

D. The State Chief Financial Officer requires detailed supporting documentation of all costs under a cost reimbursement agreement. The Grantee shall comply with the minimum requirements set forth in **Attachment C, Contract Payment Requirements**. The **Payment Request Summary Form** shall be accompanied by the following, broken down by task: a listing of expenditures made under this Agreement from the Grantee's accounting system, including at a minimum, a description of the goods or services purchased, date of transaction (check date), voucher number (if available), check number, amount paid, and vendor name; supporting documentation; and other requirements as follows for each deliverable. Reimbursement shall be limited to the following budget categories:

- i. Contractual Services (Subcontractors) – Reimbursement requests for payments to subcontractors must be substantiated by copies of invoices with backup documentation identical to that required from the Grantee. Subcontracts which involve payments for direct salaries shall clearly identify the personnel involved, salary rate per hour, and hours spent on the project. All eligible multipliers used (i.e., fringe benefits) shall be supported by audit. If the Department determines that multipliers charged by any subcontractor exceeded the rates supported by audit, the Grantee shall be required to reimburse such funds to the Department within thirty (30) calendar days of written notification. Interest on the excessive charges shall be calculated based on the prevailing rate used by the State Board of Administration. Nonconsumable and/or nonexpendable personal property or equipment costing \$1,000 or more purchased for the Project under a subcontract is subject to the requirements set forth in Chapters 273 and/or 274, F.S., and Chapter 69I-72, Florida Administrative Code (F.A.C.) and/or Chapter 69I-73, F.A.C., as applicable. The Grantee shall be responsible for maintaining appropriate property records for any subcontracts that include the purchase of equipment as part of the delivery of services. The Grantee shall comply with this requirement and ensure its subcontracts issued under this Agreement, if any, impose this requirement, in writing, on its subcontractors.

For fixed-price (vendor) subcontracts, the following provisions shall apply:

- a. The Grantee may award, on a competitive basis, fixed-price subcontracts to consultants/contractors in performing the work described in **Attachment A**. Invoices submitted to the Department for fixed-price subcontracted activities shall be supported with a copy of the subcontractor's invoice and a copy of the tabulation form for the competitive procurement process (i.e., Invitation to Bid or Request for Proposals) resulting in the fixed-price subcontract.
 - b. The Grantee may request approval from the Department to award a fixed-price subcontract resulting from procurement methods other than those identified in the paragraph above. In this instance, the Grantee shall request the advance written approval from the Department's Grant Manager of the fixed price negotiated by the Grantee. The letter of request shall be supported by a detailed budget and Scope of Services to be performed by the subcontractor. Upon receipt of the Department Grant Manager's approval of the fixed-price amount, the Grantee may proceed in finalizing the fixed-price subcontract.
 - c. All subcontracts are subject to the provisions of paragraph 12 and any other appropriate provisions of this Agreement which affect subcontracting activities.
- E. In addition to the invoicing requirements contained in paragraphs 3.C. and D. above, the Department will periodically request proof of a transaction (invoice, payroll register, etc.) to evaluate the appropriateness of costs to the Agreement pursuant to State and Federal guidelines (including cost allocation guidelines), as appropriate. This information, when requested, must be provided within thirty (30) calendar days of such request. The Grantee may also be required to submit a cost allocation plan to the Department in support of its multipliers (overhead, indirect, general administrative costs, and fringe benefits). State guidelines for allowable costs can be found in the Department of Financial Services' Reference Guide for State Expenditures at http://www.myfloridacfo.com/aadir/reference_guide/.
- F. i. The accounting systems for all Grantees must ensure that these funds are not commingled with funds from other agencies. Funds from each agency must be accounted for separately. Grantees are prohibited from commingling funds on either a program-by-program or a project-by-project basis. Funds specifically budgeted and/or received for one project may not be used to support another project. Where a Grantee's, or subrecipient's, accounting system cannot comply with this requirement, the Grantee, or subrecipient, shall establish a system to provide adequate fund accountability for each project it has been awarded.

- ii. If the Department finds that these funds have been commingled, the Department shall have the right to demand a refund, either in whole or in part, of the funds provided to the Grantee under this Agreement for non-compliance with the material terms of this Agreement. The Grantee, upon such written notification from the Department shall refund, and shall forthwith pay to the Department, the amount of money demanded by the Department. Interest on any refund shall be calculated based on the prevailing rate used by the State Board of Administration. Interest shall be calculated from the date(s) the original payment(s) are received from the Department by the Grantee to the date repayment is made by the Grantee to the Department.
- iii. In the event that the Grantee recovers costs, incurred under this Agreement and reimbursed by the Department, from another source(s), the Grantee shall reimburse the Department for all recovered funds originally provided under this Agreement. Interest on any refund shall be calculated based on the prevailing rate used by the State Board of Administration. Interest shall be calculated from the date(s) the payment(s) are recovered by the Grantee to the date repayment is made to the Department by the Grantee.

4. **ANNUAL APPROPRIATION:**

The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. The parties hereto understand that this Agreement is not a commitment of future appropriations. Authorization for continuation and completion of work and payment associated therewith may be rescinded with proper notice at the discretion of the Department if Legislative appropriations are reduced or eliminated.

5. **REPORTS:**

The Grantee shall utilize **Attachment D, Progress Report Form**, to describe the work performed during the reporting period, problems encountered, problem resolutions, scheduled updates, and proposed work for the next reporting period. Reports shall be submitted to the Department's Grant Manager no later than thirty (30) calendar days following the completion of the invoice period authorized under Chapter 62-716.310, F.A.C., and described in Paragraph 3.C.i. of this Agreement. It is hereby understood and agreed by the parties that the term "monthly" shall reflect the calendar months, and that the term "quarterly" shall reflect the calendar quarters ending March 31, June 30, September 30 and December 31. The Department's Grant Manager shall have ten (10) calendar days to review the required reports and deliverables submitted by the Grantee.

6. **RETAINAGE:**

Retainage is not required under this Agreement.

7. **INDEMNIFICATION:**

Each party hereto agrees that it shall be solely responsible for the negligent or wrongful acts of its employees and agents. However, nothing contained herein shall constitute a waiver by either party of its sovereign immunity or the provisions of Section 768.28, Florida Statutes. Further, nothing herein shall be construed as consent by a state agency or subdivision of the State of Florida to be sued by third parties in any matter arising out of any contract or this Agreement.

8. **DEFAULT/TERMINATION/FORCE MAJEURE:**

- A. The Department may terminate this Agreement at any time if any warranty or representation made by Grantee in this Agreement or in its application for funding shall at any time be false or misleading in any respect, or in the event of the failure of the Grantee to fulfill any of its obligations under this Agreement. Prior to termination, the Department shall provide thirty (30) calendar days written

notice of its intent to terminate and shall provide the Grantee an opportunity to consult with the Department regarding the reason(s) for termination.

- B. The Department may terminate this Agreement for convenience by providing the Grantee with thirty (30) calendar days' written notice. If the Department terminates the Agreement for convenience, the Department shall notify the Grantee of such termination, with instructions as to the effective date of termination or specify the stage of work at which the Agreement is to be terminated. If the Agreement is terminated before performance is completed, the Grantee shall be paid only for that work satisfactorily performed for which costs can be substantiated.
- C. If a force majeure occurs that causes delays or the reasonable likelihood of delay in the fulfillment of the requirements of this Agreement, the Grantee shall promptly notify the Department orally. Within seven (7) calendar days, the Grantee shall notify the Department in writing of the anticipated length and cause of the delay, the measures taken or to be taken to minimize the delay and the Grantee's intended timetable for implementation of such measures. If the parties agree that the delay or anticipated delay was caused, or will be caused by a force majeure, the Department may, at its discretion, extend the time for performance under this Agreement for a period of time equal to the delay resulting from the force majeure upon execution of an amendment to this Agreement. Such agreement shall be confirmed by letter from the Department accepting, or if necessary, modifying the extension. A force majeure shall be an act of God, strike, lockout, or other industrial disturbance, act of the public enemy, war, blockade, public riot, lightning, fire, flood, explosion, failure to receive timely necessary third party approvals through no fault of the Grantee, and any other cause, whether of the kind specifically enumerated herein or otherwise, that is not reasonably within the control of the Grantee and/or the Department. The Grantee is responsible for the performance of all services issued under this Agreement. Failure to perform by the Grantee's consultant(s) or subcontractor(s) shall not constitute a force majeure event.

9. REMEDIES/FINANCIAL CONSEQUENCES:

No payment will be made for deliverables deemed unsatisfactory by the Department. In the event that a deliverable is deemed unsatisfactory by the Department, the Grantee shall re-perform the services needed for submittal of a satisfactory deliverable, at no additional cost to the Department, within ten (10) calendar days of being notified of the unsatisfactory deliverable. If a satisfactory deliverable is not submitted within the specified timeframe, the Department may, in its sole discretion, either: 1) terminate this Agreement for failure to perform, or 2) the Department Grant Manager may, by letter specifying the failure of performance under this Agreement, request that a proposed Corrective Action Plan (CAP) be submitted by the Grantee to the Department. All CAPs must be able to be implemented and performed in no more than sixty (60) calendar days.

- A. A CAP shall be submitted within ten (10) calendar days of the date of the letter request from the Department. The CAP shall be sent to the Department Grant Manager for review and approval. Within ten (10) calendar days of receipt of a CAP, the Department shall notify the Grantee in writing whether the CAP proposed has been accepted. If the CAP is not accepted, the Grantee shall have ten (10) calendar days from receipt of the Department letter rejecting the proposal to submit a revised proposed CAP. Failure to obtain the Department approval of a CAP as specified above shall result in the Department's termination of this Agreement for cause as authorized in this Agreement.
- B. Upon the Department's notice of acceptance of a proposed CAP, the Grantee shall have ten (10) calendar days to commence implementation of the accepted plan. Acceptance of the proposed CAP by the Department does not relieve the Grantee of any of its obligations under the Agreement. In the event the CAP fails to correct or eliminate performance deficiencies by Grantee, the Department shall retain the right to require additional or further remedial steps, or to terminate this Agreement for failure to perform. No actions approved by the Department or steps taken by the Grantee shall preclude the Department from subsequently asserting any deficiencies in performance. The Grantee shall continue to implement the CAP until all deficiencies are corrected. Reports on the progress of the CAP will be made to the Department as requested by the Department Grant Manager.

- C. Failure to respond to a Department request for a CAP or failure to correct a deficiency in the performance of the Agreement as specified by the Department may result in termination of the Agreement.

The remedies set forth above are not exclusive and the Department reserves the right to exercise other remedies in addition to or in lieu of those set forth above, as permitted by the Agreement. In the event of any legal action to enforce the terms of this Agreement, each party shall bear its own attorney's fees and costs.

10. RECORD KEEPING/AUDIT:

- A. The Grantee shall maintain books, records and documents directly pertinent to performance under this Agreement in accordance with United States generally accepted accounting principles (US GAAP) consistently applied. The Department, the State, or their authorized representatives shall have access to such records for audit purposes during the term of this Agreement and for five (5) years following the completion date or termination of the Agreement. In the event any work is subcontracted, the Grantee shall similarly require each subcontractor to maintain and allow access to such records for audit purposes.
- B. The Grantee understands its duty, pursuant to Section 20.055(5), F.S., to cooperate with the Department's Inspector General in any investigation, audit, inspection, review, or hearing. The Grantee will comply with this duty and ensure that its subcontracts issued under this Grant, if any, impose this requirement, in writing, on its subcontractors.

11. SPECIAL AUDIT REQUIREMENTS:

- A. In addition to the requirements of the preceding paragraph, the Grantee shall comply with the applicable provisions contained in **Attachment E, Special Audit Requirements**, attached hereto and made a part hereof. **Exhibit 1 to Attachment E** summarizes the funding sources supporting the Agreement for purposes of assisting the Grantee in complying with the requirements of **Attachment E**. A revised copy of **Exhibit 1** must be provided to the Grantee for each amendment which authorizes a funding increase or decrease. If the Grantee fails to receive a revised copy of **Exhibit 1**, the Grantee shall notify the Department's Grant Manager listed in paragraph 17 to request a copy of the updated information.
- B. The Grantee is hereby advised that the Federal and/or Florida Single Audit Act Requirements may further apply to lower tier transactions that may be a result of this Agreement. The Grantee shall consider the type of financial assistance (federal and/or state) identified in **Attachment E, Exhibit 1** when making its determination. For federal financial assistance, the Grantee shall utilize the guidance provided under 2 CFR §200.330 for determining whether the relationship represents that of a subrecipient or vendor. For state financial assistance, the Grantee shall utilize the form entitled "Checklist for Nonstate Organizations Recipient/Subrecipient vs. Vendor Determination" (form number DFS-A2-NS) that can be found under the "Links/Forms" section appearing at the following website:

<https://apps.fldfs.com/fsaa>

- C. The Grantee should confer with its chief financial officer, audit director or contact the Department for assistance with questions pertaining to the applicability of these requirements.

12. SUBCONTRACTS:

- A. The Grantee may subcontract work under this Agreement without the prior written consent of the Department's Grant Manager except for certain fixed-price subcontracts pursuant to paragraph 3.D. of this Agreement, which require prior approval. The Grantee shall submit a copy of the executed subcontract to the Department prior to submitting any invoices for subcontracted work. Regardless

of any subcontract, the Grantee is ultimately responsible for all work to be performed under this Agreement. The Grantee agrees to be responsible for the fulfillment of all work elements included in any subcontract and agrees to be responsible for the payment of all monies due under any subcontract. It is understood and agreed by the Grantee that the Department shall not be liable to any subcontractor for any expenses or liabilities incurred under the subcontract and that the Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

- B. The Department supports diversity in its procurement program and requests that all subcontracting opportunities afforded by this Agreement embrace diversity enthusiastically. The award of subcontracts should reflect the full diversity of the citizens of the State of Florida. A list of minority owned firms that could be offered subcontracting opportunities may be obtained by contacting the Office of Supplier Diversity at (850)487-0915.

13. PROHIBITED LOCAL GOVERNMENT CONSTRUCTION PREFERENCES:

- A. Pursuant to Section 255.0991, F.S., for a competitive solicitation for construction services in which fifty percent (50%) or more of the cost will be paid from state-appropriated funds which have been appropriated at the time of the competitive solicitation, a state college, county, municipality, school district, or other political subdivision of the state may not use a local ordinance or regulation that provides a preference based upon:
- i. The contractor's maintaining an office or place of business within a particular local jurisdiction;
 - ii. The contractor's hiring employees or subcontractors from within a particular local jurisdiction; or
 - iii. The contractor's prior payment of local taxes, assessments, or duties within a particular local jurisdiction.
- B. For any competitive solicitation that meets the criteria in Paragraph A., a state college, county, municipality, school district, or other political subdivision of the state *shall disclose in the solicitation document* that any applicable local ordinance or regulation does not include any preference that is prohibited by Paragraph A.

14. LOBBYING PROHIBITION:

In accordance with Section 216.347, F.S., the Grantee is hereby prohibited from using funds provided by this Agreement for the purpose of lobbying the State of Florida Legislature, the judicial branch or a state agency. Further, in accordance with Section 11.062, F.S., no state funds, exclusive of salaries, travel expenses, and per diem, appropriated to, or otherwise available for use by, any executive, judicial, or quasi-judicial department shall be used by any state employee or other person for lobbying purposes.

15. COMPLIANCE WITH LAW:

The Grantee shall comply with all applicable federal, state and local rules and regulations in providing services to the Department under this Agreement. The Grantee acknowledges that this requirement includes, but is not limited to, compliance with all applicable federal, state and local health and safety rules and regulations. The Grantee further agrees to include this provision in all subcontracts issued as a result of this Agreement.

16. NOTICE:

All notices and written communication between the parties shall be sent by electronic mail, U.S. Mail, a courier delivery service, or delivered in person. Notices shall be considered delivered when reflected by an electronic mail read receipt, a courier service delivery receipt, other mail service delivery receipt, or when

receipt is acknowledged by recipient. Any and all notices required by this Agreement shall be delivered to the parties at the addresses identified under paragraph 17.

17. CONTACTS:

The Department's Grant Manager (which may also be referred to as the Department's Project Manager) at the time of execution for this Agreement is identified below:

| | |
|--|-------------------------------|
| Henry Garrigo or Successor | |
| Florida Department of Environmental Protection | |
| Division of Waste Management | |
| 2600 Blair Stone Road., MS# 4500 | |
| Tallahassee, Florida 32399-2400 | |
| Telephone No.: | (850) 245-8822 |
| E-mail Address: | Henry.Garrigo@dep.state.fl.us |

The Grantee's Grant Manager at the time of execution for this Agreement is identified below:

| | |
|---------------------------------|--------------------------|
| Bob Owens, or Successor | |
| General Services Accountant | |
| 1769 E. Moody Blvd, Building 5, | |
| Bunnell, Fl., 32110 | |
| Telephone No.: | (386) 313-4190 |
| E-mail Address: | bowens@flaglercounty.org |

In the event the Department's or the Grantee's Grant Manager changes, written notice by electronic mail with acknowledgement by the other party will be acceptable. Any subsequent Change Order or Amendment pursuant to paragraph 3.B should include the updated Grant Manager information.

18. INSURANCE:

- A. Providing and maintaining adequate insurance coverage is a material obligation of the Grantee. This insurance must provide coverage for all claims that may arise from the performance of the work specified under this Agreement, whether such work is performed by the Grantee, any sub-grantee, or Grantee's contractors. Such insurance shall include the State of Florida, the Department, and the State of Florida Board of Trustees of the Internal Improvement Trust Fund, as Additional Insureds for the entire length of the Agreement.
- B. Coverage may be by private insurance or self-insurance. The Grantee shall provide documentation of all required coverage to the Department's Grant Manager *prior to* performance of any work pursuant to this Agreement. All commercial insurance policies shall be with insurers licensed or eligible to do business in the State of Florida. The Grantee's current certificate of insurance shall contain a provision that the insurance will not be canceled for any reason except after thirty (30) calendar days' written notice (with the exception of non-payment of premium, which requires a 10-calendar-day notice) to the Department's Grant Manager. If the Grantee is self-funded for any category of insurance, then the Grantee shall provide documentation that warrants and represents that it is self-funded for said insurance, appropriate and allowable under Florida law, and that such self-insurance offers protection applicable to the Grantee's officers, employees, servants and agents while acting within the scope of their employment with the Grantee for the entire length of the Agreement.
- C. During the life of this Agreement, the Grantee shall secure and maintain insurance coverages as specified below. In addition, the Grantee shall include these requirements in any sub grant or subcontract issued for the performance of the work specified under this Agreement, unless such sub grant or subcontractor employees are covered by the protection afforded by the Grantee.

- i. Workers' Compensation Insurance is required for all employees connected with the work of this project. Any self-insurance program or insurance coverage shall comply fully with the Florida Workers' Compensation law. In case any class of employees engaged in hazardous work under this Agreement is not protected under Workers' Compensation statutes, the Grantee shall provide proof of adequate insurance satisfactory to the Department, for the protection of its employees not otherwise protected.
- ii. Commercial General Liability insurance is required, including bodily injury and property damage. The minimum limits of liability shall be \$200,000 each individual's claim and \$300,000 each occurrence.
- iii. Commercial Automobile Liability insurance is required, for all claims which may arise from the services and/or operations under this Agreement, whether such services and/or operations are by the Grantee or any of its contractors. The minimum limits of liability shall be as follows:

| | |
|-----------|--|
| \$300,000 | Automobile Liability Combined Single Limit for Company-Owned Vehicles, if applicable |
| \$300,000 | Hired and Non-owned Automobile Liability Coverage |
- iv. Other Insurance may be required if any work proceeds over or adjacent to water, including but not limited to Jones Act, Longshoreman's and Harbormaster's, or the inclusion of any applicable rider to worker's compensation insurance, and any necessary watercraft insurance, with limits of not less than \$300,000 each. Questions concerning required coverage should be directed to the U.S. Department of Labor (<http://www.dol.gov/owcp/dlhwc/lscntac.htm>) or to the parties' insurance carrier.

19. CONFLICT OF INTEREST:

The Grantee covenants that it presently has no interest and shall not acquire any interest which would conflict in any manner or degree with the performance of services required.

20. EQUIPMENT:

Reimbursement for direct or indirect equipment purchases costing \$1,000 or more is not authorized under the terms and conditions of this Agreement. **Attachment F, Property Reporting Form**, is not applicable and shall be intentionally excluded.

21. UNAUTHORIZED EMPLOYMENT:

The employment of unauthorized aliens by any Grantee/subcontractor is considered a violation of Section 274A(e) of the Immigration and Nationality Act. If the Grantee/subcontractor knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement. The Grantee shall be responsible for including this provision in all subcontracts with private organizations issued as a result of this Agreement.

22. QUALITY ASSURANCE REQUIREMENTS:

All sampling and analyses performed under this Agreement will be conducted as part of the Grantee's Department-mandated activities to maintain compliance with permitting requirements, which already conform with the requirements set forth in Chapter 62-160, F.A.C., and the Quality Assurance Requirements for Department Agreements. Quality Assurance Project Plans, if applicable, will be submitted to the

Department under permit conditions through the Grantee's permit application and/or renewal process, if necessary.

23. DISCRIMINATION:

- A. No person, on the grounds of race, creed, color, religion, national origin, age, gender, or disability, shall be excluded from participation in; be denied the proceeds or benefits of; or be otherwise subjected to discrimination in performance of this Agreement.
- B. An entity or affiliate who has been placed on the discriminatory vendor list pursuant to section 287.134, F.S., may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity. The Florida Department of Management Services is responsible for maintaining the discriminatory vendor list and posts the list on its website. Questions regarding the discriminatory vendor list may be directed to the Florida Department of Management Services, Office of Supplier Diversity, at (850)487-0915.

24. LAND ACQUISITION:

Land acquisition is not authorized under the terms of this Agreement.

25. PHYSICAL ACCESS AND INSPECTION:

As applicable, Department personnel shall be given access to and may observe and inspect work being performed under this Agreement, including by any of the following methods:

- A. Grantee shall provide access to any location or facility on which Grantee is performing work, or storing or staging equipment, materials or documents;
- B. Grantee shall permit inspection of any facility, equipment, practices, or operations required in performance of any work pursuant to this Agreement; and
- C. Grantee shall allow and facilitate sampling and monitoring of any substances, soils, materials or parameters at any location reasonable or necessary to assure compliance with any work or legal requirements pursuant to this Agreement.

26. PUBLIC RECORDS ACCESS:

- A. Grantee shall comply with Florida Public Records law under Chapter 119, F.S. Records made or received in conjunction with this Agreement are public records under Florida law, as defined in Section 119.011(12), F.S. Grantee shall keep and maintain public records required by the Department to perform the services under this Agreement.
- B. This Agreement may be unilaterally canceled by the Department for refusal by the Grantee to either provide to the Department upon request, or to allow inspection and copying of all public records made or received by the Grantee in conjunction with this Agreement and subject to disclosure under Chapter 119, F.S., and Section 24(a), Article I, Florida Constitution.
- C. If Grantee meets the definition of "Contractor" found in Section 119.0701(1)(a), F.S.; [i.e., an individual, partnership, corporation, or business entity that enters into a contract for services with a public agency and is acting on behalf of the public agency], then the following requirements apply:
 - i. Pursuant to Section 119.0701, F.S., a request to inspect or copy public records relating to this Agreement for services must be made directly to the Department. If the Department does not

possess the requested records, the Department shall immediately notify the Grantee of the request, and the Grantee must provide the records to the Department or allow the records to be inspected or copied within a reasonable time. If Grantee fails to provide the public records to the Department within a reasonable time, the Grantee may be subject to penalties under s. 119.10, F.S.

- ii. Upon request from the Department's custodian of public records, Grantee shall provide the Department with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- iii. Grantee shall identify and ensure that all public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Grantee does not transfer the records to the Department.
- iv. Upon completion of the Agreement, Grantee shall transfer, at no cost to Department, all public records in possession of Grantee or keep and maintain public records required by the Department to perform the services under this Agreement. If the Grantee transfers all public records to the Department upon completion of the Agreement, the Grantee shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Grantee keeps and maintains public records upon completion of the Agreement, the Grantee shall meet all applicable requirements for retaining public records. All records that are stored electronically must be provided to Department, upon request from the Department's custodian of public records, in a format that is accessible by and compatible with the information technology systems of Department.

D. IF THE GRANTEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE GRANTEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE DEPARTMENT'S CUSTODIAN OF PUBLIC RECORDS by telephone at (850) 245-2118, by email at ombudsman@dep.state.fl.us or at the mailing address below.

**Department of Environment Protection
ATTN: Office of Ombudsman and Public Services
Public Records Request
3900 Commonwealth Boulevard, MS 49
Tallahassee, Florida 32399**

27. PUBLIC ENTITY CRIME, TERMINATION FALSE CERTIFICATION, SCRUTINIZED COMPANIES, BOYCOTTING:

- A. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not perform work as a Grantee, contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, F.S. for Category Two, for a period of thirty-six (36) months from the date of being placed on the convicted vendor list (287.133, F.S.).

- B. Grantee certifies that it and any of its affiliates are not scrutinized companies as identified in Section 287.135, F.S. In addition, Grantee agrees to observe the requirements of Section 287.135, F.S., for applicable sub-agreements entered into for the performance of work under this Agreement. Pursuant to Section 287.135, F.S., the Department may immediately terminate this Agreement for cause if the Grantee, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Grantee, its affiliates, or its subcontractors are placed on any applicable scrutinized companies list or engaged in prohibited contracting activity during the term of the Agreement. As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize these contracting prohibitions then they shall become inoperative.

28. EXECUTION IN COUNTERPARTS:

This Agreement, and any Amendments or Change Orders thereto, may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.

29. SEVERABILITY CLAUSE:

This Agreement has been delivered in the State of Florida and shall be construed in accordance with the laws of Florida. Wherever possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be prohibited or invalid under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Agreement. Any action hereon or in connection herewith shall be brought in Leon County, Florida.

30. ENTIRE AGREEMENT:

This Agreement represents the entire agreement of the parties. Any alterations, variations, changes, modifications or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, duly signed by each of the parties hereto, and attached to the original of this Agreement, unless otherwise provided herein.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed, the day and year last written below.

GRANTEE NAME

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: _____
Signature of Person Authorized to Sign

By: _____
Secretary or designee

Print Name and Title of Authorized Person

Print Name and Title of Authorized Person

Date: _____

Date: _____

Henry Garrigo, DEP Grant Manager

FEID No.: 59-6000605

For Agreements with governmental boards/commissions: If someone other than the Chairman signs this Agreement, a resolution, statement or other document authorizing that person to sign the Agreement on behalf of the Grantee must accompany the Agreement.

List of attachments/exhibits included as part of this Agreement:

| Specify Type | Letter/ Number | Description (include number of pages) |
|-------------------|----------------|---|
| <u>Attachment</u> | <u>A</u> | <u>Grant Work Plan (3 Pages)</u> |
| <u>Attachment</u> | <u>B</u> | <u>Payment Request Summary Form (3 Pages)</u> |
| <u>Attachment</u> | <u>C</u> | <u>Contract Payment Requirements (1 Page)</u> |
| <u>Attachment</u> | <u>D</u> | <u>Progress Report Form (1 Page)</u> |
| <u>Attachment</u> | <u>E</u> | <u>Special Audit Requirements (5 Pages)</u> |
| <u>Attachment</u> | <u>F</u> | <u>Property Reporting Form (1 Page) Attachment Intentionally Excluded</u> |

ATTACHMENT A GRANT WORK PLAN

PROJECT TITLE: Flagler County Small County Consolidated Solid Waste Management Grant

PROJECT AUTHORITY: Flagler County (Grantee) received funding from the Florida Legislature in the amount of \$90,909.00, through Specific Appropriation Line Item No.1674, Solid Waste Management Trust Fund, Fiscal Year (FY) 2016 - 2017, General Appropriations Act. The Grantee meets the threshold for a small county (population under 110,000) and received this funding under the Small County Consolidated Grants program for the purpose of helping offset the annual cost of permit required monitoring and maintenance of our two closed landfills. Authority for this Project is specified in Section 403.7095 Florida Statutes, and Chapter 62-716, Florida Administrative Code. Monitoring and auditing guidelines, as related to the Florida Single Audit Act, are specified in the Florida Catalog of State Financial Assistance (CSFA), No. 37.012.

PROJECT LOCATION: Flagler County Closed Landfills at 1700 South Old Kings Road

PROJECT BACKGROUND: As in past years, Flagler County utilizes the funds from this grant to help offset the annual costs of the permit required maintenance and monitoring of our closed landfills under DEP permits #0069322-017-SF for a C&D Facility, and DEP Permit #0018825-006-SF for the Class I Facility.

PROJECT DESCRIPTION: The Grantee has competitively procured a Contractor to conduct the required periodic laboratory sampling, analysis and reporting to maintain the closed landfill facility in Flagler County. The contracted services may include renewal of the permits, groundwater and surface water monitoring and reporting and general monitoring of the facility.

TASKS and DELIVERABLES:

Task #1: Solid Waste Operations

Task Description: The Grantee's Contractor will conduct all testing, monitoring, maintenance and reporting as required by Department permits. The schedule for FY 2016-17 includes permit modifications, permit renewals, the cost of groundwater and surface water monitoring and reporting and general monitoring of the closed landfills. Laboratory sampling, analysis and reporting to be in compliance with DEP Permit # 0069322-017-SF & 0018825-006-SF for the closed C&D Facility & Class I Facility at 1700 So. Old Kings Road.

Deliverable: HDR Invoices, sampling, monitoring and analysis reports.

Performance Standard: The Department's Grant Manager will review the deliverable to verify that it meets the specifications in the Grant Work Plan and this task description. Upon review and written acceptance by the Department's Grant Manager of all deliverables under this task, the Grantee may proceed with payment request submittal.

Payment Request Schedule: The Grantee may submit a payment request for cost reimbursement quarterly. Payment requests shall be submitted within thirty (30) days following completion of the quarter. The outlined Deliverable(s) must have been submitted and accepted in writing by the Department's Grant Manager prior to payment request submittal.

Performance Measure: The Department's Grant Manager will review each deliverable to verify that it meets the specifications in the Grant Work Plan and this task description. Upon review and written acceptance by the Department's Grant Manager of required deliverable(s) under this task, the Grantee may proceed with payment request submittal.

PROJECT TIMELINE: The tasks must be completed by the end of each task timeline and all deliverables must be received by the designated due date.

| | Task Name | Start Date | End Date | Frequency |
|---|--|------------|-----------|--|
| 1 | Permit Driven Monitoring and Reporting | 10/1/2016 | 9/30/2017 | Quarterly, within thirty (30) days of the end of each quarter and prior to each payment request. |

BUDGET DETAIL BY TASK:

| | | |
|---|----------------------|-------------|
| | | |
| 1 | Contractual Services | \$90,909.00 |

PROJECT BUDGET SUMMARY: Cost reimbursable grant funding must not exceed the category totals for the project as indicated below.

| | |
|----------------------------|-------------|
| | |
| Contractual Services Total | \$90,909.00 |

**ATTACHMENT B
PAYMENT REQUEST SUMMARY FORM**

DEP Agreement No.: _____ Agreement Effective Dates: _____

Grantee: _____ Grantee's Grant Manager: _____

Mailing Address: _____

Payment Request No. _____ Date of Payment Request: _____

Performance Period (Start date – End date): _____

Task/Deliverable No(s). _____ Task/Deliverable Amount Requested: \$ _____

GRANT EXPENDITURES SUMMARY SECTION

| CATEGORY OF EXPENDITURE | AMOUNT OF THIS REQUEST | TOTAL CUMULATIVE PAYMENT REQUESTS | MATCHING FUNDS FOR THIS REQUEST | TOTAL CUMULATIVE MATCHING FUNDS |
|---|------------------------|-----------------------------------|---------------------------------|---------------------------------|
| Salaries/Wages | \$ | \$ | \$N/A | \$N/A |
| Fringe Benefits | \$ | \$ | \$N/A | \$N/A |
| Contractual Services (Subcontractors) | \$ | \$ | \$N/A | \$N/A |
| Travel | \$ | \$ | \$N/A | \$N/A |
| Equipment (Direct Purchases) | \$ | \$ | \$N/A | \$N/A |
| Rental/Lease of Equipment | \$ | \$ | \$N/A | \$N/A |
| Miscellaneous/Other Expenses | \$ | \$ | \$N/A | \$N/A |
| Land Acquisition | \$ | \$ | \$N/A | \$N/A |
| TOTAL AMOUNT | \$ | \$ | \$N/A | \$N/A |
| TOTAL TASK/DELIVERABLE BUDGET AMOUNT | \$ | | \$N/A | |
| Less Total Cumulative Payment Requests of: | \$ | | \$N/A | |
| TOTAL REMAINING IN TASK | \$ | | \$N/A | |

GRANTEE CERTIFICATION

Complete Grantee's Certification of Payment Request on Page 2 to certify that the amount being requested for reimbursement above was for items that were charged to and utilized only for the above cited grant activities.

Grantee's Certification of Payment Request

I, _____, on behalf of

(Print name of Grantee's Grant Manager designated in the Agreement)

_____, do hereby certify for

(Print name of Grantee/Recipient)

DEP Agreement No. _____ and Payment Request No. _____ that:

- The disbursement amount requested is for allowable costs for the project described in Attachment A of the Agreement.
- All costs included in the amount requested have been satisfactorily purchased, performed, received, and applied toward completing the project; such costs are documented by invoices or other appropriate documentation as required in the Agreement.
- The Grantee has paid such costs under the terms and provisions of contracts relating directly to the project; and the Grantee is not in default of any terms or provisions of the contracts.

Check all that apply:

- All permits and approvals required for the construction, which is underway, have been obtained.
- Construction up to the point of this disbursement is in compliance with the construction plans and permits.
- The Grantee's Grant Manager relied on certifications from the following professionals that provided services for this project during the time period covered by this Certification of Payment Request, and such certifications are included:

Professional Service Provider (Name / License No.) Period of Service (mm/dd/yy – mm/dd/yy)

| |
|-------|
| _____ |
| _____ |
| _____ |
| _____ |
| _____ |

Grantee's Grant Manager's Signature

Grantee's Fiscal Agent

Print Name

Print Name

Telephone Number

Telephone Number

**INSTRUCTIONS FOR COMPLETING
PAYMENT REQUEST SUMMARY FORM**

DEP AGREEMENT NO.: This is the number on your grant agreement.
AGREEMENT EFFECTIVE DATES: Enter agreement execution date through end date.
GRANTEE: Enter the name of the grantee's agency.
GRANTEE'S GRANT MANAGER: This should be the person identified as grant manager in the grant Agreement.
MAILING ADDRESS: Enter the address that you want the state warrant sent.
PAYMENT REQUEST NO.: This is the number of your payment request, not the quarter number.
DATE OF PAYMENT REQUEST: This is the date you are submitting the request.
PERFORMANCE PERIOD: This is the beginning and ending date of the performance period for the task/deliverable that the request is for (this must be within the timeline shown for the task/deliverable in the Agreement).
TASK/DELIVERABLE NO.: This is the number of the task/deliverable that you are requesting payment for and/or claiming match for (must agree with the current Grant Work Plan).
TASK/DELIVERABLE AMOUNT REQUESTED: This should match the amount on the "TOTAL TASK/DELIVERABLE BUDGET AMOUNT" line for the "AMOUNT OF THIS REQUEST" column.

GRANT EXPENDITURES SUMMARY SECTION:

"AMOUNT OF THIS REQUEST" COLUMN: Enter the amount that was expended for this task during the period for which you are requesting reimbursement for this task. This must agree with the currently approved budget in the current Grant Work Plan of your grant Agreement. Do not claim expenses in a budget category that does not have an approved budget. Do not claim items that are not specifically identified in the current Grant Work Plan. Enter the column total on the "TOTAL AMOUNT" line. Enter the amount of the task on the "TOTAL TASK BUDGET AMOUNT" line. Enter the total cumulative amount of this request **and** all previous payments on the "LESS TOTAL CUMULATIVE PAYMENT REQUESTS OF" line. Deduct the "LESS TOTAL CUMULATIVE PAYMENT REQUESTS OF" from the "TOTAL TASK BUDGET AMOUNT" for the amount to enter on the "TOTAL REMAINING IN TASK" line.

"TOTAL CUMULATIVE PAYMENT REQUESTS" COLUMN: Enter the cumulative amounts that have been requested to date for reimbursement by budget category. The final request should show the total of all requests; first through the final request (this amount cannot exceed the approved budget amount for that budget category for the task you are reporting on). Enter the column total on the "TOTALS" line. **Do not enter anything in the shaded areas.**

"MATCHING FUNDS" COLUMN: Enter the amount to be claimed as match for the performance period for the task you are reporting on. This needs to be shown under specific budget categories according to the currently approved Grant Work Plan. Enter the total on the "TOTAL AMOUNT" line for this column. Enter the match budget amount on the "TOTAL TASK BUDGET AMOUNT" line for this column. Enter the total cumulative amount of this and any previous match claimed on the "LESS TOTAL CUMULATIVE PAYMENTS OF" line for this column. Deduct the "LESS TOTAL CUMULATIVE PAYMENTS OF" from the "TOTAL TASK BUDGET AMOUNT" for the amount to enter on the "TOTAL REMAINING IN TASK" line.

"TOTAL CUMULATIVE MATCHING FUNDS" COLUMN: Enter the cumulative amount you have claimed to date for match by budget category for the task. Put the total of all on the line titled "TOTALS." The final report should show the total of all claims, first claim through the final claim, etc. **Do not enter anything in the shaded areas.**

GRANTEE'S CERTIFICATION: Check all boxes that apply. Identify any licensed professional service providers that certified work or services completed during the period included in the request for payment. **Must be signed by both the Grantee's Grant Manager as identified in the grant agreement and the Grantee's Fiscal Agent.**

NOTES:

If claiming reimbursement for travel, you must include copies of receipts and a copy of the travel reimbursement form approved by the Department of Financial Services, Chief Financial Officer.

Documentation for match claims must meet the same requirements as those expenditures for reimbursement.

ATTACHMENT C

Contract Payment Requirements Florida Department of Financial Services, Reference Guide for State Expenditures Cost Reimbursement Contracts

Invoices for cost reimbursement contracts must be supported by an itemized listing of expenditures by category (salary, travel, expenses, etc.) Supporting documentation must be provided for each amount for which reimbursement is being claimed indicating that the item has been paid. Check numbers may be provided in lieu of copies of actual checks. Each piece of documentation should clearly reflect the dates of service. Only expenditures for categories in the approved contract budget should be reimbursed.

Listed below are examples of the types of documentation representing the minimum requirements:

- (1) Salaries: A payroll register or similar documentation should be submitted. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay. If an individual for whom reimbursement is being claimed is paid by the hour, a document reflecting the hours worked times the rate of pay will be acceptable.
- (2) Fringe Benefits: Fringe Benefits should be supported by invoices showing the amount paid on behalf of the employee (e.g., insurance premiums paid). If the contract specifically states that fringe benefits will be based on a specified percentage rather than the actual cost of fringe benefits, then the calculation for the fringe benefits amount must be shown.

Exception: Governmental entities are not required to provide check numbers or copies of checks for fringe benefits.
- (3) Travel: Reimbursement for travel must be in accordance with Section 112.061, Florida Statutes, which includes submission of the claim on the approved State travel voucher or electronic means.
- (4) Other direct costs: Reimbursement will be made based on paid invoices/receipts. If nonexpendable property is purchased using State funds, the contract should include a provision for the transfer of the property to the State when services are terminated. Documentation must be provided to show compliance with Department of Management Services Rule 60A-1.017, Florida Administrative Code, regarding the requirements for contracts which include services and that provide for the contractor to purchase tangible personal property as defined in Section 273.02, Florida Statutes, for subsequent transfer to the State.
- (5) In-house charges: Charges which may be of an internal nature (e.g., postage, copies, etc.) may be reimbursed on a usage log which shows the units times the rate being charged. The rates must be reasonable.

For contracts between state agencies, and for contracts between universities, alternative documentation may be submitted to substantiate the reimbursement request. This may be in the form of FLAIR reports or other similarly detailed reports.

The Florida Department of Financial Services, online Reference Guide for State Expenditures can be found at this web address: http://www.fldfs.com/aadir/reference_guide.htm

ATTACHMENT D

PROGRESS REPORT FORM

| | |
|---------------------------------|--------------|
| DEP Agreement No.: | SC707 |
| Grantee Name: | Flagler Coun |
| Grantee Address: | 1769 E. Mo |
| Grantee's Grant Manager: | Bob Owens |

| | |
|----------------------------------|--|
| Reporting Period: | |
| Project Number and Title: | |

Provide the following information for all ta
Plan: a summary of project accomplishn
actual accomplishments to goals for the pe
provide an update on the estimated time f
any anticipated delays and identify by task
NOTE: Use as many pages as necessary to

This report is submitted in accordance with the reporting requirements of DEP Agreement No. SC707 and accurately reflects the activities associated with the project.

Signature of Grantee's Grant Manager

Date

Print Name and Title

ATTACHMENT E

SPECIAL AUDIT REQUIREMENTS

The administration of resources awarded by the Department of Environmental Protection (*which may be referred to as the "Department", "DEP", "FDEP" or "Grantor", or other name in the contract/agreement*) to the recipient (*which may be referred to as the "Contractor", Grantee" or other name in the contract/agreement*) may be subject to audits and/or monitoring by the Department of Environmental Protection, as described in this attachment.

MONITORING

In addition to reviews of audits conducted in accordance with OMB Circular A-133, as revised, 2 CFR Part 200, Subpart F, and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by Department staff, limited scope audits as defined by OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F, and/or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of Environmental Protection. In the event the Department of Environmental Protection determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department to the recipient regarding such audit. The recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer or Auditor General.

AUDITS

PART I: FEDERALLY FUNDED

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in OMB Circular A-133, as revised (for fiscal year start dates prior to December 26, 2014), or as defined in 2 CFR §200.330 (for fiscal year start dates after December 26, 2014).

1. In the event that the recipient expends \$500,000 (\$750,000 for fiscal year start dates after December 26, 2014) or more in Federal awards in its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F. EXHIBIT 1 to this Attachment indicates Federal funds awarded through the Department of Environmental Protection by this Agreement. In determining the Federal awards expended in its fiscal year, the recipient shall consider all sources of Federal awards, including Federal resources received from the Department of Environmental Protection. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F. An audit of the recipient conducted by the Auditor General in accordance with the provisions of OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F, will meet the requirements of this part.
2. In connection with the audit requirements addressed in Part I, paragraph 1, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F.
3. If the recipient expends less than \$500,000 (or \$750,000, as applicable) in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F, is not required. In the event that the recipient expends less than \$500,000 (or \$750,000, as applicable) in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F the cost of the audit must be paid from non-Federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other than Federal entities).
4. The recipient may access information regarding the Catalog of Federal Domestic Assistance (CFDA) via the internet at www.cfda.gov

PART II: STATE FUNDED

This part is applicable if the recipient is a nonstate entity as defined by Section 215.97(2)(n), Florida Statutes.

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$750,000 in any fiscal year of such recipient, the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this Attachment indicates state financial assistance awarded through the Department of Environmental Protection by this Agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of Environmental Protection, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1; the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$750,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the recipient expends less than \$750,000 in state financial assistance in its fiscal year, and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. For information regarding the Florida Catalog of State Financial Assistance (CSFA), a recipient should access the Florida Single Audit Act website located at <https://apps.fldfs.com/fsaa> for assistance. In addition to the above websites, the following websites may be accessed for information: Legislature's Website at <http://www.leg.state.fl.us/Welcome/index.cfm>, State of Florida's website at <http://www.myflorida.com/>, Department of Financial Services' Website at <http://www.fldfs.com/> and the Auditor General's Website at <http://www.myflorida.com/audgen/>.

PART III: OTHER AUDIT REQUIREMENTS

(NOTE: This part would be used to specify any additional audit requirements imposed by the State awarding entity that are solely a matter of that State awarding entity's policy (i.e., the audit is not required by Federal or State laws and is not in conflict with other Federal or State audit requirements). Pursuant to Section 215.97(8), Florida Statutes, State agencies may conduct or arrange for audits of State financial assistance that are in addition to audits conducted in accordance with Section 215.97, Florida Statutes. In such an event, the State awarding agency must arrange for funding the full cost of such additional audits.)

PART IV: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F and required by PART I of this Attachment shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F, by or on behalf of the recipient directly to each of the following:

- A. The Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director
Florida Department of
Environmental Protection

Electronically:

FDEPSingleAudit@dep.state.fl.us

- B. The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised, and 2 CFR §200.501(a) (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised, and 2 CFR §200.501(a) should be submitted to the Federal Audit Clearinghouse), at the following address:

Federal Audit Clearinghouse
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

Submissions of the Single Audit reporting package for fiscal periods ending on or after January 1, 2008, must be submitted using the Federal Clearinghouse's Internet Data Entry System which can be found at <http://harvester.census.gov/facweb/>

- C. Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised, and 2 CFR §200.512.
2. Pursuant to Section .320(f), OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F, the recipient shall submit a copy of the reporting package described in Section .320(c), OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F, and any management letters issued by the auditor, to the Department of Environmental Protection at one the following addresses:

By Mail:

Audit Director
Florida Department of Environmental Protection
Office of the Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:

FDEPSingleAudit@dep.state.fl.us

3. Copies of financial reporting packages required by PART II of this Attachment shall be submitted by or on behalf of the recipient directly to each of the following:

- A. The Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director
Florida Department of
Environmental Protection

Electronically:
FDEPSingleAudit@dep.state.fl.us

B. The Auditor General's Office at the following address:

State of Florida Auditor General
Room 401, Claude Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

4. Copies of reports or management letters required by PART III of this Attachment shall be submitted by or on behalf of the recipient directly to the Department of Environmental Protection at one of the following addresses:

By Mail:

Audit Director
Florida Department of Environmental Protection
Office of the Inspector General, MS 40
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000

Electronically:
FDEPSingleAudit@dep.state.fl.us

5. Any reports, management letters, or other information required to be submitted to the Department of Environmental Protection pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, as revised, and 2 CFR Part 200, Subpart F, Florida Statutes, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
6. Recipients, when submitting financial reporting packages to the Department of Environmental Protection for audits done in accordance with OMB Circular A-133, as revised and 2 CFR Part 200, Subpart F, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the recipient in correspondence accompanying the reporting package.

PART V: RECORD RETENTION

The recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of **5** years from the date the audit report is issued, and shall allow the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General access to such records upon request. The recipient shall ensure that audit working papers are made available to the Department of Environmental Protection, or its designee, Chief Financial Officer, or Auditor General upon request for a period of **3** years from the date the audit report is issued, unless extended in writing by the Department of Environmental Protection.

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EXHIBIT – 1

FUNDS AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

| Federal Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following: | | | | | |
|--|----------------|-------------|------------|----------------|------------------------------|
| Federal Program Number | Federal Agency | CFDA Number | CFDA Title | Funding Amount | State Appropriation Category |
| | | | | | |
| | | | | | |

| State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Matching Resources for Federal Programs: | | | | | |
|--|----------------|------|------------|----------------|------------------------------|
| Federal Program Number | Federal Agency | CFDA | CFDA Title | Funding Amount | State Appropriation Category |
| | | | | | |
| | | | | | |

| State Resources Awarded to the Recipient Pursuant to this Agreement Consist of the Following Resources Subject to Section 215.97, F.S.: | | | | | | |
|--|--|-------------------|-------------|--|----------------|------------------------------|
| State Program Number | Funding Source | State Fiscal Year | CSFA Number | CSFA Title or Funding Source Description | Funding Amount | State Appropriation Category |
| Original Agreement | General Appropriations Act (GAA), Line Item 1674, Grants and Aids to Local Governments and Nonstate Entities – Fixed Capital Outlay, Solid Waste Management from Solid Waste Management Trust Fund | 2016-2017 | 37.012 | Small County Consolidated Grants | \$90,909 | 140134 |
| | | | | | | |
| | | | | | | |

| | | | | | | |
|--------------------|--|--|--|--|-----------------|--|
| Total Award | | | | | \$90,909 | |
|--------------------|--|--|--|--|-----------------|--|

For each program identified above, the recipient shall comply with the program requirements described in the Catalog of Federal Domestic Assistance (CFDA) [www.cfda.gov] and/or the Florida Catalog of State Financial Assistance (CSFA) [<https://apps.fldfs.com/fsaa/searchCatalog.aspx>]. The services/purposes for which the funds are to be used are included in the Contract scope of services/work. Any match required by the recipient is clearly indicated in the Contract.

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

SUBJECT: Consideration of Bid Award 17-025B to Wise Builders, LLC., East Coast Building Corp., and Florida Retrofits, Inc. for Home Improvements Associated with the Residential Construction Mitigation Program (RCMP) in the Amount of \$101,868.00

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: An Invitation to Bid (ITB) was advertised in the *News Tribune* as well as publicly broadcast on www.publicpurchase.com. ITB 17-025B requested bids from qualified firms to provide labor, materials, tools and equipment necessary for the retrofit improvements for ten (10) homes located in Flagler County. On February 22, 2017, the County received three (3) responses as detailed on the attached tabulation sheet (Attachment 1). Staff reviewed the bids for conformity to specifications as well as to the terms and conditions outlined in the ITB documents.

The Residential Construction Mitigation Program (RCMP) is a grant funded program designed to increase the wind resistance of homes – reducing damage, debris, and recovery time for residents, and will benefit the communities in which they reside by mitigating against wind hazards. Although it is not a housing rehabilitation program, it does address some exterior aspects in so much as they impact wind resistance: roofing, shutters, impact resistant windows, impact resistant doors, impact resistant garage doors, gable end bracing, and other wind mitigation retrofits. Homes must be single family, site built homes, built prior to 2002. There cannot be any unpermitted work done on the house, nor any outstanding liens or judgments. The mortgage and property taxes must be current/up to date, and it must be a homesteaded residence with Homeowner's insurance. While the program is open to any home that meets the criteria, preference is given to homeowners in the low-to-moderate income category as defined by HUD.

Staff recommends award to Wise Builders, LLC. of Holly Hill, Florida, East Coast Building Corp of Bunnell, Florida and Florida Retrofits, Inc. of Palm Bay, Florida, who submitted the lowest responsive and responsible bids.

FUNDING INFORMATION: Grant funding from the Florida Division of Emergency Management (FDEM) is appropriated in the FY16-17 budget in account 001-8623-525.34-10 for this expense.


DEPT./CONTACT/PHONE #: Purchasing, Kris Collora (386) 313-4062

RECOMMENDATIONS: Request the Board approve Bid Award 17-025B to Wise Builders, LLC., East Coast Building Corp., and Florida Retrofits, Inc. for Home Improvements Associated with the Residential Construction Mitigation Program (RCMP) in the Amount of \$101,868.00 and the County Administrator to issue purchase orders.

ATTACHMENT:
1. Bid Tabulation



Craig M. Coffey, County Administrator



Date



**Flagler County Board of County Commissioners
Residential Construction Mitigation Program (RCMP)
17-025B, Bid Tabulation**

Hurd Construction
1046 Riverside Ave
Jacksonville, FL 32204

Wise Builders, LLC
120 Carswell Ave
Holly Hill, FL 32117

East Coast Building Corp
321 Briarwood Dr
Bunnell, FL 32110

Florida Retrofits, Inc
2840 Kirby Circle #3
Palm Bay, FL 32905

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|--|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| D133 | 1 | Skylight, Impact Resistant, Energy Star | 109 | 3 | \$679.50 | \$2,038.50 | \$815.00 | \$2,445.00 | \$450.00 | \$1,350.00 | \$902.60 | \$2,707.80 |
| | 2 | Accordion Shutters at Windows | 302 | 7 | \$960.19 | \$6,721.33 | \$651.20 | \$4,558.40 | \$659.00 | \$4,613.00 | \$542.00 | \$3,794.00 |
| | 3 | Accordion Shutters at Sliding Glass Door | 304 | 1 | \$2,430.88 | \$2,430.88 | \$1,098.90 | \$1,098.90 | \$659.00 | \$659.00 | \$1,479.00 | \$1,479.00 |
| | 4 | Garage Door, Impact Rated | 305 | 1 | \$2,047.65 | \$2,047.65 | \$1,150.00 | \$1,150.00 | \$3,000.00 | \$3,000.00 | \$1,680.00 | \$1,680.00 |
| | 5 | Roll Down Shutters at Doors | 306 | 1 | \$1,492.13 | \$1,492.13 | \$1,512.50 | \$1,512.50 | \$659.00 | \$659.00 | \$1,586.00 | \$1,586.00 |

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|-------------------------------|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| H35 | 1 | Clips or Straps | 110 | 1 | \$749.53 | \$749.53 | \$4,270.00 | \$4,270.00 | \$0.00 | \$0.00 | \$1,200.00 | \$1,200.00 |
| | 2 | Accordion Shutters at Windows | 302 | 10 | \$960.19 | \$9,601.90 | \$656.70 | \$6,567.00 | \$602.00 | \$6,020.00 | \$632.00 | \$6,320.00 |
| | 3 | Accordion Shutters at Doors | 303 | 3 | \$1,028.94 | \$3,086.82 | \$1,095.60 | \$3,286.80 | \$602.00 | \$1,806.00 | \$1,323.00 | \$3,969.00 |
| | 4 | Garage Door, Impact Rated | 305 | 1 | \$2,047.75 | \$2,047.75 | \$1,150.00 | \$1,150.00 | \$3,000.00 | \$3,000.00 | \$1,680.00 | \$1,680.00 |
| | 5 | Columns | 401 | 3 | \$434.47 | \$1,303.41 | \$310.00 | \$930.00 | \$200.00 | \$600.00 | \$645.00 | \$1,935.00 |
| | 6 | Dryer Vents | 402 | 1 | \$111.98 | \$111.98 | \$95.00 | \$95.00 | \$100.00 | \$100.00 | \$30.00 | \$30.00 |

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|--|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| N6 | 1 | Gable Ends | 108 | 3 | \$1,112.01 | \$3,336.03 | \$574.00 | \$1,722.00 | \$300.00 | \$900.00 | \$625.00 | \$1,875.00 |
| | 2 | Clips or Straps | 110 | 1 | \$749.53 | \$749.53 | \$2,210.00 | \$2,210.00 | \$0.00 | \$0.00 | \$1,200.00 | \$1,200.00 |
| | 3 | Accordion Shutters at Windows | 302 | 8 | \$960.19 | \$7,681.52 | \$556.60 | \$4,452.80 | \$698.00 | \$5,584.00 | \$720.00 | \$5,760.00 |
| | 4 | Accordion Shutters at Sliding Glass Door | 304 | 1 | \$2,430.88 | \$2,430.88 | \$1,036.20 | \$1,036.20 | \$698.00 | \$698.00 | \$1,664.00 | \$1,664.00 |
| | 5 | Garage Door, Impact Rated | 305 | 1 | \$2,047.75 | \$2,047.75 | \$1,150.00 | \$1,150.00 | \$3,000.00 | \$3,000.00 | \$1,680.00 | \$1,680.00 |
| | 6 | Roll Down Shutters at Doors | 306 | 1 | \$1,492.13 | \$1,492.13 | \$1,464.10 | \$1,464.10 | \$698.00 | \$698.00 | \$1,014.00 | \$1,014.00 |
| | 7 | Gable End Vents | 400 | 3 | \$228.15 | \$684.45 | \$145.00 | \$435.00 | \$250.00 | \$750.00 | \$300.00 | \$900.00 |
| | 8 | Columns | 401 | 1 | \$434.47 | \$434.47 | \$310.00 | \$310.00 | \$200.00 | \$200.00 | \$765.00 | \$765.00 |



**Flagler County Board of County Commissioners
Residential Construction Mitigation Program (RCMP)
17-025B, Bid Tabulation**

Hurd Construction
1046 Riverside Ave
Jacksonville, FL 32204

Wise Builders, LLC
120 Carswell Ave
Holly Hill, FL 32117

East Coast Building Corp
321 Briarwood Dr
Bunnell, FL 32110

Florida Retrofits, Inc
2840 Kirby Circle #3
Palm Bay, FL 32905

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|--|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| R326 | 1 | Skylight, Impact Resistant, Energy Star | 109 | 1 | \$679.50 | \$679.50 | \$1,570.00 | \$1,570.00 | \$350.00 | \$350.00 | \$1,102.00 | \$1,102.00 |
| | 2 | Impact Resistant - Tinted, Energy Star | 200 | 9 | \$1,881.92 | \$16,937.28 | \$793.00 | \$7,137.00 | \$1,500.00 | \$13,500.00 | \$923.49 | \$8,311.41 |
| | 3 | Accordion Shutters at Windows | 302 | 16 | \$960.19 | \$15,363.04 | \$605.00 | \$9,680.00 | \$673.00 | \$10,768.00 | \$614.00 | \$9,824.00 |
| | 4 | Accordion Shutters at Doors | 303 | 2 | \$1,028.94 | \$2,057.88 | \$700.00 | \$1,400.00 | \$673.00 | \$1,346.00 | \$765.00 | \$1,530.00 |
| | 5 | Accordion Shutters at Sliding Glass Door | 304 | 3 | \$2,430.88 | \$7,292.64 | \$1,400.00 | \$4,200.00 | \$673.00 | \$2,019.00 | \$1,992.00 | \$5,976.00 |
| | 6 | Garage Door, Impact Rated | 305 | 1 | \$2,047.75 | \$2,047.75 | \$1,150.00 | \$1,150.00 | \$3,000.00 | \$3,000.00 | \$1,680.00 | \$1,680.00 |
| | 7 | Roll Down Shutters at Doors | 306 | 1 | \$1,492.13 | \$1,492.13 | \$1,690.00 | \$1,690.00 | \$673.00 | \$673.00 | \$1,548.00 | \$1,548.00 |

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|-------------------------------|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| R8 | 1 | Gable Ends | 108 | 2 | \$1,112.01 | \$2,224.02 | \$590.00 | \$1,180.00 | \$300.00 | \$600.00 | \$625.00 | \$1,250.00 |
| | 2 | Clips or Straps | 110 | 1 | \$749.53 | \$749.53 | \$2,196.00 | \$2,196.00 | \$0.00 | \$0.00 | \$1,200.00 | \$1,200.00 |
| | 3 | Accordion Shutters at Windows | 302 | 8 | \$960.19 | \$7,681.52 | \$820.00 | \$6,560.00 | \$706.00 | \$5,648.00 | \$685.00 | \$5,480.00 |
| | 4 | Accordion Shutters at Doors | 303 | 3 | \$1,028.94 | \$3,086.82 | \$1,075.00 | \$3,225.00 | \$706.00 | \$2,118.00 | \$1,860.00 | \$5,580.00 |
| | 5 | Garage Door, Impact Rated | 305 | 1 | \$2,047.75 | \$2,047.75 | \$1,150.00 | \$1,150.00 | \$3,000.00 | \$3,000.00 | \$1,680.00 | \$1,680.00 |
| | 6 | Roll Down Shutters at Doors | 306 | 1 | \$1,492.13 | \$1,492.13 | \$1,570.00 | \$1,570.00 | \$706.00 | \$706.00 | \$1,040.00 | \$1,040.00 |
| | 7 | Gable End Vents | 400 | 2 | \$228.15 | \$456.30 | \$122.00 | \$244.00 | \$250.00 | \$500.00 | \$300.00 | \$600.00 |

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|-------------------------------|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| T425 | 1 | Clips or Straps | 110 | 1 | \$749.53 | \$749.53 | \$2,562.00 | \$2,562.00 | \$0.00 | \$0.00 | \$1,200.00 | \$1,200.00 |
| | 2 | Gable Ends | 108 | 1 | \$1,112.01 | \$1,112.01 | \$960.00 | \$960.00 | \$300.00 | \$300.00 | \$625.00 | \$625.00 |
| | 3 | Accordion Shutters at Windows | 302 | 20 | \$960.19 | \$19,203.80 | \$529.38 | \$10,587.60 | \$652.00 | \$13,040.00 | \$549.00 | \$10,980.00 |
| | 4 | Accordion Shutters at Doors | 303 | 2 | \$1,028.94 | \$2,057.88 | \$1,139.60 | \$2,279.20 | \$652.00 | \$1,304.00 | \$360.00 | \$720.00 |
| | 5 | Garage Door, Impact Rated | 305 | 1 | \$2,047.75 | \$2,047.75 | \$1,150.00 | \$1,150.00 | \$3,000.00 | \$3,000.00 | \$1,680.00 | \$1,680.00 |
| | 6 | Roll Down Shutters at Doors | 306 | 1 | \$1,492.13 | \$1,492.13 | \$1,801.00 | \$1,801.00 | \$652.00 | \$652.00 | \$5,206.00 | \$5,206.00 |
| | 7 | Gooseneck Vents | 403 | 2 | \$214.83 | \$429.66 | \$152.00 | \$304.00 | \$125.00 | \$250.00 | \$234.00 | \$468.00 |



**Flagler County Board of County Commissioners
Residential Construction Mitigation Program (RCMP)
17-025B, Bid Tabulation**

Hurd Construction
1046 Riverside Ave
Jacksonville, FL 32204

Wise Builders, LLC
120 Carswell Ave
Holly Hill, FL 32117

East Coast Building Corp
321 Briarwood Dr
Bunnell, FL 32110

Florida Retrofits, Inc
2840 Kirby Circle #3
Palm Bay, FL 32905

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|--|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| W4 | 1 | Gable Ends | 108 | 2 | \$1,112.01 | \$2,224.02 | \$576.00 | \$1,152.00 | \$300.00 | \$600.00 | \$625.00 | \$1,250.00 |
| | 2 | Clips or Straps | 110 | 1 | \$749.53 | \$749.53 | \$3,416.00 | \$3,416.00 | \$0.00 | \$0.00 | \$1,200.00 | \$1,200.00 |
| | 3 | Accordion Shutters at Windows | 302 | 7 | \$960.19 | \$6,721.33 | \$542.30 | \$3,796.10 | \$783.00 | \$5,481.00 | \$723.00 | \$5,061.00 |
| | 6 | Accordion Shutters at Sliding Glass Door | 304 | 2 | \$2,430.88 | \$4,861.76 | \$1,059.30 | \$2,118.60 | \$783.00 | \$1,566.00 | \$1,600.00 | \$3,200.00 |
| | 7 | Garage Door, Impact Rated | 305 | 1 | \$2,047.75 | \$2,047.75 | \$1,150.00 | \$1,150.00 | \$300.00 | \$300.00 | \$1,680.00 | \$1,680.00 |
| | 8 | Roll Down Shutters at Doors | 306 | 1 | \$1,492.13 | \$1,492.13 | \$1,515.80 | \$1,515.80 | \$783.00 | \$783.00 | \$1,108.00 | \$1,108.00 |
| | 9 | Gable End Vents | 400 | 3 | \$228.15 | \$684.45 | \$130.00 | \$390.00 | \$250.00 | \$750.00 | \$300.00 | \$900.00 |
| | 10 | Columns | 401 | 2 | \$434.47 | \$868.94 | \$310.00 | \$620.00 | \$400.00 | \$800.00 | \$428.60 | \$857.20 |

| Address | Item# | Item/Spec | Spec # | Qty | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price | Unit Price | Extended Price |
|---------|-------|-------------------------------|--------|-----|------------|----------------|------------|----------------|------------|----------------|------------|----------------|
| Y6 | 1 | Gable Ends | 108 | 3 | \$1,112.01 | \$3,336.03 | \$573.00 | \$1,719.00 | \$300.00 | \$900.00 | \$625.00 | \$1,875.00 |
| | 2 | Clips or Straps | 110 | 1 | \$749.53 | \$749.53 | \$4,270.00 | \$4,270.00 | \$0.00 | \$0.00 | \$1,200.00 | \$1,200.00 |
| | 3 | Accordion Shutters at Windows | 302 | 10 | \$960.19 | \$9,601.90 | \$465.00 | \$4,650.00 | \$452.00 | \$4,520.00 | \$634.00 | \$6,340.00 |
| | 4 | Accordion Shutters at Doors | 303 | 1 | \$1,028.94 | \$1,028.94 | \$1,130.00 | \$1,130.00 | \$452.00 | \$452.00 | \$864.00 | \$864.00 |
| | 5 | Garage Door, Impact Rated | 305 | 1 | \$2,047.75 | \$2,047.75 | \$1,150.00 | \$1,150.00 | \$3,000.00 | \$3,000.00 | \$1,680.00 | \$1,680.00 |
| | 6 | Gable End Vents | 400 | 3 | \$228.15 | \$684.45 | \$130.00 | \$390.00 | \$250.00 | \$750.00 | \$300.00 | \$900.00 |

Total Award per Vendor:

\$21,826.00

\$60,487.00

\$19,555.00

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

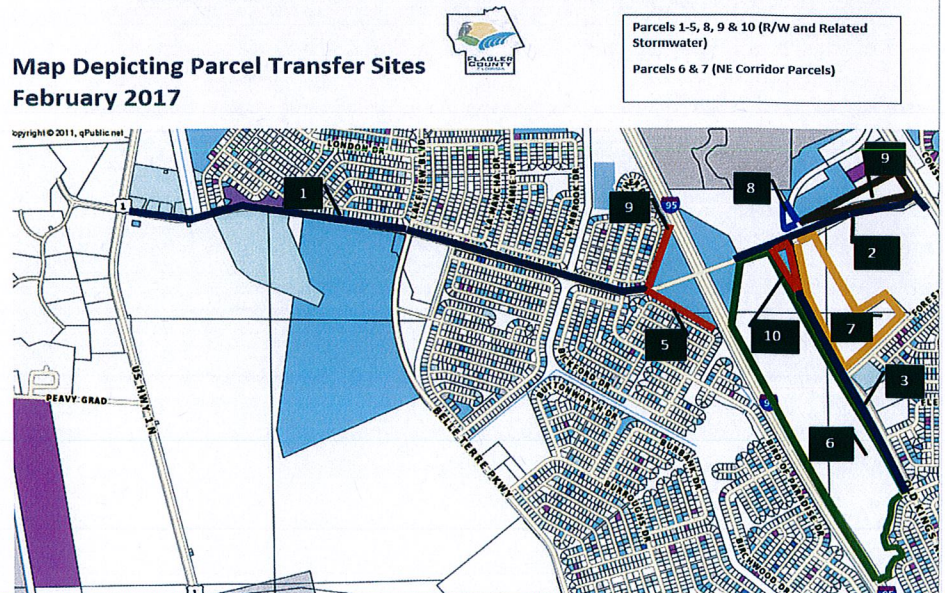
SUBJECT: Consideration of an Agreement for the Assignment of Development Rights, Permits, Licenses and Contracts Between Flagler County and the City of Palm Coast for the Matanzas Woods Parkway and Old Kings Road Extension Project.

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval of an agreement for the assignment of development rights, permits, licenses and contracts for the property related to the Matanzas Woods Parkway and Old Kings Road extension project. The document represents the conclusion of a multi-year, multi-phase project costing over \$10 million, in which the County gained approval for, designed and constructed the interchange on I-95 at Matanzas Woods Parkway and will now transfer ownership of said improvements to the City of Palm Coast. The project and the action requested is all being done in accordance with the Interlocal Agreement with the City of Palm Coast for County Transportation Impact Fees, dated August 9, 2013, and recorded in Official Records Book 1959, Page 25, of the Public Records of Flagler County, Florida. As anticipated by the agreement, the County is conveying to the City of Palm Coast, at no cost, a number of parcels through several County deeds.



The deed transferring ownership of the right of way and related stormwater facilities includes eight (8) designated parcels totaling 95.91 acres. Assignments related to rights, permits, licenses and contracts are associated with the above mentioned right of way and related stormwater facilities. Additionally, the County is also deeding two (2) northeast corridor parcels totaling 197.14 acres.



This agenda request also authorizes the Chair to execute the deeds for the above mentioned properties the County is contributing to City of Palm Coast.

As part to the agreement, the County is reserving its right to construct three (3) future fifty-foot wide driveway connections for road access from land the County is retaining in order to connect the retained lands to the Matanzas Woods Parkway. The County is also ensuring it memorializes as part of this agreement, the City's requirement to permanently waive or provide credits against any current or future stormwater fees or other City assessments for the parcels retained by the County in accordance with the 2013 Interlocal Agreement, Subsection 4 (d).

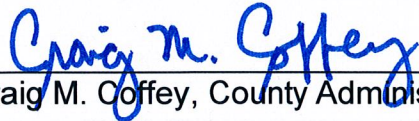
FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Administration, Craig Coffey (386) 313-4001

RECOMMENDATION: Request the Board approve the agreement for the Assignment of Development Rights, Permits, Licenses and Contracts and authorize the Chair to execute the deeds transferring approximately 293 acres to the City of Palm Coast.

ATTACHMENTS:

1. Agreement for the Assignment Including Deeds as Exhibit A and B



Craig M. Coffey, County Administrator

14 MAR 2017

Date

AFTER RECORDING RETURN TO:

Al Hadeed, County Attorney
Flagler County
1769 E. Moody Blvd, Bldg 2
Bunnell, Florida 32110

ASSIGNMENT OF DEVELOPMENT RIGHTS, PERMITS, LICENSES AND CONTRACTS

THIS ASSIGNMENT OF DEVELOPMENT RIGHTS, PERMITS, LICENSES, AND CONTRACTS (the "Assignment") is executed as of this ____ day of _____, 2017 (the "Effective Date"), by and between **FLAGLER COUNTY, FLORIDA** ("Assignor"), a political subdivision of the State of Florida, whose address is 1769 East Moody Boulevard, Building 2, Suite 302, Bunnell, Florida 32110, and the **CITY OF PALM COAST, FLORIDA**, a municipal corporation of the State of Florida, whose address is 160 Lake Avenue, Palm Coast, Florida 32164 ("Assignee").

Background Facts

Pursuant to that certain Interlocal Agreement for County Transportation Impact Fees, dated August 9, 2013, and recorded in Official Records Book 1959, Page 25, of the Public Records of Flagler County, Florida, Assignor has executed two County Deeds of even date herewith (the "Deeds"), attached as **Exhibits "A" and "B"**, conveying to Assignee certain real property located in Flagler County, Florida and more particularly described therein, attached hereto and incorporated herein by reference (the "Properties"). The Deed to the Northeast Corridor Parcels (**Exhibit "B"**) includes certain rights of reverter in favor of Assignor subject to certain terms and conditions which are more specifically set forth in that Deed (collectively, the "Rights of Reverter"). In connection with the conveyance of all the Properties, Assignor desires to assign any and all development rights, obligations, permits, licenses and contracts related to all Properties to the Assignee, subject to Assignor's Rights of Reverter in and to the Northeast Corridor Parcels and the terms and conditions provided herein.

Agreement

In consideration of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Assignor and Assignee hereby agree as follows:

1. **Background Facts.** The Background Facts set forth above are true and correct and are incorporated herein by this reference.
2. **Assignment.** Assignor hereby assigns to Assignee, all Assignor's rights, obligations, title and interest in and to any of the rights, permits, licenses and contracts identified in **Exhibit "C"** and, to the extent they exist, the following additional development rights, permits and contracts which are associated with the Properties, if any, which are not otherwise identified in Exhibit "C", all of which, whether in Exhibit

“C” or listed below, are being assigned without recourse and without representation or warranty of any kind or nature whatsoever, expressed or implied, except as may be expressly provided in this Assignment:

- a. Any and all construction and engineering plans for the Properties.
- b. Any and all rights, obligations, and entitlements pursuant to development orders (as defined in Chapter 380, Florida Statutes) and development agreements governing the Properties.
- c. Any and all rights, obligations, and entitlements generated by St. Johns River Water Management District environmental resource and consumptive use permits for the Properties.
- d. Any and all rights, obligations, and entitlements generated by Florida Department of Environmental Protection permits for the Properties.
- e. Any and all rights, obligations, and entitlements generated by U.S. Army Corps of Engineers permits for the Properties.
- f. Any and all other local, state and federal permits and approvals related to the Properties.
- g. Any and all environmental site assessment reports for the Properties.
- h. Any other permits or approval related to the ownership and use of the Properties.

The above documents, whether in Exhibit “C” or listed above, shall be referred to herein collectively as the “Approvals”.

3. **Reservation of Specific Rights.**

- a. Assignor reserves specific rights from the Approvals as follows: the right of the Assignor to construct three (3) future fifty-foot wide driveway connections for road access from land the Assignor is retaining in order to connect Assignor’s retained lands to the Matanzas Woods Parkway as provided and further described in Exhibit “D”. Further, in the event that Assignor exercises its Rights of Reverter in the Northeast Corridor Parcels which shall be evidenced by the recordation of the Reverter Affidavit as provided for in the Deed (Exhibit “B”), Assignee agrees to transfer any of its rights, obligations, title and interest in and to any of the Approvals which may be requested by Assignor. Within thirty (30) calendar days following the date of Assignor’s written notice, Assignee agrees to execute any applications, transfer forms, deeds, or other legal instruments

which Assignor may reasonably request in order to implement or evidence Assignee's divestment of any interest in one or more Approvals and to transfer such interests to the Assignor (as to the Northeast Corridor Parcels).

- b. In accordance with the 2013 Interlocal Agreement, Subsection 4 (d) provides that the City shall be required to permanently waive or provide credits against any current or future stormwater fees or other City assessments for the parcels retained by the County within the areas shown on Exhibit "2" based on the donations contained therein.

4. **Binding.** This Agreement shall be binding on Assignor and Assignee, and their respective successors and assigns, and the benefits and burdens of the Approvals, shall inure to the benefit and burden of the Assignee, its successors and assigns. After the Effective Date of this Assignment, Assignor shall have no further rights or obligations with respect to the Approvals related to the Properties. Assignee hereby assumes the obligations of the Assignor under the Approvals and agrees to perform and keep all terms and conditions, covenants, agreements, liabilities and obligations to be performed thereunder.

5. **Assurances.** Assignor and Assignee agree to execute such other and further documentation as may be necessary or required by governmental authorities to effectuate, complete or provide notice of the Approvals assigned herein and to otherwise comply with the provisions provided herein.

[SIGNATURES ON FOLLOWING PAGES]

)
)

IN WITNESS WHEREOF, Assignor and Assignee have executed this Assignment in a manner so as to be binding as of the day and year first above written.

ASSIGNOR:

FLAGLER COUNTY

Nate McLaughlin, Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court and
Comptroller

APPROVED AS TO FORM:

Albert J. Hadeed, County Attorney

ASSIGNEE:

CITY OF PALM COAST, FLORIDA

By: Milissa Holland, Mayor

ATTEST:

Virginia A. Smith, City Clerk

APPROVED AS TO FORM:

William E. Reischmann, Jr. City Attorney

EXHIBIT "A"
(County Deed - Right of Way and Related Stormwater Facilities.)

AFTER RECORDING RETURN TO:

Al Hadeed, Attorney Flagler County
1969 E. Moody Blvd, Bldg 2
Bunnell, Florida 32110

COUNTY DEED
(Right of Way and Related Stormwater Facilities)

THIS COUNTY DEED, made this _____ day of, 2017, between **FLAGLER COUNTY, FLORIDA**, a political subdivision organized and existing under the laws of the State of Florida, whose address is 1769 E. Moody Boulevard, Building 2, Bunnell, Florida 32110 ("**Grantor**"), and **CITY OF PALM COAST**, a municipal corporation organized and existing under the laws of the State of Florida, whose address is 160 Lake Avenue, Palm Coast, Florida 32164 ("**Grantee**").

WITNESSETH:

That Grantor, for and in consideration of the sum of Ten and NO/100 Dollars, to it in hand paid by Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to Grantee, its successors and assigns forever, the following described land, situate, lying and being in the County of Flagler, State of Florida, to wit:

See Composite Exhibit "A" attached hereto and by this reference made a part hereof (collectively, the "Property").

THIS CONVEYANCE IS SUBJECT TO: any existing easements and other matters of record; the rights of Grantor to utilize any portion of the Property as Grantor may deem necessary for the provision of communication devices, public and private, or for use by the 800 MHZ system, or successor system; any rights granted by Grantor to the Flagler County School Board; and, that certain Interlocal Agreement, dated August 9, 2013, recorded in Official Records Book 1959, Page 25, of the Public Records of Flagler County, Florida (the "Interlocal Agreement"), the terms, conditions, and provisions of which are hereby incorporated herein and made a part hereof by this reference.

THIS CONVEYANCE IS FURTHER SUBJECT TO THE FOLLOWING CLAUSES:

- (1) The conveyance made by Grantor is subject to the restriction that Grantee, its successors and assigns, will use the property solely for public purposes to specifically include transportation and recreation and consistent with the Interlocal Agreement (hereafter collectively referred to as the "Restriction") which provides that Grantee shall not sell or transfer any portion of the Property to a third party without the prior written consent of Grantor. To "sell or transfer" shall include a sale, exchange, lease, license, encumbrance, easement or gift. Any net proceeds of any approved sale or transfer shall be paid to Grantor.

(2) Grantor may, in its sole discretion, waive any or all of the conditions contained herein or in the Interlocal Agreement. Such waiver by Grantor, to be effective, shall be evidenced by the preparation and recordation of an affidavit executed by the County Administrator (the "Waiver Affidavit"). The recordation of the Waiver Affidavit by Grantor shall be conclusive evidence upon which any party may rely that the condition(s) set forth herein have been waived.

TO HAVE AND TO HOLD, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit and behoove of the said second party forever.

IN WITNESS WHEREOF, the first party has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in the presence of

GRANTOR:

FLAGLER COUNTY, FLORIDA, a political subdivision organized and existing under the laws of the State of Florida

By: _____
Nate McLaughlin, Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court and Comptroller

Approved as to form by:

Al Hadeed, County Attorney

SCHEDULE "A"

DESCRIPTION:


A portion of Matanzas Woods Parkway, lying West of Interstate 95 and East of US Route 1, Sections 26, 27, and 28, Township 10 South, Range 30 East, Flagler County Florida, being more particularly described as follows:

Commence at the Easterlymost corner of Reserved Parcel P-7, Belle Terre - Section 35 Palm Coast Park at Palm Coast, according to the plat thereof, as recorded in Map Book 11, Pages 2 through 26, of the Public Records of Flagler County, Florida, said point also lying on the Westerly limited access right of way line of Interstate 95, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 60°34'26" West, a distance of 104.68 feet along said Westerly limited access right of way line to the Southerly right of way line of Matanzas Woods Parkway (formerly known as Norman Young Parkway) per said Right of Way Map Section 73001 and the POINT OF BEGINNING; said point lying on a non-tangent curve concave Northerly, having a radius of 1200.00 feet, a central angle of 34°43'10" and a chord bearing of South 88°57'22" West; thence from a tangent bearing of South 71°35'47" West, Westerly 727.17 feet along the arc of said curve to a point on said curve; thence continue along said Southerly right of way line North 73°40'22" West, a distance of 1325.02 feet to the West line of the Southwest Quarter of Section 26, Township 10 South, Range 30 East; thence departing said Southerly right of way line per said Right of Way Map Section 73001, North 73°41'10" West, a distance of 2883.02 feet along the Southerly right of way line of Matanzas Woods Parkway (formerly known as Norman Young Parkway) per said plat of Belle Terre - Section 35 and per Ashwood Grove - Section 36 Palm Coast Park at Palm Coast, according to the plat thereof, as recorded in Map Book 12, Pages 1 through 53, of the Public Records of Flagler County, Florida, to a point of curvature of a curve concave Southerly, having a radius of 1876.00 feet and a central angle of 07°43'01"; thence continue along said Southerly right of way line per said Ashwood Grove - Section 36, the following 6 courses and distances, Westerly along the arc of said curve a distance of 252.67 feet to a point of tangency; thence North 81°24'11" West, a distance of 2390.49 feet to a point of curvature of a curve concave Southerly, having a radius of 1875.00 feet and a central angle of 22°41'18"; thence Westerly along the arc of said curve a distance of 742.47 feet to a point of tangency; thence South 75°54'31" West, a distance of 569.81 feet to a point of curvature of a curve concave Northerly, having a radius of 1124.00 feet and a central angle of 24°05'00"; thence Westerly along the arc of said curve a distance of 472.45 feet to a point of tangency; thence North 80°00'29" West, a distance of 896.08 feet to the Easterly right of way line of US Route 1 (State Road 5) per Florida Department of Transportation Right of Way Map Section 7301-(105) 275; thence North 09°59'31" East, a distance of 124.00 feet along said Easterly right of way line to the Northerly right of way line of Matanzas Woods Parkway (formerly known as Norman Young Parkway) per said Ashwood Grove - Section 36; thence along said Northerly right of way line, the following six (6) courses and distances, South 80°00'29" East, a distance of 896.08 feet to a point of curvature of a curve concave Northerly, having a radius of

(continued on Sheet 2)

SURVEYOR'S REPORT:

- Bearings shown hereon are based on the Westerly limited access right of way line of Interstate 95 being North 60°34'26" West, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
- I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|------------------|---|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: July 12, 2016 | | Certification Number LB2108 56602001 |
| | Job Number: 56602 | Scale: 1" = 300' | |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. REVISED 08-04-2016 EC | |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | SHEET 1 OF 7 SEE SHEETS 3-7 FOR SKETCH | | |

DESCRIPTION (continued)

(continued from Sheet 1)

1000.00 feet and a central angle of 24°05'00"; thence Easterly along the arc of said curve a distance of 420.34 feet to a point of tangency; thence North 75°54'31" East, a distance of 569.81 feet to a point of curvature of a curve concave Southerly, having a radius of 1999.00 feet and a central angle of 22°41'18"; thence Easterly along the arc of said curve a distance of 791.58 feet to a point of tangency; thence South 81°24'11" East, a distance of 2390.49 feet to a point of curvature of a curve concave Southerly, having a radius of 2000.00 feet and a central angle of 07°43'01"; thence Easterly along the arc of said curve a distance of 269.37 feet to a point of tangency; thence continue along said Northerly right of way line per said Ashwood Grove – Section 36 and per said Belle Terre – Section 35, South 73°41'10" East, a distance of 2845.51 feet to the aforementioned West line of the Southwest Quarter of Section 26, Township 10 South, Range 30 East; thence departing said Northerly right of way line per said Belle Terre – Section 35, South 73°40'22" East, a distance of 1362.57 feet along the Northerly right of way line of Matanzas Woods Parkway (formerly known as Norman Young Parkway) per said Right of Way Map Section 73001, to a point on a non-tangent curve concave Northerly, having a radius of 1076.00 feet, a central angle of 37°33'37" and a chord bearing of North 87°32'04" East; thence from a tangent bearing of South 73°41'07" East, continue along said Northerly right of way line, Easterly 705.37 feet along the arc of said curve to the Westerly right of way line of Interstate 95, per said Right of Way Map Section 73001; thence South 04°39'20" West, a distance of 136.21 feet along said Westerly right of way line to the POINT OF BEGINNING.

Containing 29.19 acres, more or less.



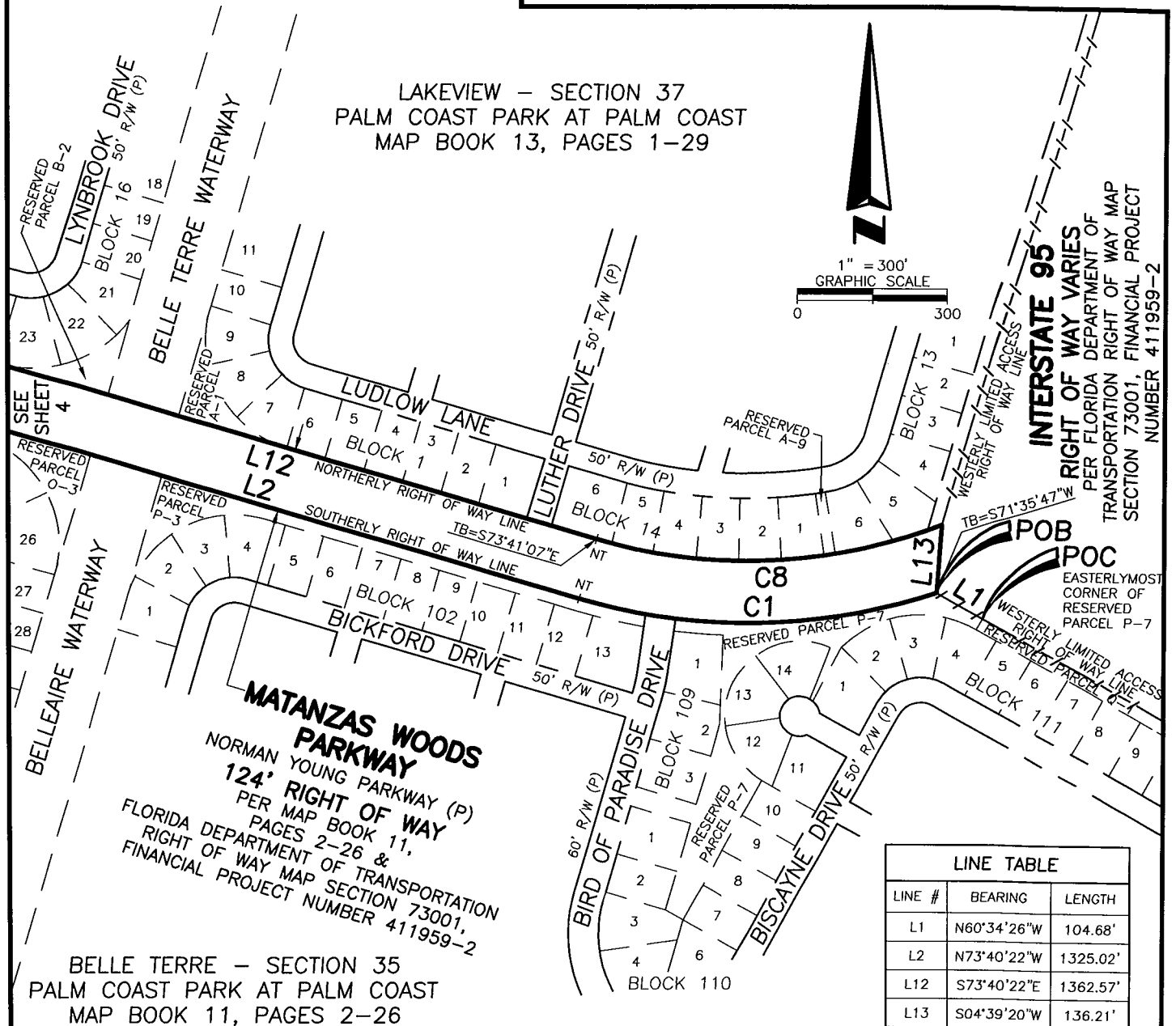
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Job No. 56602
Date: JULY 12, 2016
SHEET 2 OF 7
See Sheets 3-7 for sketch

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 7 e-mail: info@southeasternsurveying.com

SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810-4350
(407) 292-8580
Certification Number LB2108

SKETCH OF DESCRIPTION

LAKEVIEW - SECTION 37
 PALM COAST PARK AT PALM COAST
 MAP BOOK 13, PAGES 1-29



INTERSTATE 95
 RIGHT OF WAY VARIES
 PER FLORIDA DEPARTMENT OF
 TRANSPORTATION RIGHT OF WAY MAP
 SECTION 73001, FINANCIAL PROJECT
 NUMBER 411959-2

MATANZAS WOODS PARKWAY
 NORMAN YOUNG PARKWAY (P)
124' RIGHT OF WAY
 PER MAP BOOK 11,
 PAGES 2-26 &
 FLORIDA DEPARTMENT OF TRANSPORTATION
 RIGHT OF WAY MAP SECTION 73001,
 FINANCIAL PROJECT NUMBER 411959-2

BELLE TERRE - SECTION 35
 PALM COAST PARK AT PALM COAST
 MAP BOOK 11, PAGES 2-26

| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L1 | N60°34'26"W | 104.68' |
| L2 | N73°40'22"W | 1325.02' |
| L12 | S73°40'22"E | 1362.57' |
| L13 | S04°39'20"W | 136.21' |

ABBREVIATIONS:

- NT = NON-TANGENT
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING
- (P) = PLAT
- POB = POINT OF BEGINNING
- POC = POINT OF COMMENCEMENT
- R/W = RIGHT OF WAY
- US = UNITED STATES

| CURVE TABLE | | | | | |
|-------------|----------|-----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C1 | 1200.00' | 34°43'10" | 727.17' | S88°57'22"W | 716.09' |
| C8 | 1076.00' | 37°33'37" | 705.37' | N87°32'04"E | 692.81' |



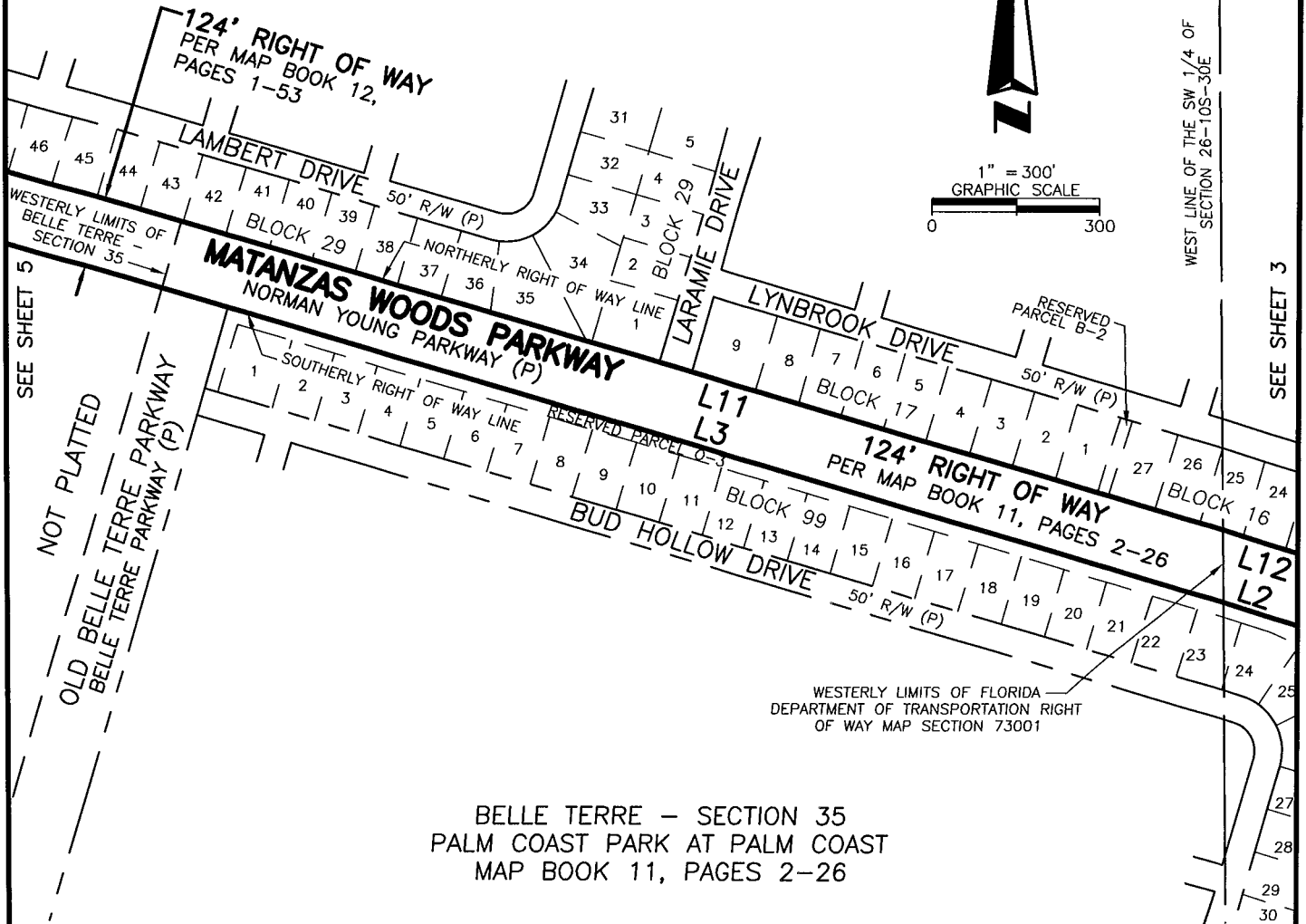
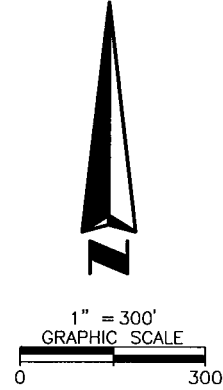
SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
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 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108
 e-mail: info@southeasternsurveying.com

Drawing No. 56602001
 Job No. 56602
 Date: JULY 12, 2016
 SHEET 3 OF 7
 See Sheet 1 for Description

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SKETCH OF DESCRIPTION

LAKEVIEW – SECTION 37
 PALM COAST PARK AT PALM COAST
 MAP BOOK 13, PAGES 1–29



BELLE TERRE – SECTION 35
 PALM COAST PARK AT PALM COAST
 MAP BOOK 11, PAGES 2–26

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- US = UNITED STATES

| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L2 | N73°40'22"W | 1325.02' |
| L3 | N73°41'10"W | 2883.02' |
| L11 | S73°41'10"E | 2845.51' |
| L12 | S73°40'22"E | 1362.57' |



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 (407) 292-8580
 Certification Number LB2108

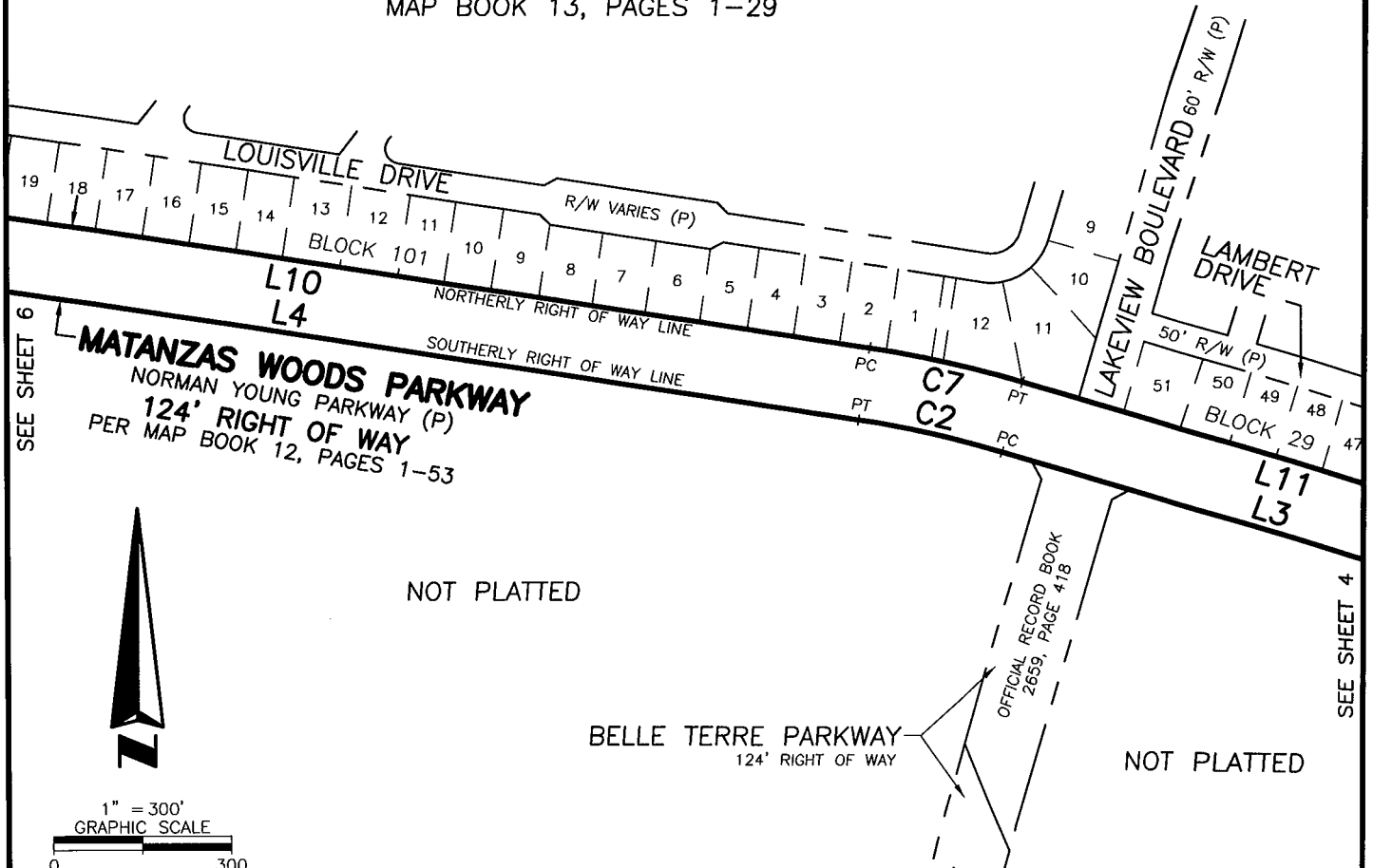
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 Job No. 56602
 Date: JULY 12, 2016
 SHEET 4 OF 7
 See Sheet 1 for Description

REVISED 08-04-2016 EC
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 NOT VALID WITHOUT SHEET 1 THROUGH 7

e-mail: info@southeasternsurveying.com

SKETCH OF DESCRIPTION

LAKEVIEW - SECTION 37
 PALM COAST PARK AT PALM COAST
 MAP BOOK 13, PAGES 1-29



NOT PLATTED

BELLE TERRE PARKWAY
 124' RIGHT OF WAY

NOT PLATTED

| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L3 | N73°41'10"W | 2883.02' |
| L4 | N81°24'11"W | 2390.49' |
| L10 | S81°24'11"E | 2390.49' |
| L11 | S73°41'10"E | 2845.51' |

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- POC = POINT OF COMMENCEMENT
- R/W = RIGHT OF WAY
- US = UNITED STATES

| CURVE TABLE | | | | | |
|-------------|----------|----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C2 | 1876.00' | 7°43'01" | 252.67' | N77°32'40"W | 252.48' |
| C7 | 2000.00' | 7°43'01" | 269.37' | S77°32'40"E | 269.17' |

Drawing No. 56602001
 Job No. 56602
 Date: JULY 12, 2016
 SHEET 5 OF 7
 See Sheet 1 for Description

REVISED 08-04-2016 EC
 THIS IS NOT A SURVEY.

NOT VALID WITHOUT SHEET 1 THROUGH 7

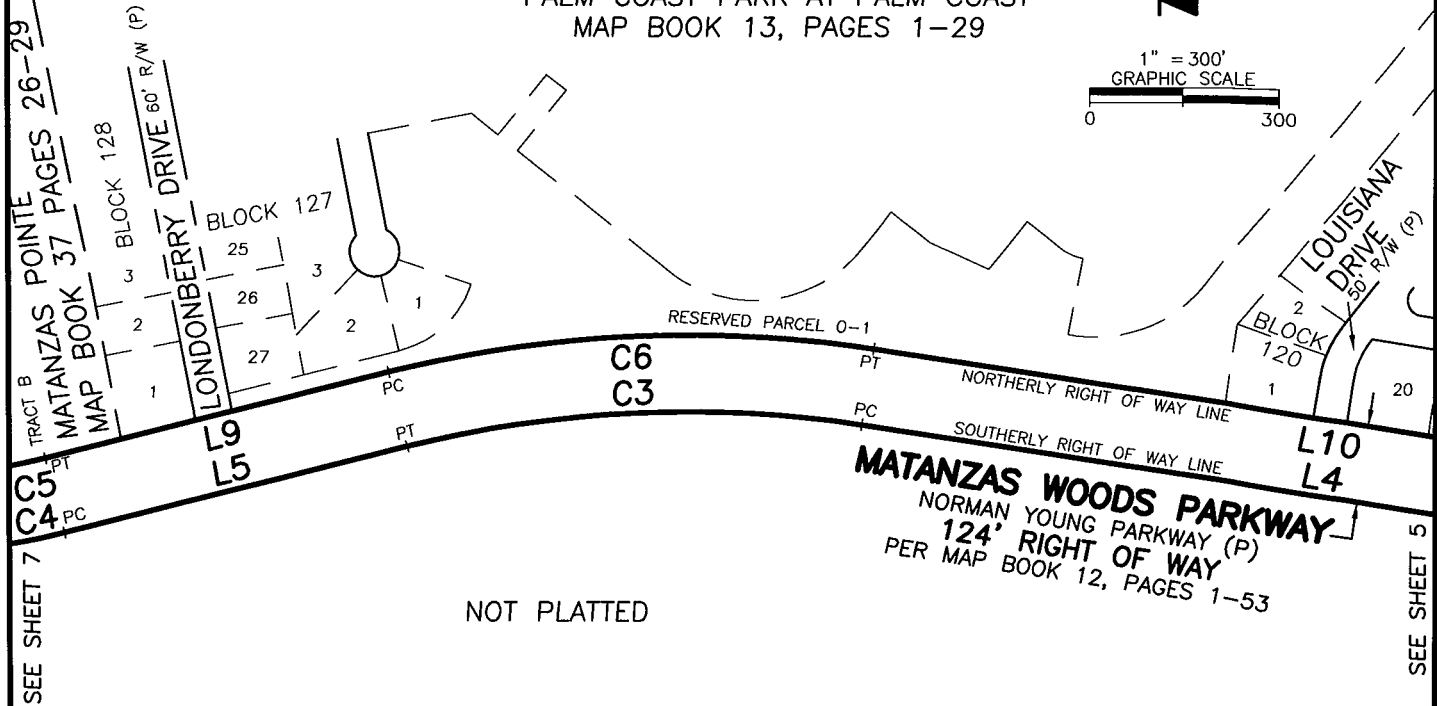
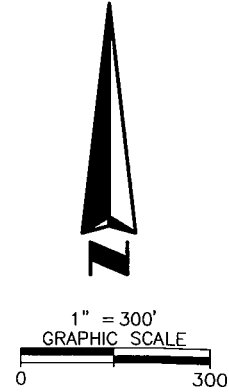


**SOUTHEASTERN SURVEYING
 AND MAPPING CORPORATION**
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108

e-mail: info@southeasternsurveying.com

SKETCH OF DESCRIPTION

LAKEVIEW - SECTION 37
 PALM COAST PARK AT PALM COAST
 MAP BOOK 13, PAGES 1-29



MATANZAS WOODS PARKWAY
 NORMAN YOUNG PARKWAY (P)
 124' RIGHT OF WAY
 PER MAP BOOK 12, PAGES 1-53

LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|----------|
| L4 | N81°24'11"W | 2390.49' |
| L5 | S75°54'31"W | 569.81' |
| L9 | N75°54'31"E | 569.81' |
| L10 | S81°24'11"E | 2390.49' |

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- (P) = PLAT
- POB = POINT OF BEGINNING
- POC = POINT OF COMMENCEMENT
- R/W = RIGHT OF WAY
- US = UNITED STATES

CURVE TABLE

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|----------|-----------|---------|---------------|----------------|
| C3 | 1875.00' | 22°41'18" | 742.47' | S87°15'10"W | 737.63' |
| C4 | 1124.00' | 24°05'00" | 472.45' | S87°57'01"W | 468.98' |
| C5 | 1000.00' | 24°05'00" | 420.34' | N87°57'01"E | 417.25' |
| C6 | 1999.00' | 22°41'18" | 791.58' | N87°15'10"E | 786.41' |

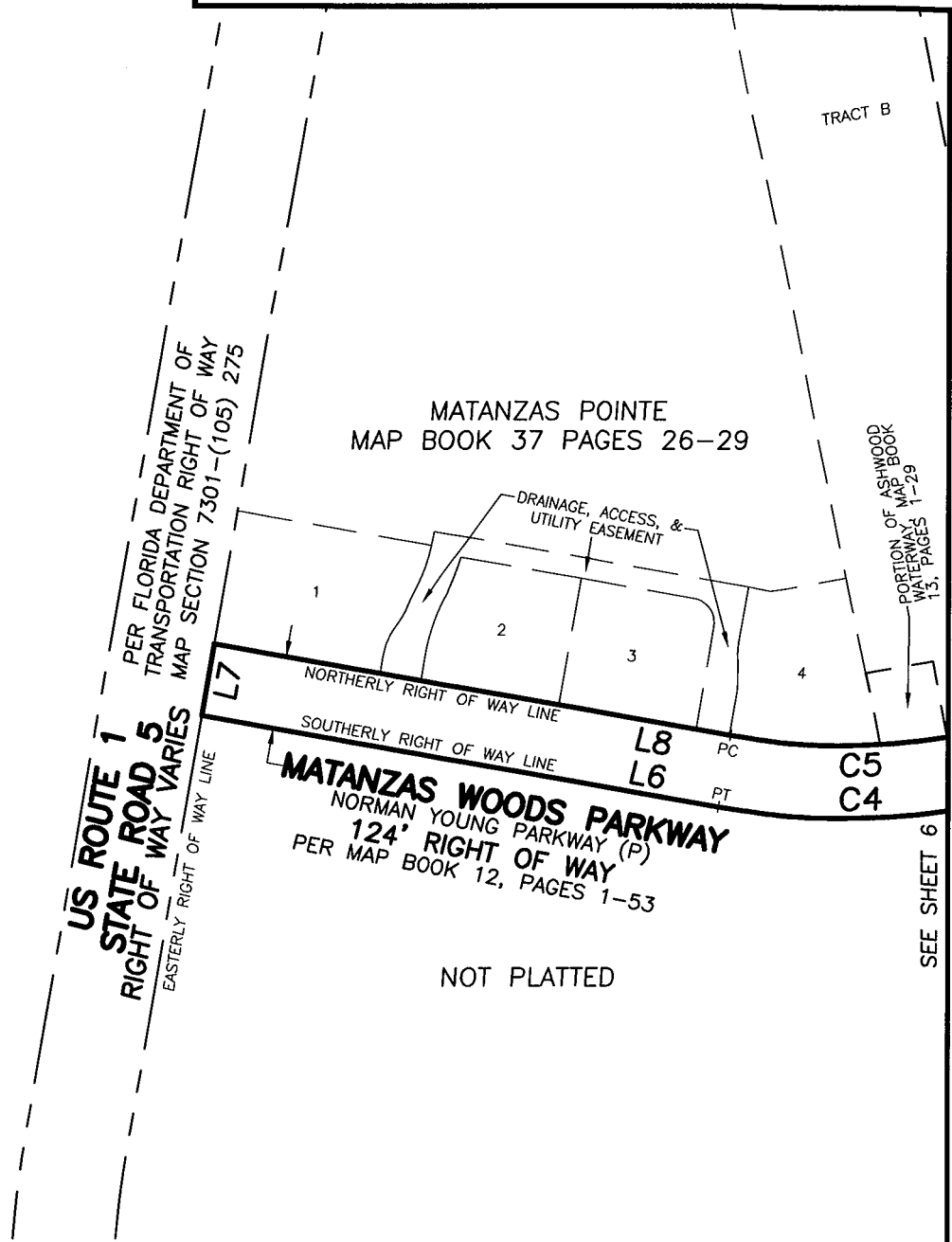
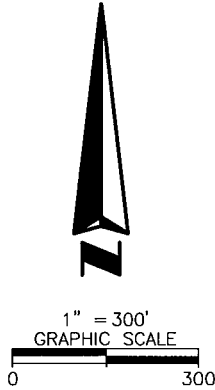


SOUTHEASTERN SURVEYING
 AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108

Drawing No. 56602001
 Job No. 56602
 Date: JULY 12, 2016
 SHEET 6 OF 7
 See Sheet 1 for Description

REVISED 08-04-2016 EC
 THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 7 e-mail: info@southeasternsurveying.com

SKETCH OF DESCRIPTION



LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|---------|
| L6 | N80°00'29"W | 896.08' |
| L7 | N09°59'31"E | 124.00' |
| L8 | S80°00'29"E | 896.08' |

ABBREVIATIONS:

- NT = NON-TANGENT
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING
- (P) = PLAT
- POB = POINT OF BEGINNING
- POC = POINT OF COMMENCEMENT
- R/W = RIGHT OF WAY
- US = UNITED STATES

CURVE TABLE

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|----------|-----------|---------|---------------|----------------|
| C4 | 1124.00' | 24°05'00" | 472.45' | S87°57'01"W | 468.98' |
| C5 | 1000.00' | 24°05'00" | 420.34' | N87°57'01"E | 417.25' |



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Drawing No. 56602001
Job No. 56602
Date: JULY 12, 2016
SHEET 7 OF 7
See Sheet 1 for Description

REVISED 08-04-2016 EC
THIS IS NOT A SURVEY.
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SCHEDULE "A"

DESCRIPTION:


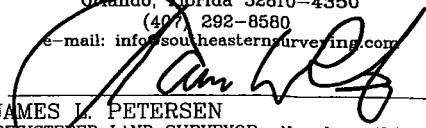
A portion of Matanzas Woods Parkway, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2, and a portion of Old Kings Road, per Official Record Book 640, Page 899, of the Public Records of Flagler County, Florida, being more particularly described as follows:

BEGIN at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 19°57'04" West, a distance of 216.00 feet along said Easterly right of way line of Interstate 95 to the Northerly right of way line of said Matanzas Woods Parkway; thence along said Northerly right of way line, the following seven (7) courses and distances, North 70°02'56" East, a distance of 986.76 feet to a point of curvature of a curve concave Northwesterly, having a radius of 1899.89 feet and a central angle of 11°40'48"; thence Northeasterly along the arc of said curve a distance of 387.30 feet to a point of tangency; thence North 58°22'08" East, a distance of 745.05 feet to a point of curvature of a curve concave Southerly, having a radius of 800.00 feet and a central angle of 29°01'15"; thence Easterly along the arc of said curve a distance of 405.21 feet to a point of tangency; thence North 87°23'23" East, a distance of 466.80 feet to a point of curvature of a curve concave Northerly, having a radius of 700.00 feet and a central angle of 29°01'15"; thence Easterly along the arc of said curve a distance of 354.56 feet to a point of tangency; thence North 58°22'08" East, a distance of 128.62 feet to the Westerly right of way line of Old Kings Road, per Official Record Book 640, Page 899, of the Public Records of Flagler County, Florida; thence North 31°37'53" West, a distance of 5.44 feet along said Westerly right of way line; thence departing said Westerly right of way line, North 58°22'07" East, a distance of 200.00 feet to the Easterly right of way line of said Old Kings Road; thence South 31°37'53" East, a distance of 528.85 feet along said Easterly right of way line; thence departing said Easterly right of way line, South 58°22'07" West, a distance of 200.00 feet to the Westerly right of way line of said Old Kings Road, also being the Easterly line of those lands described in Official Record Book 625, Page 1690, of the Public Records of Flagler County, Florida; thence North 31°37'53" West, a distance of 323.41 feet, along said Westerly right of way line and along said Easterly line, to the Southerly right of way line of aforementioned Matanzas Woods Parkway, also being the Northerly line of said lands described in Official Record Book 625, Page 1690; thence along said Southerly right of way line and said Northerly line the following three (3) courses and distances, South 59°42'58" West, a distance of 403.46 feet; thence South 87°23'21" West, a distance of 802.51 feet; thence South 58°22'08" West, a distance of 904.45 feet to a point of curvature of a curve concave Northwesterly, having a radius of 2115.89 feet and a central angle of 11°40'48"; thence continue along said Southerly right of way line the following two (2) courses and distances, Southwesterly along the arc of said curve a distance of 431.33 feet to a point of tangency; thence South 70°02'56" West, a distance of 986.76 feet to the POINT OF BEGINNING.

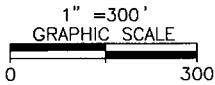
Containing 19.57 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the Easterly right of way line of Interstate 95 being North 19°57'04" West, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | | |
|---|---|---------------------|--|----------|
| Description | Date: August 3, 2016 | EC | Certification Number LB2108 | 56602004 |
| FOR Flagler County, Florida City of Palm Coast, Florida | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com | |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. REVISED 09-26-2016 EC REVISED 08-05-2016 EC | | | |
| | SHEET 1 OF 3 SEE SHEETS 2-3 FOR SKETCH | | | |
| | | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 | |

SKETCH OF DESCRIPTION



NOT PLATTED

THOSE LANDS DESCRIBED
IN OFFICIAL RECORD
BOOK 2065, PAGE 1749

PARCEL "F"
OFFICIAL RECORD BOOK
1463, PAGE 473

NOT PLATTED

ABBREVIATIONS:

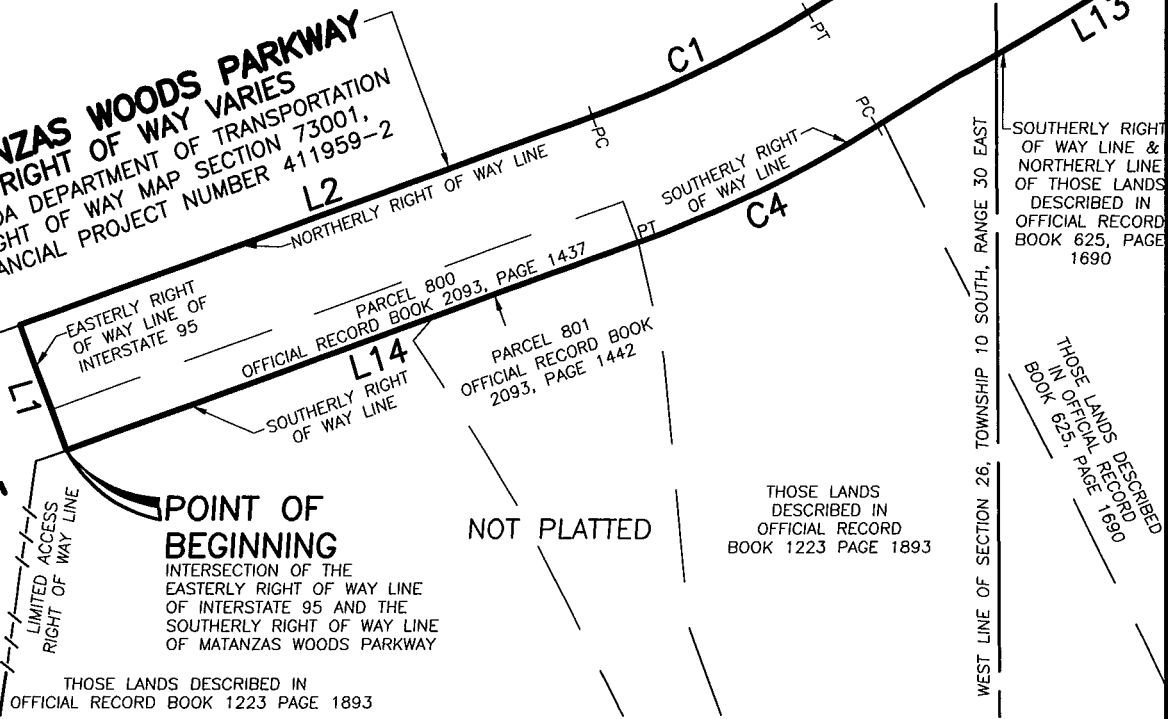
- NT = NON-TANGENT
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 1223 PAGE 1893

NOT PLATTED

MATANZAS WOODS PARKWAY
RIGHT OF WAY VARIES
FLORIDA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY MAP SECTION 73001,
FINANCIAL PROJECT NUMBER 411959-2

INTERSTATE 95
RIGHT OF WAY VARIES
PER FLORIDA DEPARTMENT OF
TRANSPORTATION
SECTION 73001, FINANCIAL PROJECT
NUMBER 411959-2



POINT OF BEGINNING
INTERSECTION OF THE
EASTERLY RIGHT OF WAY LINE
OF INTERSTATE 95 AND THE
SOUTHERLY RIGHT OF WAY LINE
OF MATANZAS WOODS PARKWAY

THOSE LANDS DESCRIBED IN
OFFICIAL RECORD BOOK 1223 PAGE 1893

THOSE LANDS
DESCRIBED IN
OFFICIAL RECORD
BOOK 1223 PAGE 1893

SOUTHERLY RIGHT
OF WAY LINE &
NORTHERLY LINE
OF THOSE LANDS
DESCRIBED IN
OFFICIAL RECORD
BOOK 625, PAGE
1690

THOSE LANDS DESCRIBED
IN OFFICIAL RECORD
BOOK 625, PAGE 1690

WEST LINE OF SECTION 26, TOWNSHIP 10 SOUTH, RANGE 30 EAST

SEE SHEET 3

CURVE TABLE

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|----------|-----------|---------|---------------|----------------|
| C1 | 1899.89' | 11°40'48" | 387.30' | N64°12'32"E | 386.63' |
| C4 | 2115.89' | 11°40'48" | 431.33' | S64°12'32"W | 430.58' |

LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|---------|
| L1 | N19°57'04"W | 216.00' |
| L2 | N70°02'56"E | 986.76' |
| L3 | N58°22'08"E | 745.05' |
| L13 | S58°22'08"W | 904.45' |
| L14 | S70°02'56"W | 986.76' |



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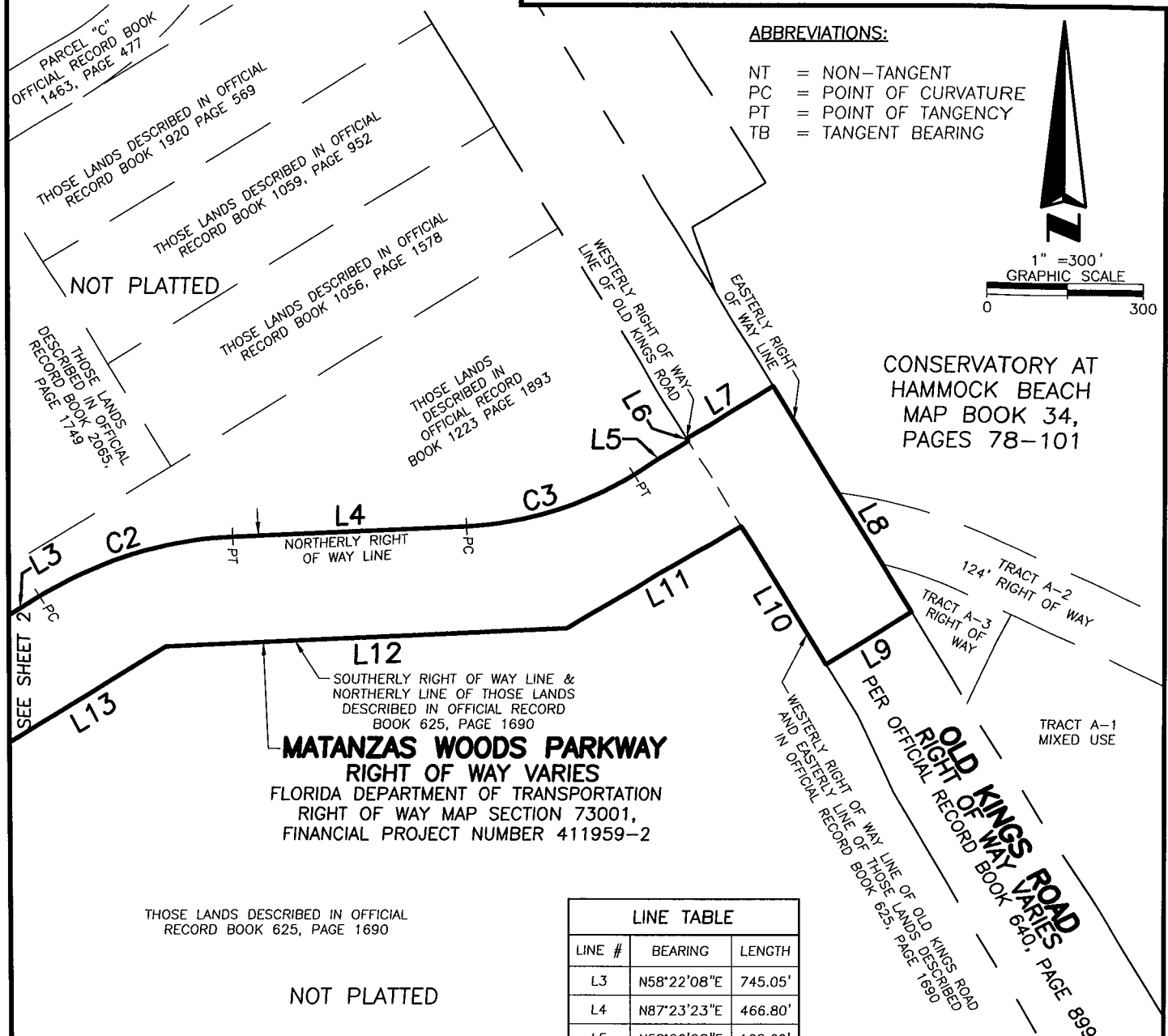
Certification Number LB2108

e-mail: info@southeasternsurveying.com

REVISED 09-26-2016 EC
REVISED 08-05-2016 EC
Drawing No. 56602004
Job No. 56602
Date: AUGUST 3, 2016
SHEET 2 OF 3
See Sheet 1 for Description

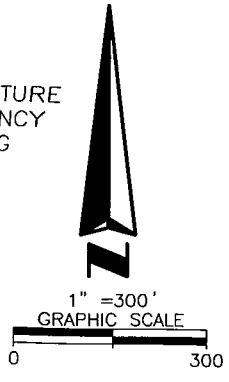
THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 3

SKETCH OF DESCRIPTION



ABBREVIATIONS:

- NT = NON-TANGENT
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING



CONSERVATORY AT
HAMMOCK BEACH
MAP BOOK 34,
PAGES 78-101

MATANZAS WOODS PARKWAY
RIGHT OF WAY VARIES
FLORIDA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY MAP SECTION 73001,
FINANCIAL PROJECT NUMBER 411959-2

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 625, PAGE 1690

NOT PLATTED

| CURVE TABLE | | | | | |
|-------------|---------|-----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C2 | 800.00' | 29°01'15" | 405.21' | N72°52'46"E | 400.89' |
| C3 | 700.00' | 29°01'15" | 354.56' | N72°52'46"E | 350.78' |

| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L3 | N58°22'08"E | 745.05' |
| L4 | N87°23'23"E | 466.80' |
| L5 | N58°22'08"E | 128.62' |
| L6 | N31°37'53"W | 5.44' |
| L7 | N58°22'07"E | 200.00' |
| L8 | S31°37'53"E | 528.85' |
| L9 | S58°22'07"W | 200.00' |
| L10 | N31°37'53"W | 323.41' |
| L11 | S59°42'58"W | 403.46' |
| L12 | S87°23'21"W | 802.51' |
| L13 | S58°22'08"W | 904.45' |



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Certification Number LB2108

REVISED 09-26-2016 EC
REVISED 08-05-2016 EC
Drawing No. 56602004
Job No. 56602
Date: AUGUST 3, 2016
SHEET 3 OF 3
See Sheet 1 for Description

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 3 e-mail: info@southeasternsurveying.com

SCHEDULE "A"

DESCRIPTION:


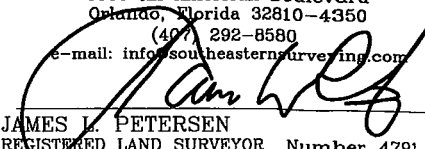
A portion of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida, lying in Sections 26, 35, and 36, Township 10 South, Range 30 East, Flagler County, Florida, being more particularly described as follows:

Commence at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 70°02'56" East, a distance of 986.76 feet along said Southerly right of way line to the POINT OF BEGINNING; said point also being a point of curvature of a curve concave Northwesterly, having a radius of 2115.89 feet and a central angle of 05°52'42"; thence continuing along said Southerly right of way line, Northeasterly along the arc of said curve a distance of 217.08 feet; thence departing said Southerly right of way line, South 21°43'20" West, a distance of 141.82 feet; thence South 13°14'43" East, a distance of 15.22 feet; thence South 12°14'38" East, a distance of 15.22 feet; thence South 11°14'38" East, a distance of 15.22 feet; thence South 10°14'38" East, a distance of 15.22 feet; thence South 09°14'38" East, a distance of 15.22 feet; thence South 08°14'38" East, a distance of 15.22 feet; thence South 07°14'38" East, a distance of 15.22 feet; thence South 06°14'38" East, a distance of 15.22 feet; thence South 05°28'44" East, a distance of 8.07 feet; thence South 05°12'49" East, a distance of 326.15 feet; thence South 10°12'49" East, a distance of 126.90 feet; thence South 17°27'37" East, a distance of 57.08 feet; thence South 19°42'25" East, a distance of 356.06 feet; thence South 20°12'29" East, a distance of 12.71 feet; thence South 21°12'25" East, a distance of 12.71 feet; thence South 22°12'25" East, a distance of 12.71 feet; thence South 23°12'25" East, a distance of 12.71 feet; thence South 24°12'25" East, a distance of 12.71 feet; thence South 25°10'04" East, a distance of 11.71 feet; thence South 25°37'57" East, a distance of 1429.28 feet to a line parallel with and 40.00 feet North of the Northerly line of Florida Park - Section 10 Palm Coast, according to the plat thereof, as recorded in Map Book 6, Pages 43 through 53, of the Public Records of Flagler County, Florida; thence North 44°31'25" East, a distance of 1510.98 feet along said parallel line to the Westerly line of those lands described in Official Record Book 625, Page 1690, of the Public Records of Flagler County, Florida; thence South 45°28'35" East, a distance of 40.00 feet along said Westerly line to the Northerly line of aforementioned Florida Park - Section 10 Palm Coast; thence South 44°31'25" West, a distance of 1724.89 feet along said Northerly line to the Westerly line of said Florida Park - Section 10 Palm Coast;

(continued on Sheet 2)

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the Southerly Right of way line of Matanzas Woods Parkway, being North 70°02'56" East, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|---|---|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: September 28, 2016 EC | | Certification Number LB2108 56602007 |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. REVISED 10-04-2016 EC | | |
| | SHEET 1 OF 6 SEE SHEETS 3-6 FOR SKETCH | | |
| | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 | |

DESCRIPTION (continued)

(continued from Sheet 1)

thence along said Westerly line the following four (4) courses and distances, South 45°28'35" East, a distance of 60.00 feet to a point of curvature of a curve concave Southwesterly, having a radius of 1612.40 feet and a central angle of 19°50'53"; thence Southeasterly along the arc of said curve a distance of 558.56 feet to a point of tangency; thence South 25°37'42" East, a distance of 1923.35 feet; thence South 64°22'18" West, a distance of 40.00 feet to a line parallel with and 40.00 feet West of said Westerly line of Florida Park – Section 10 Palm Coast; thence along said parallel line the following three (3) courses and distances, North 25°37'42" West, a distance of 1923.35 feet to a point of curvature of a curve concave Southwesterly, having a radius of 1572.40 feet and a central angle of 19°50'53"; thence Northwesterly along the arc of said curve a distance of 544.70 feet to a point of tangency; thence North 45°28'35" West, a distance of 100.00 feet; thence departing said parallel line, North 73°32'05" West, a distance of 28.29 feet; thence North 85°58'52" West, a distance of 55.89 feet; thence North 74°24'13" West, a distance of 108.73 feet to a point of curvature of a curve concave Northeasterly, having a radius of 806.00 feet and a central angle of 36°07'23"; thence Northwesterly along the arc of said curve a distance of 508.16 feet to a point of tangency; thence North 38°16'50" West, a distance of 214.84 feet; thence North 25°18'31" West, a distance of 261.43 feet; thence North 28°21'35" West, a distance of 180.04 feet; thence North 15°02'22" East, a distance of 87.09 feet; thence North 56°27'43" East, a distance of 25.19 feet; thence North 28°38'58" West, a distance of 152.66 feet; thence North 61°54'54" East, a distance of 28.62 feet; thence North 26°35'06" West, a distance of 90.29 feet; thence North 06°51'07" East, a distance of 51.71 feet; thence North 37°06'30" East, a distance of 367.49 feet; thence North 05°55'53" East, a distance of 26.01 feet to the Southerly line of Parcel 801, as described in Official Record Book 2093, Page 1442, of the Public Records of Flagler County, Florida; thence North 70°17'53" East, a distance of 120.00 feet along said Southerly line to the Easterly line of said Parcel 801; thence along said Easterly line, the following three (3) courses and distances, North 19°42'05" West, a distance of 334.50 feet; thence North 05°14'55" West, a distance of 435.10 feet; thence North 11°57'33" West, a distance of 191.22 feet to the POINT OF BEGINNING.

Containing 29.97 acres, more or less.

LEGEND & ABBREVIATIONS:

NT = NON-TANGENT
PC = POINT OF CURVATURE
PT = POINT OF TANGENCY
TB = TANGENT BEARING



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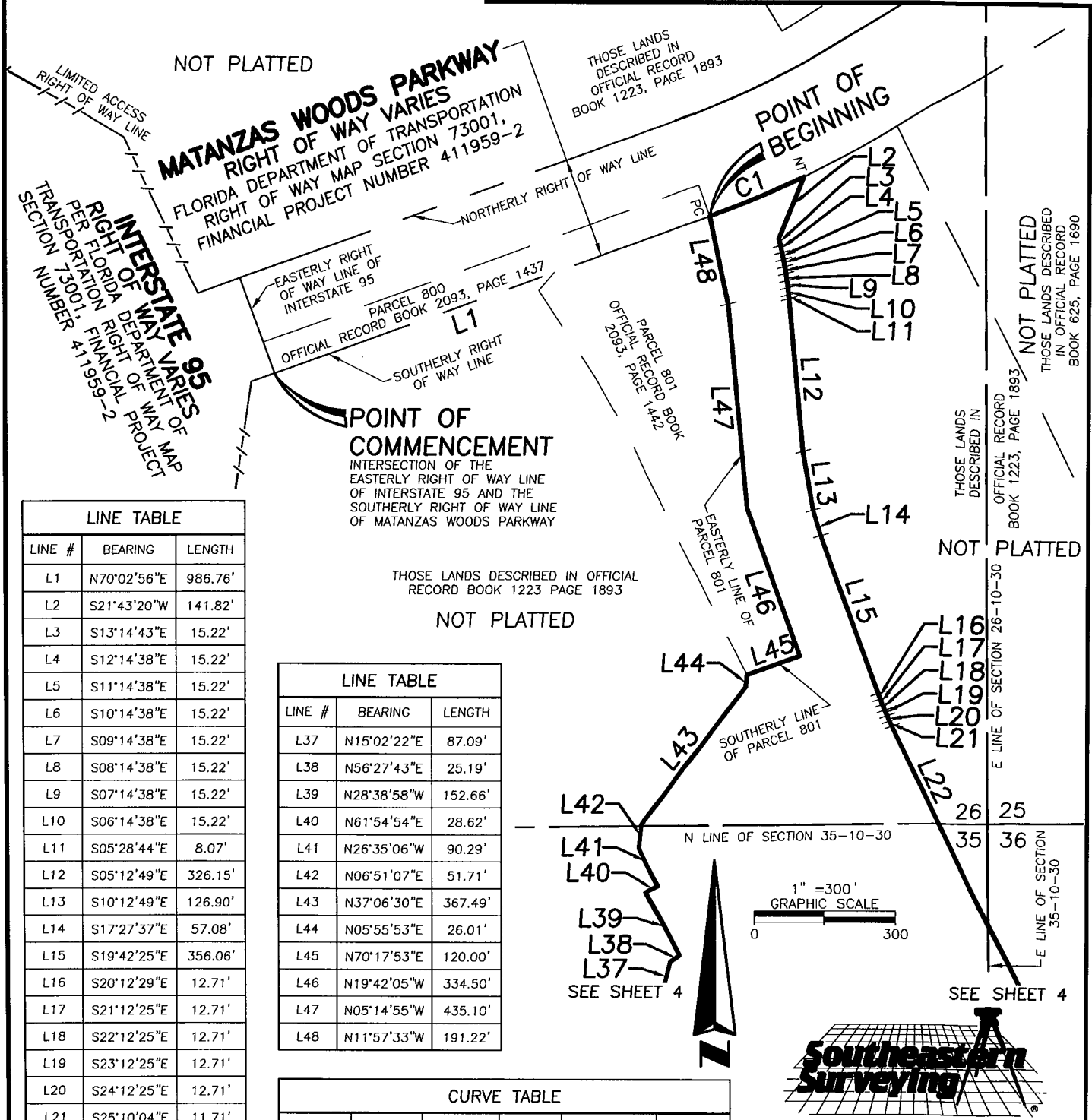
Certification Number LB2108

e-mail: info@southeasternsurveying.com

REVISED 10-04-2016 EC
Drawing No. 56602007
Job No. 56602
Date: SEPTEMBER 28, 2016
SHEET 2 OF 6
See Sheets 3-6 for Sketch

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 6

SKETCH OF DESCRIPTION



LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|----------|
| L1 | N70°02'56"E | 986.76' |
| L2 | S21°43'20"W | 141.82' |
| L3 | S13°14'43"E | 15.22' |
| L4 | S12°14'38"E | 15.22' |
| L5 | S11°14'38"E | 15.22' |
| L6 | S10°14'38"E | 15.22' |
| L7 | S09°14'38"E | 15.22' |
| L8 | S08°14'38"E | 15.22' |
| L9 | S07°14'38"E | 15.22' |
| L10 | S06°14'38"E | 15.22' |
| L11 | S05°28'44"E | 8.07' |
| L12 | S05°12'49"E | 326.15' |
| L13 | S10°12'49"E | 126.90' |
| L14 | S17°27'37"E | 57.08' |
| L15 | S19°42'25"E | 356.06' |
| L16 | S20°12'29"E | 12.71' |
| L17 | S21°12'25"E | 12.71' |
| L18 | S22°12'25"E | 12.71' |
| L19 | S23°12'25"E | 12.71' |
| L20 | S24°12'25"E | 12.71' |
| L21 | S25°10'04"E | 11.71' |
| L22 | S25°37'57"E | 1429.28' |

LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|---------|
| L37 | N15°02'22"E | 87.09' |
| L38 | N56°27'43"E | 25.19' |
| L39 | N28°38'58"W | 152.66' |
| L40 | N61°54'54"E | 28.62' |
| L41 | N26°35'06"W | 90.29' |
| L42 | N06°51'07"E | 51.71' |
| L43 | N37°06'30"E | 367.49' |
| L44 | N05°55'53"E | 26.01' |
| L45 | N70°17'53"E | 120.00' |
| L46 | N19°42'05"W | 334.50' |
| L47 | N05°14'55"W | 435.10' |
| L48 | N11°57'33"W | 191.22' |

CURVE TABLE

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|----------|----------|---------|---------------|----------------|
| C1 | 2115.89' | 5°52'42" | 217.08' | N67°06'35"E | 216.99' |

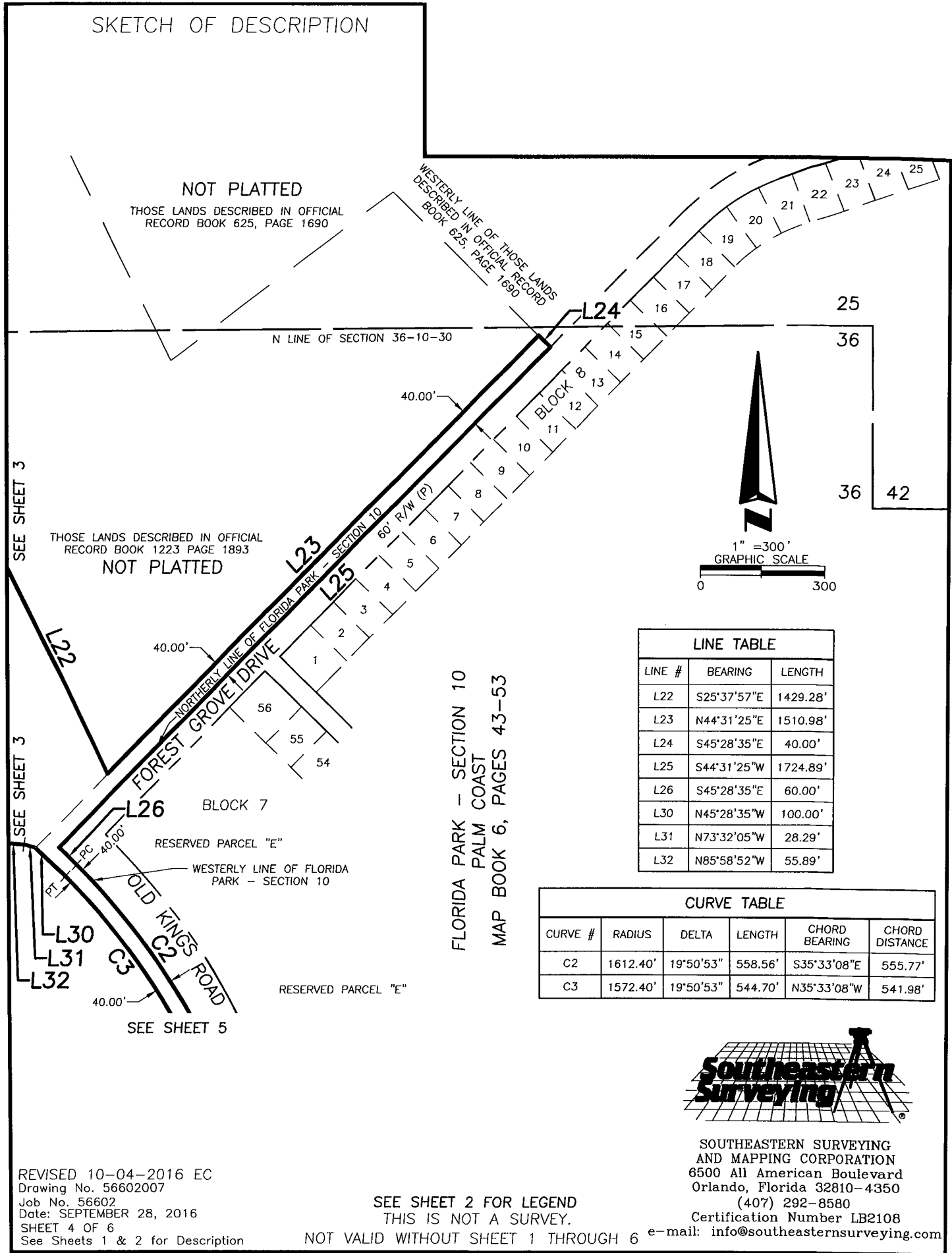
REVISED 10-04-2016 EC
 Drawing No. 56602007
 Job No. 56602
 Date: SEPTEMBER 28, 2016
 SHEET 3 OF 6
 See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
 THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 6



SOUTHEASTERN SURVEYING
 AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108
 e-mail: info@southeasternsurveying.com

SKETCH OF DESCRIPTION



SEE SHEET 3

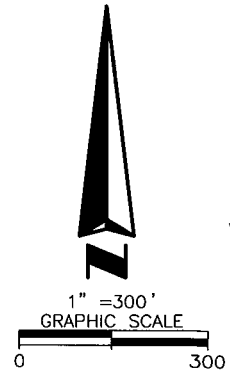
SEE SHEET 3

NOT PLATTED
THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 625, PAGE 1690

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 1223 PAGE 1893
NOT PLATTED

N LINE OF SECTION 36-10-30

WESTERLY LINE OF THOSE LANDS
DESCRIBED IN OFFICIAL RECORD
BOOK 625, PAGE 1690



| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L22 | S25°37'57"E | 1429.28' |
| L23 | N44°31'25"E | 1510.98' |
| L24 | S45°28'35"E | 40.00' |
| L25 | S44°31'25"W | 1724.89' |
| L26 | S45°28'35"E | 60.00' |
| L30 | N45°28'35"W | 100.00' |
| L31 | N73°32'05"W | 28.29' |
| L32 | N85°58'52"W | 55.89' |

| CURVE TABLE | | | | | |
|-------------|----------|-----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C2 | 1612.40' | 19°50'53" | 558.56' | S35°33'08"E | 555.77' |
| C3 | 1572.40' | 19°50'53" | 544.70' | N35°33'08"W | 541.98' |

FLORIDA PARK - SECTION 10
PALM COAST
MAP BOOK 6, PAGES 43-53

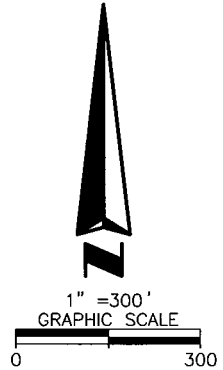
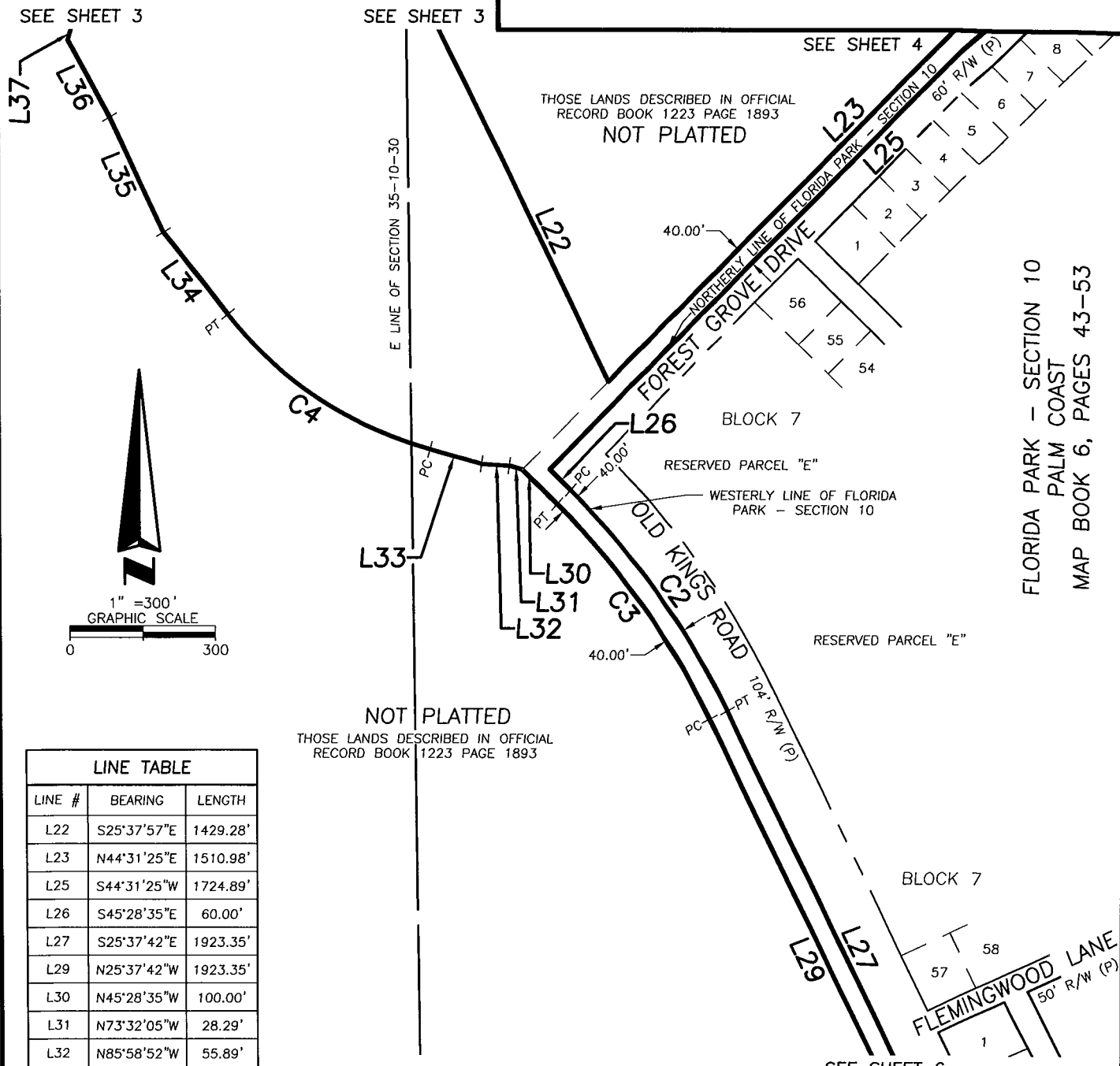


SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810-4350
(407) 292-8580
Certification Number LB2108
e-mail: info@southeasternsurveying.com

REVISED 10-04-2016 EC
Drawing No. 56602007
Job No. 56602
Date: SEPTEMBER 28, 2016
SHEET 4 OF 6
See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 6

SKETCH OF DESCRIPTION



| LINE # | BEARING | LENGTH |
|--------|-------------|----------|
| L22 | S25°37'57"E | 1429.28' |
| L23 | N44°31'25"E | 1510.98' |
| L25 | S44°31'25"W | 1724.89' |
| L26 | S45°28'35"E | 60.00' |
| L27 | S25°37'42"E | 1923.35' |
| L29 | N25°37'42"W | 1923.35' |
| L30 | N45°28'35"W | 100.00' |
| L31 | N73°32'05"W | 28.29' |
| L32 | N85°58'52"W | 55.89' |
| L33 | N74°24'13"W | 108.73' |
| L34 | N38°16'50"W | 214.84' |
| L35 | N25°18'31"W | 261.43' |
| L36 | N28°21'35"W | 180.04' |
| L37 | N15°02'22"E | 87.09' |

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|----------|-----------|---------|---------------|----------------|
| C2 | 1612.40' | 19°50'53" | 558.56' | S35°33'08"E | 555.77' |
| C3 | 1572.40' | 19°50'53" | 544.70' | N35°33'08"W | 541.98' |
| C4 | 806.00' | 36°07'23" | 508.16' | N56°20'31"W | 499.78' |

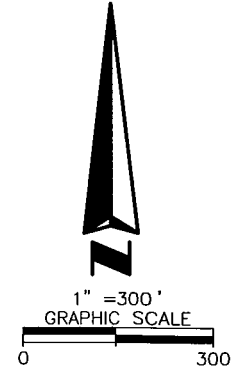
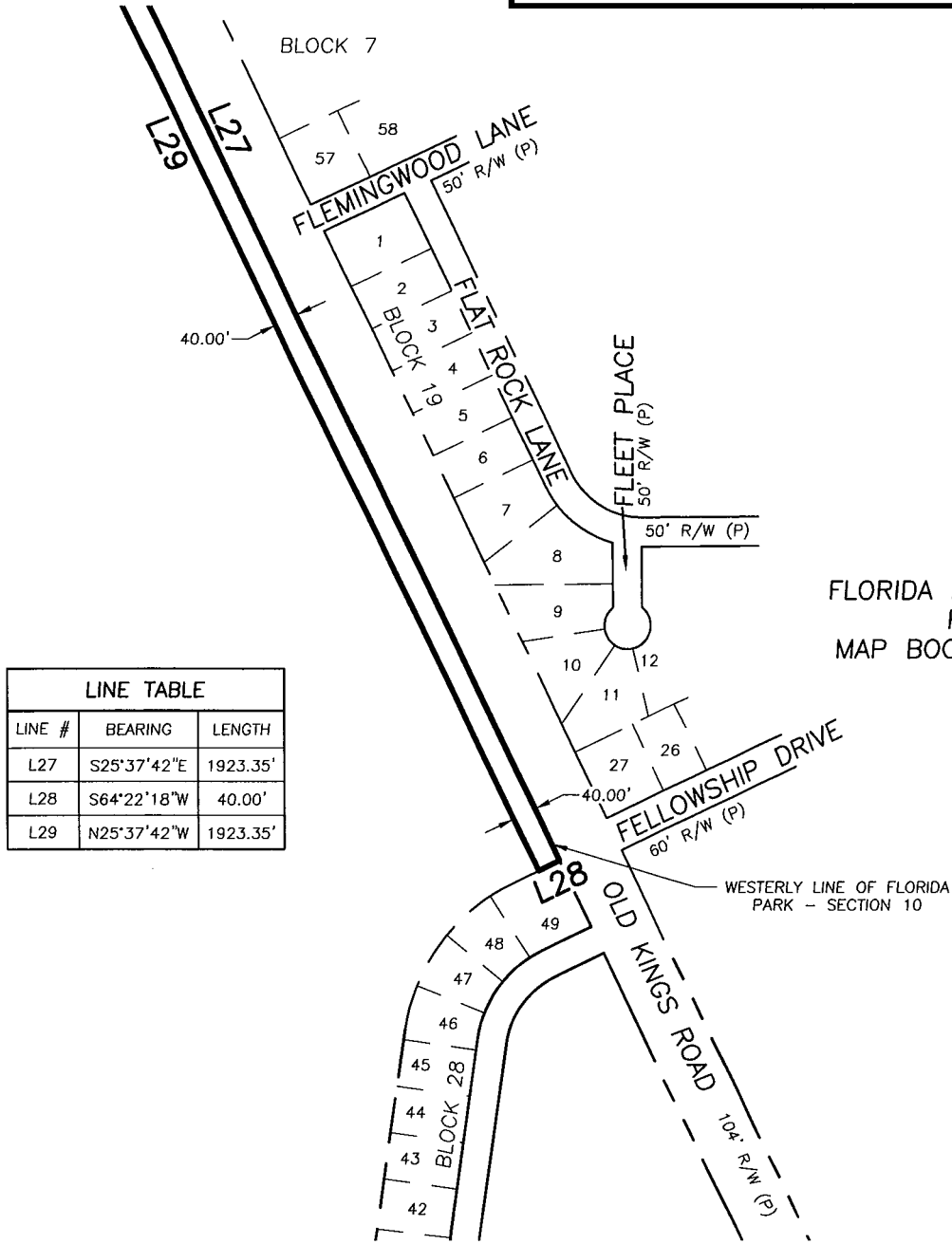
REVISED 10-04-2016 EC
 Drawing No. 56602007
 Job No. 56602
 Date: SEPTEMBER 28, 2016
 SHEET 5 OF 6
 See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
 THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 6

SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
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SKETCH OF DESCRIPTION

SEE SHEET 5



FLORIDA PARK - SECTION 10
 PALM COAST
 MAP BOOK 6, PAGES 43-53

| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L27 | S25°37'42"E | 1923.35' |
| L28 | S64°22'18"W | 40.00' |
| L29 | N25°37'42"W | 1923.35' |

REVISED 10-04-2016 EC
 Drawing No. 56602007
 Job No. 56602
 Date: SEPTEMBER 28, 2016
 SHEET 6 OF 6
 See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
 THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 6



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 AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
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 Certification Number LB2108
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SCHEDULE "A"

DESCRIPTION:


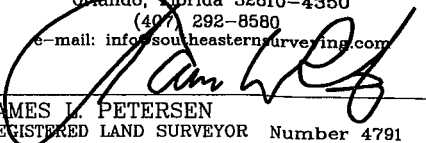
A portion of Section 26, Township 10 South, Range 30 East, Flagler County, Florida, being more particularly described as follows:

BEGIN at the intersection of the Westerly limited access right of way line of Interstate 95 per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2 and the Northerly right of way line of Matanzas Woods Parkway (formerly known as Norman Young Parkway) as recorded in said plat of Belle Terre - Section 35, and as shown on said Right of Way Map Section 73001, said point lying on a non-tangent curve concave Northerly, having a radius of 1076.00 feet, a central angle of 01°39'40" and a chord bearing of South 69°35'05" West; thence from a tangent bearing of South 68°45'15" West, Westerly 31.20 feet along the arc of said curve to the Easterly line of Lakeview - Section 37 Palm Coast Park at Palm Coast, according to the plat thereof, as recorded in Map Book 13, Pages 1 through 29, of the Public Records of Flagler County, Florida; thence along said Easterly line the following two (2) courses and distances, North 16°19'05" East, a distance of 1182.77 feet; thence North 64°42'54" East, a distance of 10.00 feet to the aforementioned Westerly limited access right of way line of Interstate 95; thence along said Westerly limited access right of way line, the following four (4) courses and distances, South 25°15'51" East, a distance of 3.80 feet; thence South 16°19'05" West, a distance of 54.41 feet; thence South 73°40'55" East, a distance of 15.00 feet; thence South 16°19'05" West, a distance of 1113.50 feet to the POINT OF BEGINNING.

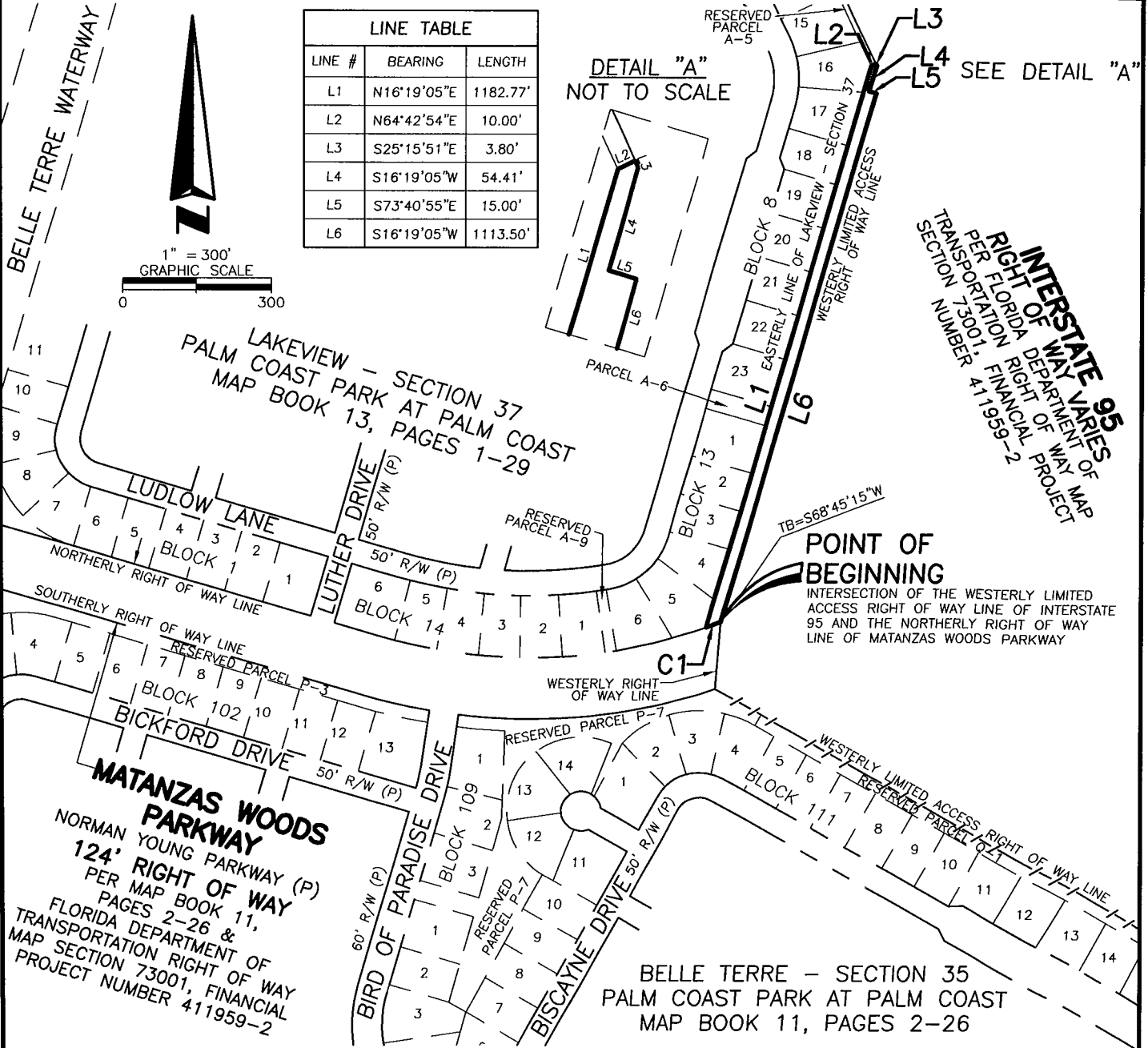
Containing 0.66 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the Westerly limited access right of way line of Interstate 95 being South 16°19'05" West, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|---------------------|--|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: July 14, 2016 EC | | Certification Number LB2108 56602002 |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. | | |
| SHEET 1 OF 2 SEE SHEET 2 FOR SKETCH | | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 |

SKETCH OF DESCRIPTION



| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L1 | N16°19'05"E | 1182.77' |
| L2 | N64°42'54"E | 10.00' |
| L3 | S25°15'51"E | 3.80' |
| L4 | S16°19'05"W | 54.41' |
| L5 | S73°40'55"E | 15.00' |
| L6 | S16°19'05"W | 1113.50' |

DETAIL "A"
NOT TO SCALE

INTERSTATE 95
RIGHT OF WAY VARIES
PER FLORIDA DEPARTMENT OF
TRANSPORTATION RIGHT OF WAY MAP
SECTION 73001, FINANCIAL PROJECT
NUMBER 411959-2

POINT OF BEGINNING
INTERSECTION OF THE WESTERLY LIMITED
ACCESS RIGHT OF WAY LINE OF INTERSTATE
95 AND THE NORTHERLY RIGHT OF WAY
LINE OF MATANZAS WOODS PARKWAY

| CURVE TABLE | | | | | |
|-------------|----------|----------|--------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C1 | 1076.00' | 1°39'40" | 31.20' | S69°35'05"W | 31.19' |



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ABBREVIATIONS:
NT = NON-TANGENT
TB = TANGENT BEARING
(P) = PLAT
R/W = RIGHT OF WAY

Drawing No. 56602002
Job No. 56602
Date: JULY 14, 2016
SHEET 2 OF 2
See Sheet 1 for Description

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 2

SCHEDULE "A"

DESCRIPTION:


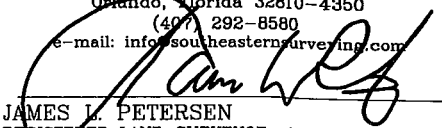
Reserved Parcel Q-1, Belle Terre - Section 35 Palm Coast Park at Palm Coast, according to the plat thereof, as recorded in Map Book 11, Pages 2 through 26, of the Public Records of Flagler County, Florida. Being more particularly described as follows:

BEGIN at the Northerlymost corner of Reserved Parcel Q-1, Belle Terre - Section 35 Palm Coast Park at Palm Coast, according to the plat thereof, as recorded in Map Book 11, Pages 2 through 26, of the Public Records of Flagler County, Florida, said point also lying on the Westerly limited access right of way line of Interstate 95, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence along said Westerly limited access right of way line and the Northerly line of said Reserved Parcel Q-1, the following three (3) courses and distances, South 60°34'26" East, a distance of 1316.35 feet; thence North 65°06'10" East, a distance of 10.51 feet; thence South 25°15'51" East, a distance of 114.87 feet to the Easterly line of said Reserved Parcel Q-1; thence South 65°06'31" West, a distance of 10.53 feet along said Easterly line to the Southerly line of said Reserved Parcel Q-1, said point lying on a non-tangent curve concave Southwesterly, having a radius of 225.00 feet, a central angle of 35°19'05" and a chord bearing of North 42°54'53" West; thence along said Southerly line, the following six (6) courses and distances, from a tangent bearing of North 25°15'21" West, Northwesterly 138.69 feet along the arc of said curve to a point of tangency; thence North 60°34'26" West, a distance of 15.00 feet; thence South 29°25'34" West, a distance of 125.00 feet; thence North 60°34'26" West, a distance of 20.00 feet; thence North 29°25'34" East, a distance of 125.00 feet; thence North 60°34'26" West, a distance of 1245.00 feet to the Westerly line of said Reserved Parcel Q-1; thence North 29°25'34" East, a distance of 25.00 feet along said Westerly line to the POINT OF BEGINNING.

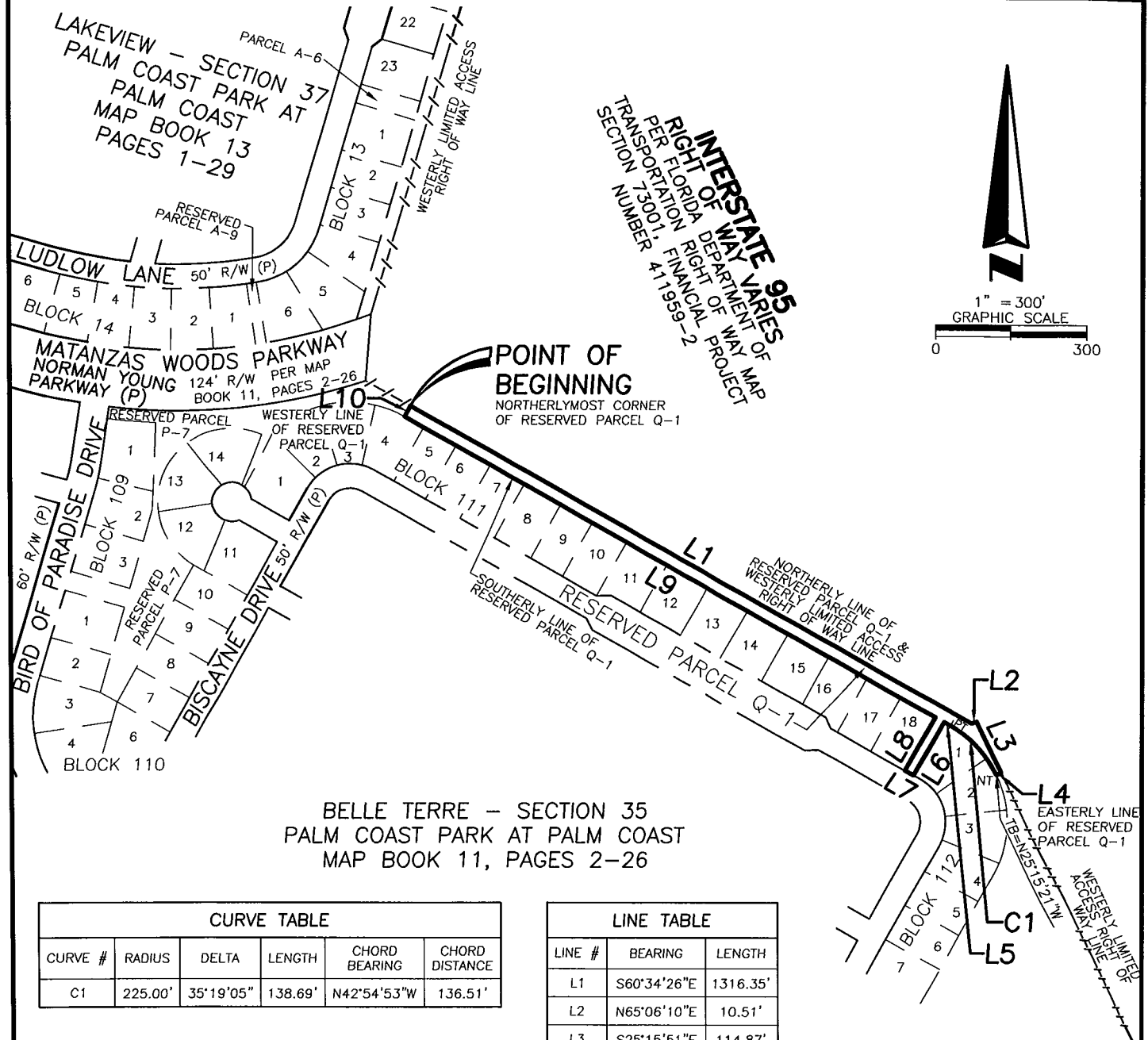
Containing 0.86 acres, more or less.

SURVEYOR'S REPORT:

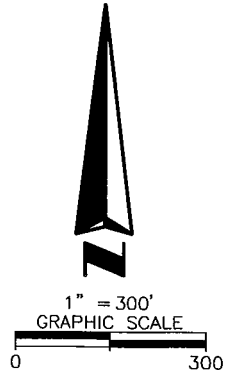
1. Bearings shown hereon are based on the Westerly limited access right of way line of Interstate 95 being South 60°34'26" East, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|--|--|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: July 14, 2016 EC | | Certification Number LB2108 56602003 |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. | | |
| SHEET 1 OF 2 SEE SHEET 2 FOR SKETCH | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 | |

SKETCH OF DESCRIPTION



INTERSTATE 95
 RIGHT OF WAY VARIES
 PER FLORIDA DEPARTMENT OF
 TRANSPORTATION RIGHT OF WAY MAP
 SECTION 73001, FINANCIAL PROJECT
 NUMBER 411959-2



BELLE TERRE - SECTION 35
 PALM COAST PARK AT PALM COAST
 MAP BOOK 11, PAGES 2-26

| CURVE TABLE | | | | | |
|-------------|---------|-----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C1 | 225.00' | 35°19'05" | 138.69' | N42°54'53"W | 136.51' |

| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L1 | S60°34'26"E | 1316.35' |
| L2 | N65°06'10"E | 10.51' |
| L3 | S25°15'51"E | 114.87' |
| L4 | S65°06'31"W | 10.53' |
| L5 | N60°34'26"W | 15.00' |
| L6 | S29°25'34"W | 125.00' |
| L7 | N60°34'26"W | 20.00' |
| L8 | N29°25'34"E | 125.00' |
| L9 | N60°34'26"W | 1245.00' |
| L10 | N29°25'34"E | 25.00' |

ABBREVIATIONS:
 NT = NON-TANGENT
 TB = TANGENT BEARING
 PT = POINT OF TANGENCY
 (P) = PLAT
 R/W = RIGHT OF WAY



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 AND MAPPING CORPORATION
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 Orlando, Florida 32810-4350
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Drawing No. 56602003
 Job No. 56602
 Date: JULY 14, 2016
 SHEET 2 OF 2
 See Sheet 1 for Description

THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 2

SCHEDULE "A"

DESCRIPTION:


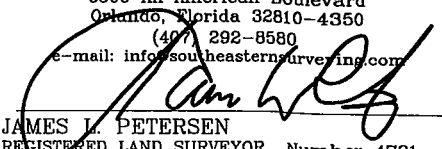
A portion of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida, being more particularly described as follows:

Commence at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 19°57'04" West, a distance of 216.00 feet along said Easterly right of way line of Interstate 95 to the Northerly Right of way line of said Matanzas Woods Parkway; thence North 70°02'56" East, a distance of 964.02 feet along said Northerly right of way line to the POINT OF BEGINNING, said point lying on a non-tangent curve concave Easterly, having a radius of 2008.00 feet, a central angle of 00°50'54" and a chord bearing of North 20°10'03" West; thence departing said Northerly right of way line, from a tangent bearing of North 20°35'30" West, Northerly 29.73 feet along the arc of said curve to a point on a non-tangent curve concave Easterly, having a radius of 1071.00 feet, a central angle of 34°13'15" and a chord bearing of North 03°28'53" West; thence from a tangent bearing of North 20°35'30" West, Northerly 639.67 feet along the arc of said curve to a point on said curve; thence South 76°22'26" East, a distance of 18.75 feet to the Northwesterly corner of Parcel "D", as described in Official Record Book 1463, Page 469, said point lying on the Northerly line of those lands described in Official Record Book 1223, Page 1893; thence South 31°37'51" East, a distance of 613.27 feet, along the Westerly line of said Parcel "D" and along said Northerly line and the Southerly extension thereof to a point on the aforementioned Northerly right of way line of Matanzas Woods Parkway, said point lying on a non-tangent curve concave Northwesterly, having a radius of 1899.89 feet, a central angle of 08°57'03" and a chord bearing of South 65°34'25" West; thence from a tangent bearing of South 61°05'54" West, Southwesterly 296.80 feet along the arc of said curve to a point of tangency; thence South 70°02'56" West, a distance of 22.73 feet to the POINT OF BEGINNING.

Containing 2.92 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the Easterly right of way line of Interstate 95 being North 19°57'04" West, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|---------------------|--|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: September 26, 2016 EC | | Certification Number LB2108 56602009 |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. | | |
| SHEET 1 OF 2 SEE SHEET 2 FOR SKETCH | | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 |

SKETCH OF DESCRIPTION

NOT PLATTED

THOSE LANDS DESCRIBED
IN OFFICIAL RECORD
BOOK 2065, PAGE 1749

PARCEL "F"
OFFICIAL RECORD BOOK
1463, PAGE 473

NOT PLATTED

ABBREVIATIONS:

- NT = NON-TANGENT
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING

NORTHWESTERLY CORNER
OF PARCEL "D"

PARCEL "D"
OFFICIAL RECORD BOOK
1463, PAGE 469

WESTERLY LINE
OF PARCEL "D"

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 2065, PAGE 1749

NORTHERLY LINE OF THOSE
LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 1223, PAGE 1893

THOSE LANDS DESCRIBED IN OFFICIAL RECORD
BOOK 1223, PAGE 1893

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 1223 PAGE 1893

NOT PLATTED

THOSE LANDS
DESCRIBED IN
OFFICIAL RECORD
BOOK 1223
PAGE 1893

THOSE LANDS DESCRIBED
IN OFFICIAL RECORD
BOOK 1223

MATANZAS WOODS PARKWAY
RIGHT OF WAY VARIES
FLORIDA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY MAP SECTION 73001,
FINANCIAL PROJECT NUMBER 411959-2

POINT OF BEGINNING

LIMITED ACCESS
RIGHT OF WAY LINE

INTERSTATE 95
RIGHT OF WAY VARIES
PER FLORIDA DEPARTMENT OF
TRANSPORTATION RIGHT OF WAY MAP
SECTION 73001, FINANCIAL PROJECT
NUMBER 411959-2

NORTHERLY RIGHT
OF WAY LINE
EASTERLY RIGHT
OF WAY LINE OF
INTERSTATE 95
SOUTHERLY RIGHT
OF WAY LINE

PARCEL 800
OFFICIAL RECORD BOOK
2093, PAGE 1437

PARCEL 801
OFFICIAL RECORD BOOK
2093, PAGE 1442

POINT OF COMMENCEMENT
INTERSECTION OF THE
EASTERLY RIGHT OF WAY LINE
OF INTERSTATE 95 AND THE
SOUTHERLY RIGHT OF WAY LINE
OF MATANZAS WOODS PARKWAY

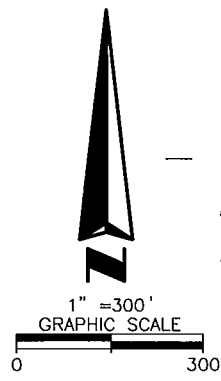
NOT PLATTED

THOSE LANDS
DESCRIBED IN
OFFICIAL RECORD
BOOK 1223 PAGE 1893

WEST LINE OF SECTION 26, TOWNSHIP 10 SOUTH, RANGE 30 EAST

THOSE LANDS DESCRIBED
IN OFFICIAL RECORD
BOOK 625, PAGE 1690

THOSE LANDS DESCRIBED IN
OFFICIAL RECORD BOOK 1223 PAGE 1893



| CURVE TABLE | | | | | |
|-------------|----------|-----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C1 | 2008.00' | 0°50'54" | 29.73' | N20°10'03"W | 29.73' |
| C2 | 1071.00' | 34°13'15" | 639.67' | N03°28'53"W | 630.20' |
| C3 | 1899.89' | 8°57'03" | 296.80' | S65°34'25"W | 296.50' |

| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L1 | N19°57'04"W | 216.00' |
| L2 | N70°02'56"E | 964.02' |
| L3 | S76°22'26"E | 18.75' |
| L4 | S31°37'51"E | 613.27' |
| L5 | S70°02'56"W | 22.73' |



**SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION**
6500 All American Boulevard
Orlando, Florida 32810-4350
(407) 292-8580
Certification Number LB2108

Drawing No. 56602009
Job No. 56602
Date: SEPTEMBER 26, 2016
SHEET 2 OF 2
See Sheet 1 for Description

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 2

e-mail: info@southeasternsurveying.com

SCHEDULE "A"

DESCRIPTION:


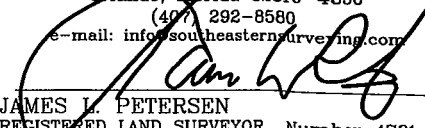
A portion of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida, being more particularly described as follows:

Commence at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 19°57'04" West, a distance of 216.00 feet along said Easterly right of way line of Interstate 95 to the Northerly right of way line of said Matanzas Woods Parkway; thence along said Northerly right of way line the following two (2) courses and distances, North 70°02'56" East, a distance of 986.76 feet to a point of curvature of a curve concave Northwesterly, having a radius of 1899.89 feet and a central angle of 08°57'03"; thence Northeasterly along the arc of said curve a distance of 296.81 feet to the POINT OF BEGINNING; thence departing said Northerly right of way line, North 31°37'51" West, a distance of 81.88 feet to the Northerly line of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida; thence North 58°22'09" East, a distance of 1850.50 feet along said Northerly line to a line 249.50 feet West of and parallel with the Westerly right of way line of Old Kings Road, per Official Record Book 640, Page 899; thence South 31°37'53" East, a distance of 488.29 feet along said parallel line to a point on the aforementioned Northerly right of way line of Matanzas Woods Parkway, said point lying on a non-tangent curve concave Northerly, having a radius of 700.00 feet, a central angle of 19°04'35" and a chord bearing of South 77°51'06" West; thence along said Northerly right of way line, the following five (5) courses and distances, from a tangent bearing South 68°18'48" West, Westerly 233.06 feet along the arc of said curve to a point of tangency; thence South 87°23'23" West, a distance of 466.80 feet to a point of curvature of a curve concave Southerly, having a radius of 800.00 feet and a central angle of 29°01'15"; thence Westerly along the arc of said curve a distance of 405.21 feet to a point of tangency; thence South 58°22'08" West, a distance of 745.05 feet to a point of curvature of a curve concave Northwesterly, having a radius of 1899.89 feet and a central angle of 02°43'45"; thence Southwesterly along the arc of said curve a distance of 90.49 feet to the POINT OF BEGINNING.

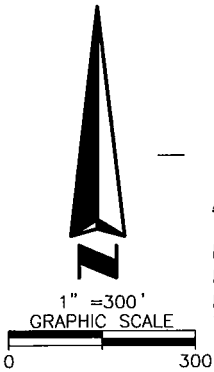
Containing 7.73 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the North line of Parcel 800, as described in Official Record Book 2093, Page 1437, being South 70°02'56" West.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

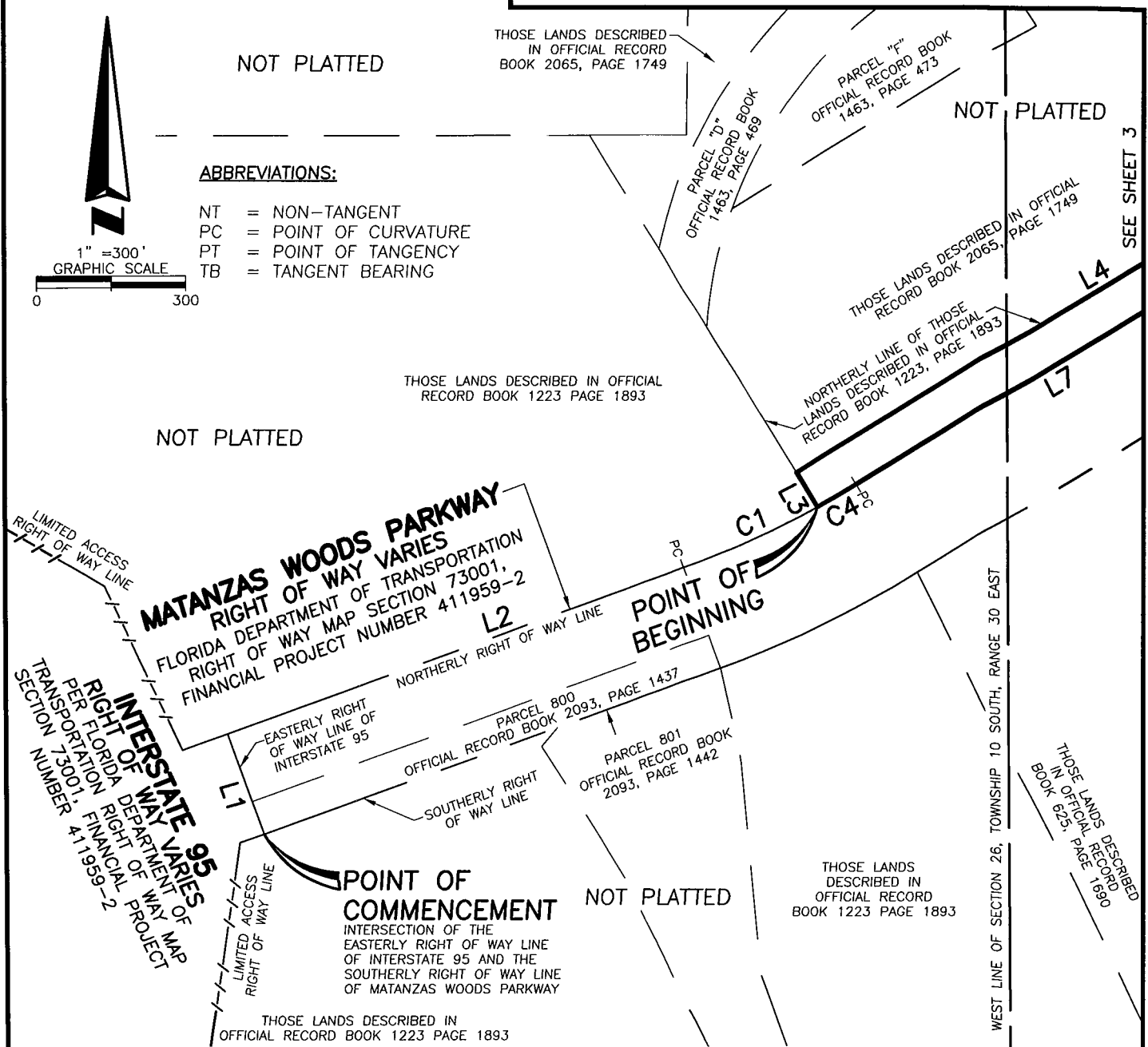
| | | | | |
|--|---|--|-------------------------|--|
| <p>Description</p> <p>FOR</p> <p>Flagler County, Florida</p> <p>City of Palm Coast, Florida</p> | <p>Date: September 26, 2016 EC</p> | <p>Certification Number LB2108 56602010</p> | | |
| | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"> <p>Job Number: 56602</p> </td> <td style="width: 50%;"> <p>Scale: 1" = 300'</p> </td> </tr> </table> | <p>Job Number: 56602</p> | <p>Scale: 1" = 300'</p> |  <p>SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com</p> |
| | <p>Job Number: 56602</p> | <p>Scale: 1" = 300'</p> | | |
| <p align="center">Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that</p> <p align="center">THIS IS NOT A SURVEY.</p> | | | | |
| <p>SHEET 1 OF 3 SEE SHEETS 2-3 FOR SKETCH</p> | |  <p>JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791</p> | | |

SKETCH OF DESCRIPTION



ABBREVIATIONS:

- NT = NON-TANGENT
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING



CURVE TABLE

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|----------|----------|---------|---------------|----------------|
| C1 | 1899.89' | 8°57'03" | 296.81' | N65°34'25"E | 296.51' |
| C4 | 1899.89' | 2°43'45" | 90.49' | S59°44'01"W | 90.48' |

LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|----------|
| L1 | N19°57'04"W | 216.00' |
| L2 | N70°02'56"E | 986.76' |
| L3 | N31°37'51"W | 81.88' |
| L4 | N58°22'09"E | 1850.50' |
| L7 | S58°22'08"W | 745.05' |



SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108

Drawing No. 56602010
 Job No. 56602
 Date: SEPTEMBER 26, 2016
 SHEET 2 OF 3
 See Sheet 1 for Description

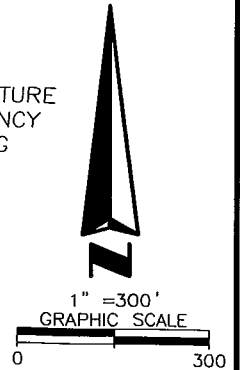
THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 3

e-mail: info@southeasternsurveying.com

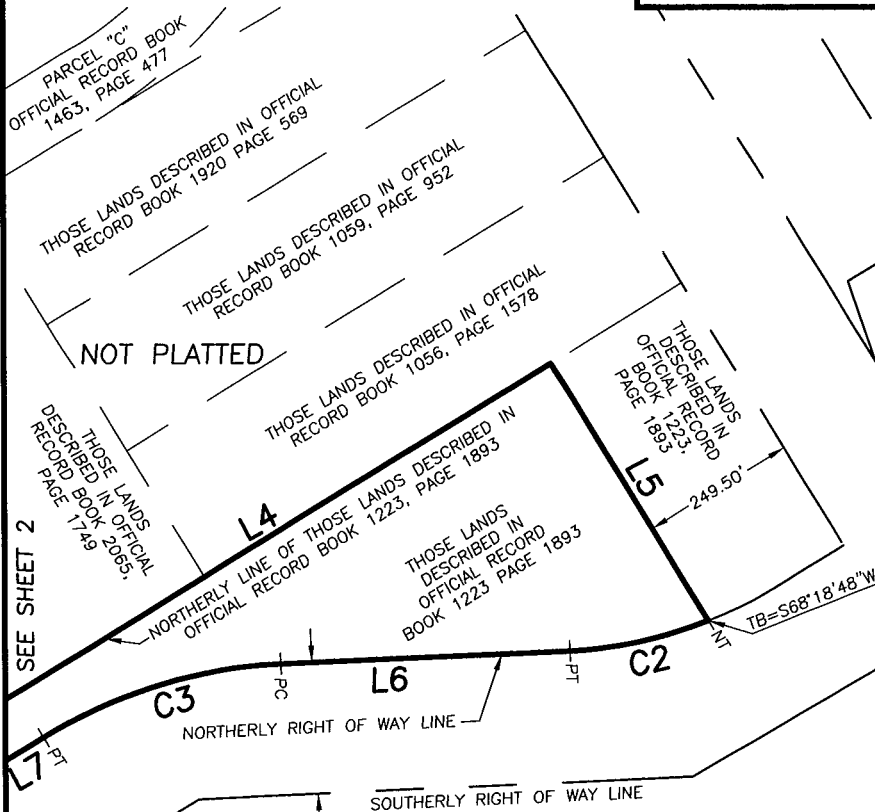
SKETCH OF DESCRIPTION

ABBREVIATIONS:

- NT = NON-TANGENT
- PC = POINT OF CURVATURE
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- TB = TANGENT BEARING



CONSERVATORY AT HAMMOCK BEACH
MAP BOOK 34,
PAGES 78-101



MATANZAS WOODS PARKWAY
RIGHT OF WAY VARIES
FLORIDA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY MAP SECTION 73001,
FINANCIAL PROJECT NUMBER 411959-2

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 625, PAGE 1690

NOT PLATTED

| CURVE TABLE | | | | | |
|-------------|---------|-----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C2 | 700.00' | 19°04'35" | 233.06' | S77°51'06"W | 231.99' |
| C3 | 800.00' | 29°01'15" | 405.21' | S72°52'46"W | 400.89' |

| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L4 | N58°22'09"E | 1850.50' |
| L5 | S31°37'53"E | 488.29' |
| L6 | S87°23'23"W | 466.80' |
| L7 | S58°22'08"W | 745.05' |



SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
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Orlando, Florida 32810-4350
(407) 292-8580
Certification Number LB2108

Drawing No. 56602010
Job No. 56602
Date: SEPTEMBER 26, 2016
SHEET 3 OF 3
See Sheet 1 for Description

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e-mail: info@southeasternsurveying.com

SCHEDULE "A"

DESCRIPTION:


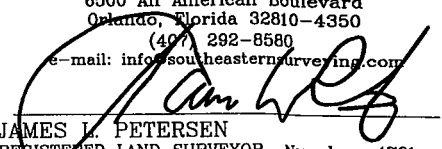
Those lands known as Parcel 801, as described in Official Record Book 2093, Page 1442, of the Public Records of Flagler County, Florida, lying in the Southeast quarter of Section 26, Township 10 South, Range 30 East, Flagler County, Florida, being more particularly described as follows:

Commence at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 70°02'56" East, a distance of 633.00 feet along said Southerly right of way line to the Northwest corner of Parcel 801, as described in Official Record Book 2093, Page 1442, of the Public Records of Flagler County, Florida and the POINT OF BEGINNING; thence continue along said Southerly right of way line, also being the Northerly line of said Parcel 801, North 70°02'56" East, a distance of 353.76 feet to the Easterly line of said Parcel 801; thence along said Easterly line, the following three (3) courses and distances, South 11°57'33" East, a distance of 191.22 feet; thence South 05°14'55" East, a distance of 435.10 feet; thence South 19°42'05" East, a distance of 334.50 feet to the Southerly line of said Parcel 801; thence South 70°17'55" West, a distance of 120.00 feet along said Southerly line to the Westerly line of said Parcel 801; thence along said Westerly line, the following eight (8) courses and distances, North 26°59'50" West, a distance of 201.54 feet; thence North 26°37'11" West, a distance of 44.80 feet; thence North 26°37'15" West, a distance of 44.80 feet; thence North 26°14'59" West, a distance of 251.69 feet; thence North 26°42'36" West, a distance of 62.53 feet; thence North 30°48'23" West, a distance of 101.08 feet; thence North 32°44'20" West, a distance of 224.19 feet; thence North 40°07'25" East, a distance of 50.15 feet to the POINT OF BEGINNING.

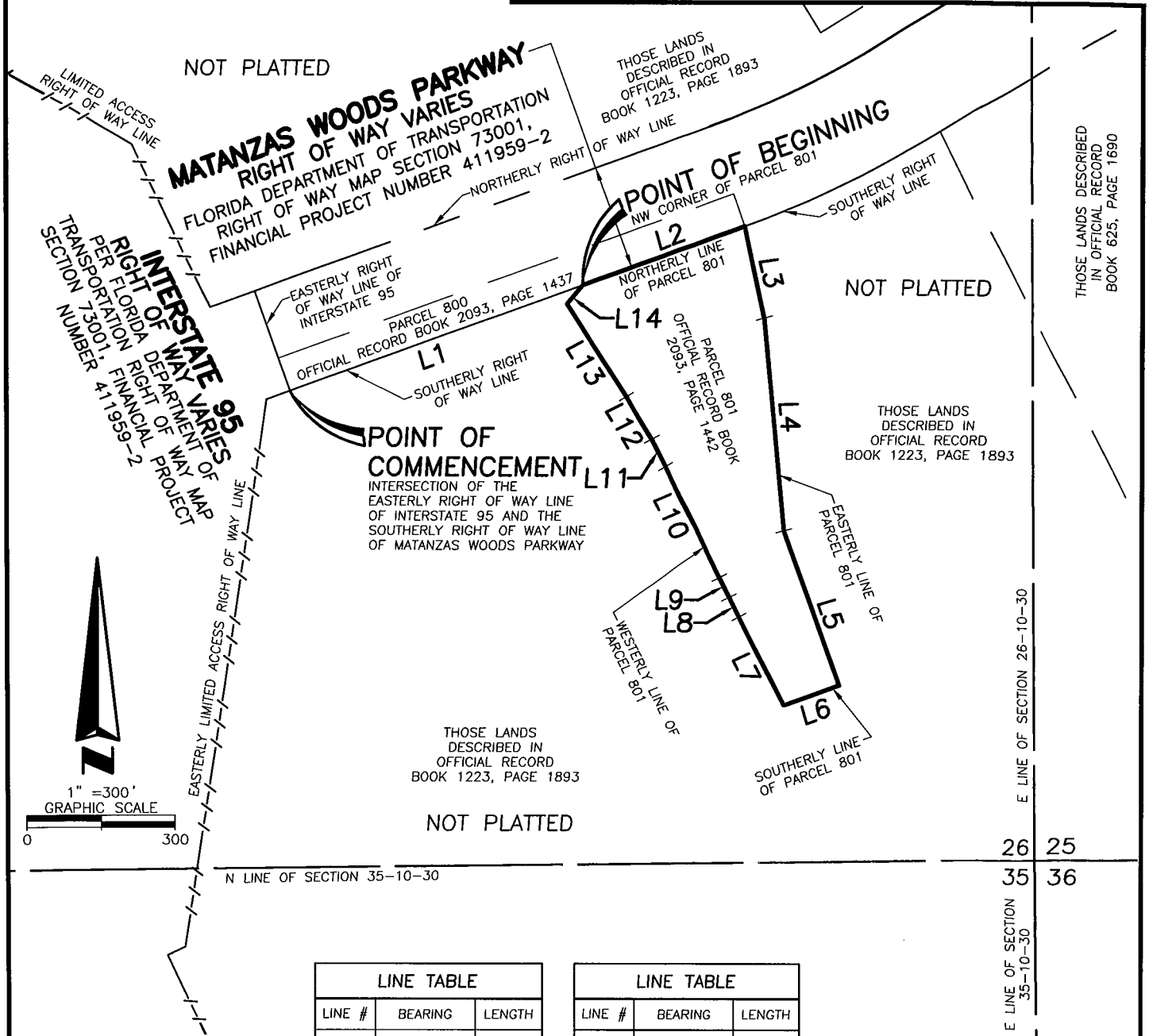
Containing 5.01 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the Southerly Right of way line of Matanzas Woods Parkway, being North 70°02'56" East, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|---|--|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: January 3, 2017 EC | | Certification Number LB2108 56602011 |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. | | |
| SHEET 1 OF 2 SEE SHEET 2 FOR SKETCH | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 | |

SKETCH OF DESCRIPTION



| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L1 | N70°02'56"E | 633.00' |
| L2 | N70°02'56"E | 353.76' |
| L3 | S11°57'33"E | 191.22' |
| L4 | S05°14'55"E | 435.10' |
| L5 | S19°42'05"E | 334.50' |
| L6 | S70°17'55"W | 120.00' |
| L7 | N26°59'50"W | 201.54' |

| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L8 | N26°37'11"W | 44.80' |
| L9 | N26°37'15"W | 44.80' |
| L10 | N26°14'59"W | 251.69' |
| L11 | N26°42'36"W | 62.53' |
| L12 | N30°48'23"W | 101.08' |
| L13 | N32°44'20"W | 224.19' |
| L14 | N40°07'25"E | 50.15' |



SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108
 e-mail: info@southeasternsurveying.com

Drawing No. 56602011
 Job No. 56602
 Date: JANUARY 3, 2017
 SHEET 2 OF 2
 See Sheet 1 for Description

THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 2

EXHIBIT "B"
(County Deed – NE Corridor Parcels.)

AFTER RECORDING RETURN TO:

Al Hadeed, Attorney Flagler County
1969 E. Moody Blvd, Bldg 2
Bunnell, Florida 32110

COUNTY DEED
(NE Corridor Parcels)

THIS COUNTY DEED, made this _____ day of, 2017, between **FLAGLER COUNTY, FLORIDA**, a political subdivision organized and existing under the laws of the State of Florida, whose address is 1769 E. Moody Boulevard, Building 2, Bunnell, Florida 32110 ("**Grantor**"), and **CITY OF PALM COAST**, a municipal corporation organized and existing under the laws of the State of Florida, whose address is 160 Lake Avenue, Palm Coast, Florida 32164 ("**Grantee**").

WITNESSETH:

That Grantor, for and in consideration of the sum of Ten and NO/100 Dollars, to it in hand paid by Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to Grantee, its successors and assigns forever, the following described land, situate, lying and being in the County of Flagler, State of Florida, to wit:

See Composite Exhibit "A" attached hereto and by this reference made a part hereof (collectively, the "Property").

THIS CONVEYANCE IS SUBJECT TO: any existing easements and other matters of record; the rights of Grantor to utilize any portion of the Property as Grantor may deem necessary for the provision of communication devices, public and private, or for use by the 800 MHZ system, or successor system; any rights granted by Grantor to the Flagler County School Board; and, that certain Interlocal Agreement, dated August 9, 2013, recorded in Official Records Book 1959, Page 25, of the Public Records of Flagler County, Florida (the "Interlocal Agreement"), the terms, conditions, and provisions of which are hereby incorporated herein and made a part hereof by this reference.

THIS CONVEYANCE IS FURTHER SUBJECT TO THE FOLLOWING CLAUSES:

- (1) The conveyance made by Grantor is subject to the restriction that Grantee, its successors and assigns, will use the property solely for public purposes to specifically include transportation and recreation and consistent with the Interlocal Agreement (hereafter collectively referred to as the "Restriction") which provides, among other things, that Grantee shall not sell or transfer any portion of the Property to a third party without the prior written consent of Grantor. To "sell or transfer" shall include, but not be limited to a sale, exchange, lease, license, encumbrance, easement or gift. Any net proceeds of any approved sale or transfer shall be paid to Grantor.

- (2) In the event that: (a) the Grantee attempts to sell or transfer the Property without Grantor's prior written consent; or (b) Grantee fails to comply with any term or condition of the Interlocal Agreement, Grantor may, but shall not be obligated to, record in the Public Records of Flagler County, Florida an affidavit of the County Administrator, reciting that he has determined Grantee has violated the conditions set forth herein (the "Reverter Affidavit") and identify therein which of the parcels conveyed by this County Deed shall revert to Grantor. No joinder or consent by Grantee shall be required for Grantor to exercise its right of reverter pursuant to this section, provided however, that Grantor shall have provided Grantee with written notice of the violation of condition at least thirty (30) days before the exercise of the right of reverter and Grantee has failed within that time to correct the violation as specified by Grantor or satisfy Grantor that Grantee is diligently pursuing correction of the violation. Thereafter, upon recording the Reverter Affidavit in the public records of Flagler County, Florida, Grantee acknowledges that title shall revert to Grantor for those parcels identified in the Reverter Affidavit as a matter of law and pursuant to this reverter clause. The Reverter Affidavit shall be conclusive evidence upon which any party may rely that a condition of reverter has occurred and that title reverts to Grantor on the parcels identified in the Reverter Affidavit.
- (3) Grantor may, in its sole discretion, waive any or all of the conditions contained herein or in the Interlocal Agreement. Such waiver by Grantor, to be effective, shall be evidenced by the preparation and recordation of an affidavit executed by the County Administrator (the "Waiver Affidavit"). The recordation of the Waiver Affidavit by Grantor shall be conclusive evidence upon which any party may rely that the condition(s) set forth herein have been waived.

TO HAVE AND TO HOLD, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit and behoove of the said second party forever.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the first party has signed and sealed these presents the day and year first above written.

**Signed, sealed and delivered in
the presence of**

GRANTOR:

FLAGLER COUNTY, FLORIDA, a political
subdivision organized and existing under the
laws of the State of Florida

By: _____
Nate McLaughlin, Chair

ATTEST:

Tom Bexley, Clerk of the Circuit
Court and Comptroller

Approved as to form by:

Al Hadeed, County Attorney

SCHEDULE "A"

DESCRIPTION:


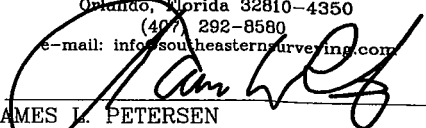
A portion of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida, lying in Sections 26, 35, and 36, Township 10 South, Range 30 East, and Section 1, Township 11 South, Range 30 East, Flagler County, Florida, being more particularly described as follows:

BEGIN at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 70°02'56" East, a distance of 633.00 feet along said Southerly right of way line to the Westerly line of Parcel 801, as described in Official Record Book 2093, Page 1442, of the Public Records of Flagler County, Florida; thence along said Westerly line, the following eight (8) courses and distances, South 40°07'26" West, a distance of 50.15 feet; thence South 32°44'20" East, a distance of 224.19 feet; thence South 30°48'22" East, a distance of 101.08 feet; thence South 26°42'37" East, a distance of 62.53 feet; thence South 26°14'59" East, a distance of 251.69 feet; thence South 26°37'14" East, a distance of 44.80 feet; thence South 26°37'12" East, a distance of 44.80 feet; thence South 26°59'50" East, a distance of 201.54 feet; thence departing said Westerly line, South 05°55'53" West, a distance of 26.01 feet; thence South 37°06'30" West, a distance of 367.49 feet; thence South 06°51'07" West, a distance of 51.71 feet; thence South 26°35'06" East, a distance of 90.29 feet; thence South 61°54'54" West, a distance of 28.62 feet; thence South 28°38'58" East, a distance of 152.66 feet; thence South 56°27'43" West, a distance of 25.19 feet; thence South 15°02'22" West, a distance of 87.09 feet; thence South 28°21'35" East, a distance of 180.04 feet; thence South 25°18'31" East, a distance of 261.43 feet; thence South 38°16'50" East, a distance of 214.84 feet to a point of curvature of a curve concave Northeasterly, having a radius of 806.00 feet and a central angle of 36°07'23"; thence Southeasterly along the arc of said curve a distance of 508.16 feet to a point of tangency; thence South 74°24'13" East, a distance of 108.73 feet; thence South 85°58'52" East, a distance of 55.89 feet; thence South 73°32'05" East, a distance of 28.29 feet to a point on a line 40.00' West of and parallel with the Westerly line of Florida Park - Section 10 Palm Coast, according to the plat thereof, as recorded in Map Book 6, Pages 43 through 53, of the Public Records of Flagler County, Florida; thence along said parallel line, the following three (3) courses and distances, South 45°28'35" East, a distance of 100.00 feet to a point of curvature of a curve concave Southwesterly, having a radius of 1572.40 feet and a central angle of 19°50'53"; thence Southeasterly along the arc of said curve a distance of 544.70 feet to a point of tangency; thence South 25°37'42" East, a distance of 1923.35 feet to the Westerly line of said Florida Park - Section 10 Palm Coast;

(continued on Sheet 2)

SURVEYOR'S REPORT:

- Bearings shown hereon are based on the Southerly Right of way line of Matanzas Woods Parkway, being North 70°02'56" East, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
- I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|---|---|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: September 13, 2016 EC | | Certification Number LB2108 56602006 |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. REVISED 09-28-2016 EC | | |
| | SHEET 1 OF 7 SEE SHEETS 3-7 FOR SKETCH | | |
| | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 | |

DESCRIPTION (continued)

(continued from Sheet 1)

thence along said Westerly line, the following nine (9) courses and distances; South 64°22'18" West, a distance of 52.96 feet to a point of curvature of a curve concave Southeasterly, having a radius of 325.00 feet and a central angle of 56°18'36"; thence Southwesterly along the arc of said curve a distance of 319.41 feet to a point of tangency; thence South 08°03'42" West, a distance of 426.57 feet; thence South 38°38'06" West, a distance of 166.52 feet; thence South 25°37'42" East, a distance of 253.04 feet; thence North 64°22'18" East, a distance of 125.00 feet; thence South 25°37'42" East, a distance of 215.00 feet; thence South 64°22'18" West, a distance of 25.00 feet to a point of curvature of a curve concave Easterly, having a radius of 275.00 feet and a central angle of 90°00'00"; thence Southerly along the arc of said curve a distance of 431.97 feet to a point on the Northerly line of those lands described in Deed Book 689, Page 260; thence South 60°16'53" West, a distance of 265.64 feet along said Northerly line to the Easterly limited access right of way line of Interstate 95, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 242341-1; thence along said Easterly limited access right of way line the following seven (7) courses and distances, North 29°43'07" West, a distance of 3968.73 feet to a point of curvature of a curve concave Northeasterly, having a radius of 17038.73 feet and a central angle of 01°23'37"; thence Northwesterly along the arc of said curve a distance of 414.43 feet to a point on said curve; thence North 61°59'42" East, a distance of 206.51 feet; thence North 27°00'18" West, a distance of 397.80 feet; thence South 63°05'19" West, a distance of 211.00 feet to a point on a non-tangent curve concave Northeasterly, having a radius of 17038.73 feet, a central angle of 01°43'24" and a chord bearing of North 26°06'44" West; thence from a tangent bearing of North 26°58'26" West, Northwesterly 512.49 feet along the arc of said curve to a point of tangency; thence North 25°15'02" West, a distance of 428.30 feet to the Easterly limited access right of way line of Interstate 95, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence along said Easterly limited access right of way line the following three (3) courses and distances, North 64°44'59" East, a distance of 40.20 feet; thence North 08°24'39" East, a distance of 1127.19 feet; thence North 70°02'56" East, a distance of 51.68 feet to the POINT OF BEGINNING.

Containing 157.30 acres, more or less.

LEGEND & ABBREVIATIONS:

NT = NON-TANGENT
PT = POINT OF TANGENCY
TB = TANGENT BEARING
L = LENGTH
R = RADIUS
Δ = DELTA
CH = CHORD
CB = CHORD BEARING

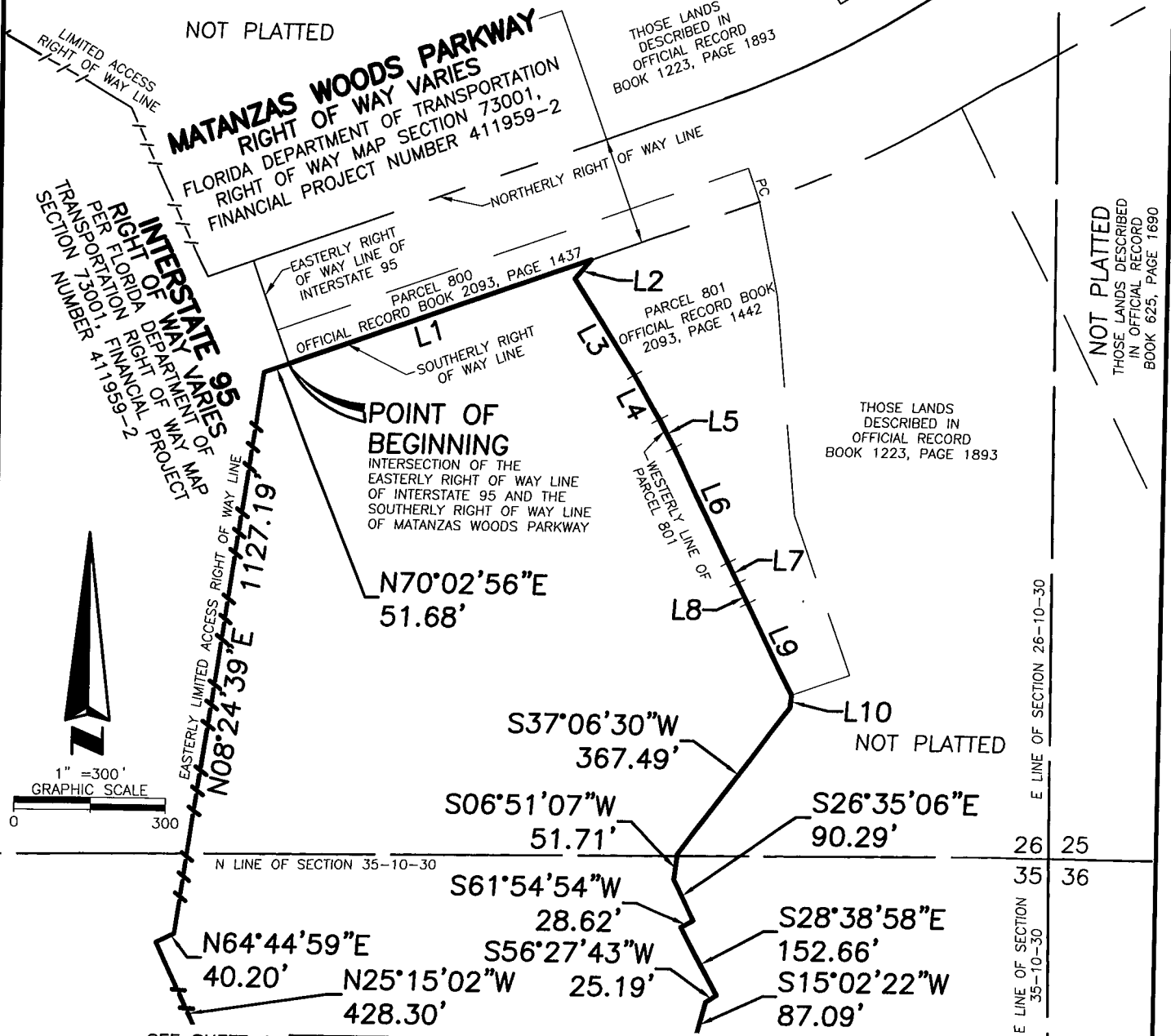
REVISED 09-28-2016 EC
Drawing No. 56602006
Job No. 56602
Date: SEPTEMBER 13, 2016
SHEET 2 OF 7
See Sheets 3-7 for Sketch

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 7 e-mail: info@southeasternsurveying.com



SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810-4350
(407) 292-8580
Certification Number LB2108

SKETCH OF DESCRIPTION



SEE SHEET 4

| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L1 | N70°02'56"E | 633.00' |
| L2 | S40°07'26"W | 50.15' |
| L3 | S32°44'20"E | 224.19' |
| L4 | S30°48'22"E | 101.08' |
| L5 | S26°42'37"E | 62.53' |

| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L6 | S26°14'59"E | 251.69' |
| L7 | S26°37'14"E | 44.80' |
| L8 | S26°37'12"E | 44.80' |
| L9 | S26°59'50"E | 201.54' |
| L10 | S05°55'53"W | 26.01' |

SEE SHEET 4



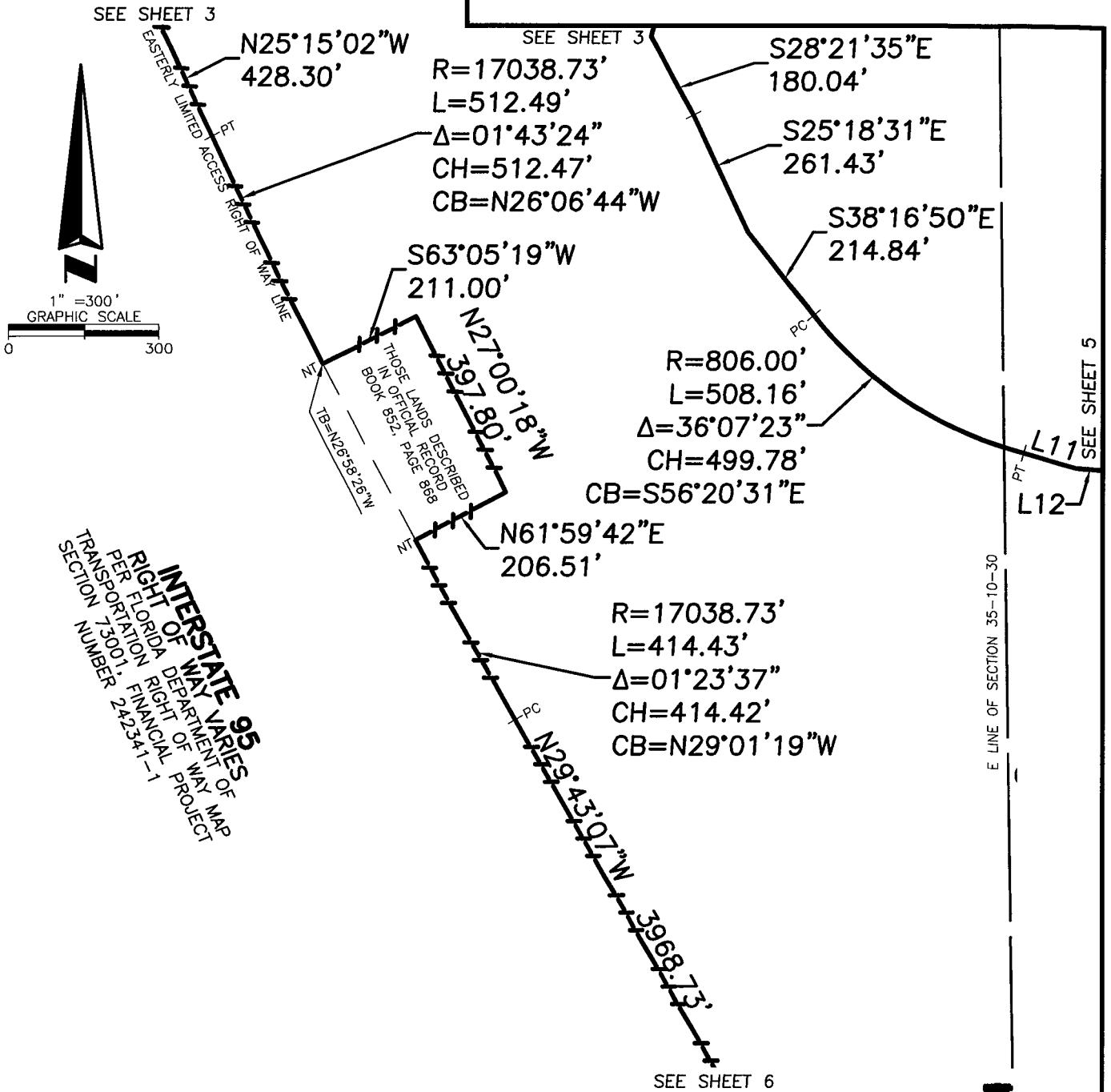
SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
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(407) 292-8580
Certification Number LB2108

REVISED 09-28-2016 EC
Drawing No. 56602006
Job No. 56602
Date: SEPTEMBER 13, 2016
SHEET 3 OF 7
See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 7

e-mail: info@southeasternsurveying.com

SKETCH OF DESCRIPTION



INTERSTATE 99
 RIGHT OF WAY VARIES
 PER FLORIDA DEPARTMENT OF
 TRANSPORTATION FINANCIAL PROJECT
 SECTION NUMBER 242341-1

| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L11 | S74°24'13"E | 108.73' |
| L12 | S85°58'52"E | 55.89' |



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 AND MAPPING CORPORATION
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 Certification Number LB2108

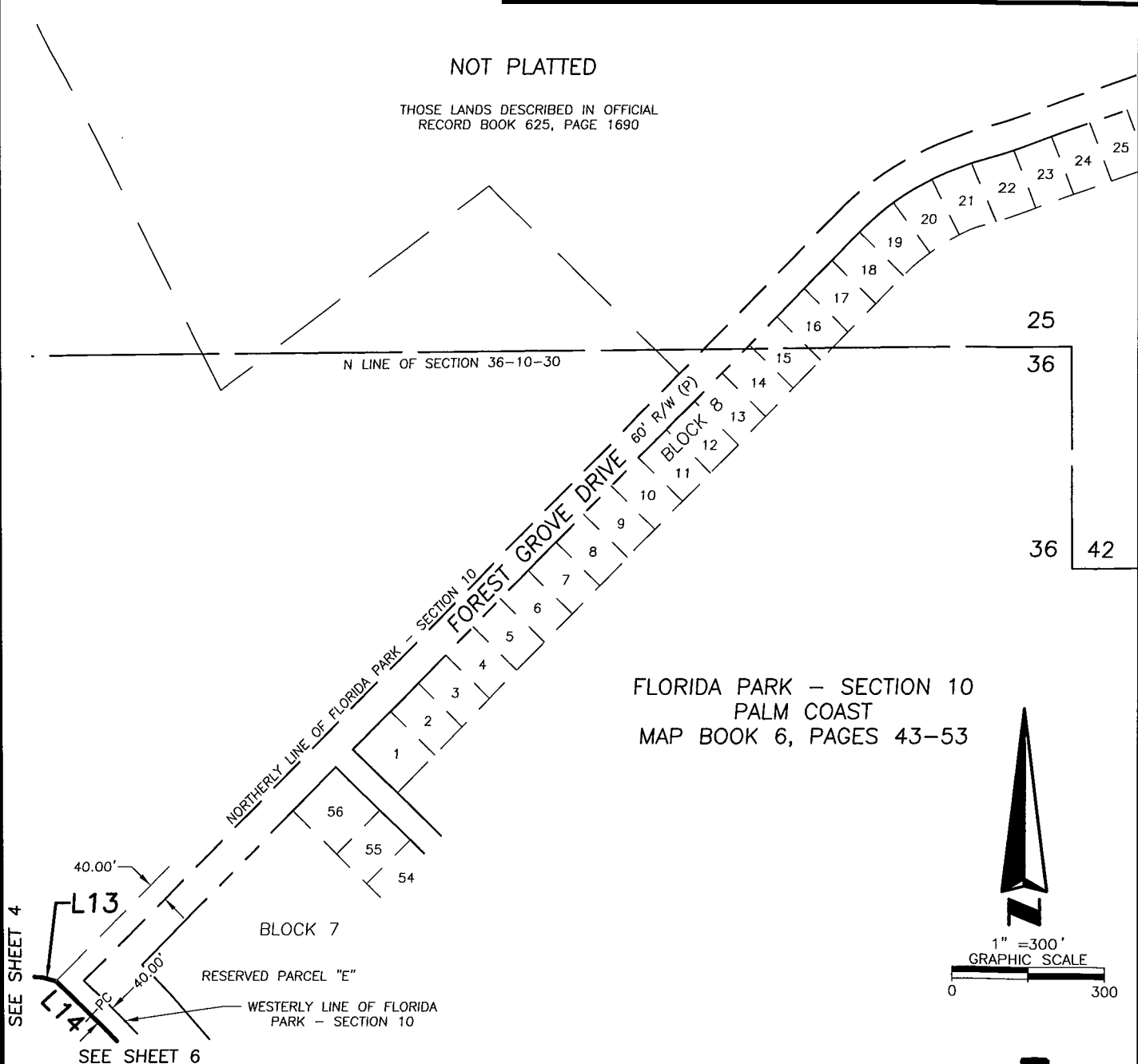
REVISED 09-28-2016 EC
 Drawing No. 56602006
 Job No. 56602
 Date: SEPTEMBER 13, 2016
 SHEET 4 OF 7
 See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
 THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 7 e-mail: info@southeasternsurveying.com

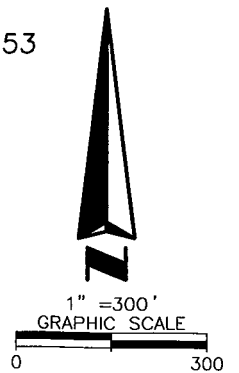
SKETCH OF DESCRIPTION

NOT PLATTED

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 625, PAGE 1690



FLORIDA PARK - SECTION 10
PALM COAST
MAP BOOK 6, PAGES 43-53



| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L13 | S73°32'05"E | 28.29' |
| L14 | S45°28'35"E | 100.00' |

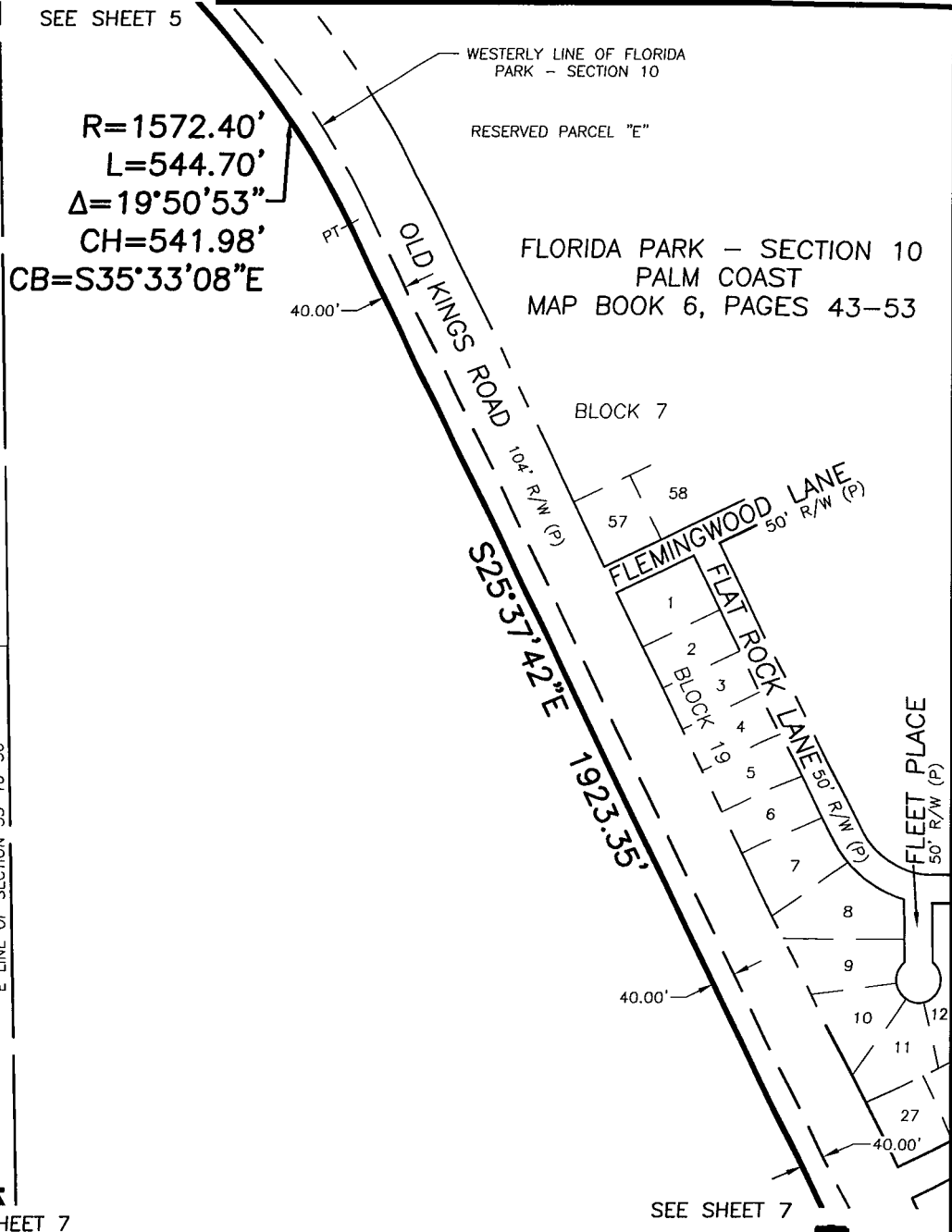
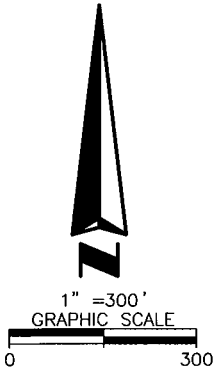


SOUTHEASTERN SURVEYING
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REVISED 09-28-2016 EC
Drawing No. 56602006
Job No. 56602
Date: SEPTEMBER 13, 2016
SHEET 5 OF 7
See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
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SKETCH OF DESCRIPTION



SEE SHEET 4

SEE SHEET 5

$R=1572.40'$
 $L=544.70'$
 $\Delta=19^{\circ}50'53''$
 $CH=541.98'$
 $CB=S35^{\circ}33'08''E$

FLORIDA PARK - SECTION 10
 PALM COAST
 MAP BOOK 6, PAGES 43-53

N LINE OF SE 1/4 SECTION 35-10-30

$N29^{\circ}43'07''W$ 3968.73'
 EASTERLY LIMITED ACCESS RIGHT OF WAY LINE
INTERSTATE 95
 RIGHT OF WAY VARIES
 PER FLORIDA DEPARTMENT OF
 TRANSPORTATION RIGHT OF WAY MAP
 SECTION 73001 FINANCIAL PROJECT
 NUMBER 242341-1

SEE SHEET 7

SEE SHEET 7



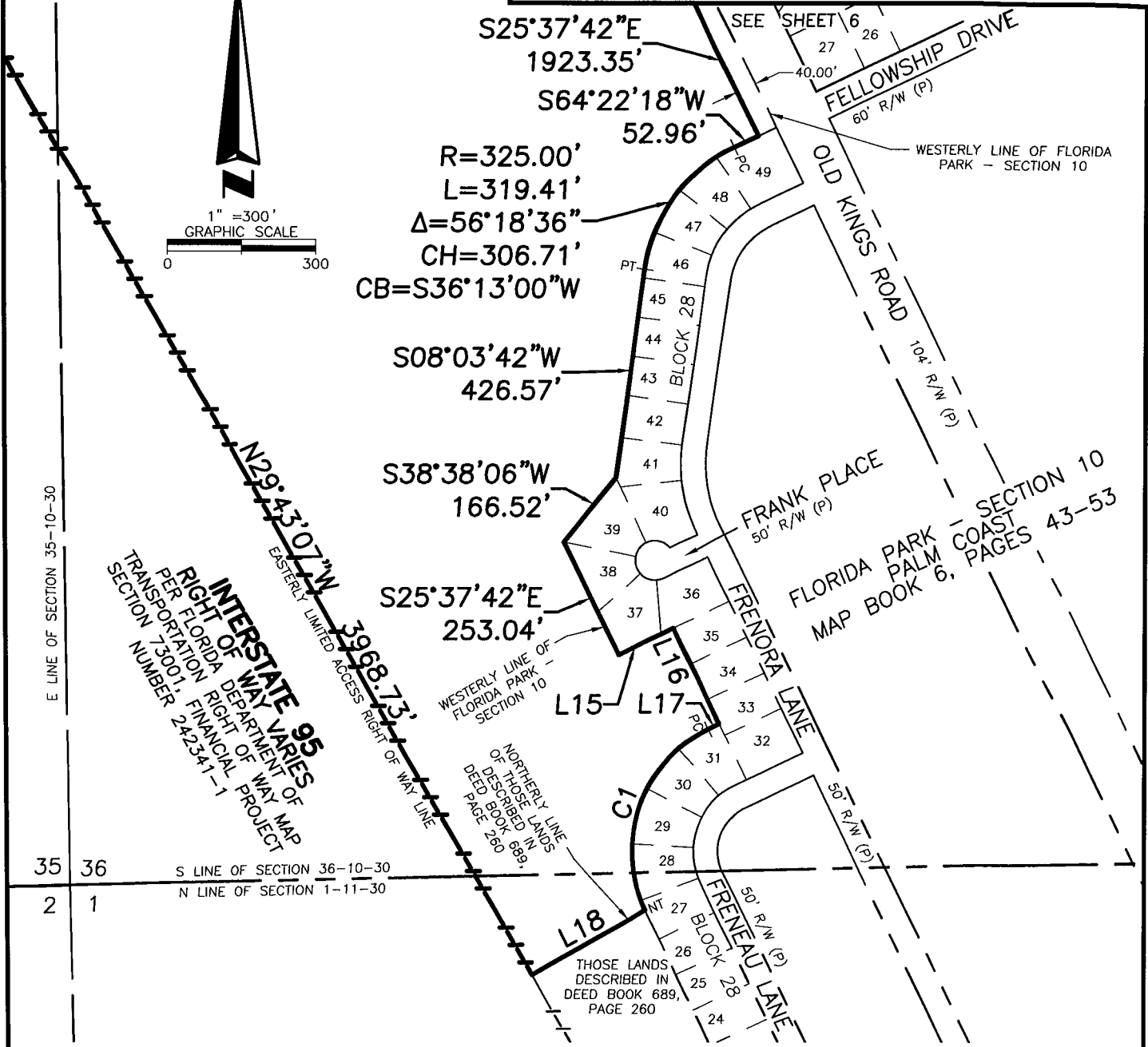
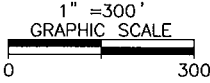
SOUTHEASTERN SURVEYING
 AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108
 e-mail: info@southeasternsurveying.com

REVISED 09-28-2016 EC
 Drawing No. 56602006
 Job No. 56602
 Date: SEPTEMBER 13, 2016
 SHEET 6 OF 7
 See Sheets 1 & 2 for Description

SEE SHEET 2 FOR LEGEND
 THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 7

SKETCH OF DESCRIPTION

SEE SHEET 6



LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|---------|
| L15 | N64°22'18"E | 125.00' |
| L16 | S25°37'42"E | 215.00' |
| L17 | S64°22'18"W | 25.00' |
| L18 | S60°16'53"W | 265.64' |

CURVE TABLE

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|---------|-----------|---------|---------------|----------------|
| C1 | 275.00' | 90°00'00" | 431.97' | S19°22'18"W | 388.91' |



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 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108
 e-mail: info@southeasternsurveying.com

Drawing No. 56602006
 Job No. 56602
 Date: SEPTEMBER 13, 2016
 SHEET 7 OF 7
 See Sheets 1 & 2 for Description

REVISED 09-28-2016 EC
 SEE SHEET 2 FOR LEGEND
 THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 7

SCHEDULE "A"

DESCRIPTION:


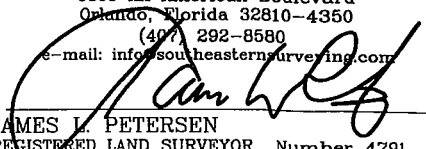
A portion of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida, lying in Sections 25, 26, 35, and 36, Township 10 South, Range 30 East, Flagler County, Florida, being more particularly described as follows:

Commence at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence along said Southerly right of way line, the following four (4) courses and distances, North 70°02'56" East, a distance of 986.76 feet to a point of curvature of a curve concave Northwesterly, having a radius of 2115.89 feet and a central angle of 05°52'42"; thence Northeasterly along the arc of said curve a distance of 217.08 feet to the POINT OF BEGINNING; thence continue Northeasterly along said curve through a central angle of 05°48'05", a distance of 214.24 feet to a point of tangency; thence North 58°22'08" East, a distance of 11.65 feet to the Westerly line of those lands described in Official Record Book 625, Page 1690, of the Public Records of Flagler County, Florida; thence along said Westerly line the following three (3) courses and distances, South 26°15'10" East, a distance of 1729.99 feet; thence North 52°42'41" East, a distance of 684.15 feet; thence South 45°28'35" East, a distance of 501.83 feet to a line parallel with and 40.00 feet North of the Northerly line of Florida Park - Section 10 Palm Coast, according to the plat thereof, as recorded in Map Book 6, Pages 43 through 53, of the Public Records of Flagler County, Florida; thence South 44°31'25" West, a distance of 1510.98 feet along said parallel line; thence departing said parallel line, North 25°37'57" West, a distance of 1429.28 feet; thence North 25°10'04" West, a distance of 11.71 feet; thence North 24°12'25" West, a distance of 12.71 feet; thence North 23°12'25" West, a distance of 12.71 feet; thence North 22°12'25" West, a distance of 12.71 feet; thence North 21°12'25" West, a distance of 12.71 feet; thence North 20°12'29" West, a distance of 12.71 feet; thence North 19°42'25" West, a distance of 356.06 feet; thence North 17°27'37" West, a distance of 57.08 feet; thence North 10°12'49" West, a distance of 126.90 feet; thence North 05°12'49" West, a distance of 326.15 feet; thence North 05°28'44" West, a distance of 8.07 feet; thence North 06°14'38" West, a distance of 15.22 feet; thence North 07°14'38" West, a distance of 15.22 feet; thence North 08°14'38" West, a distance of 15.22 feet; thence North 09°14'38" West, a distance of 15.22 feet; thence North 10°14'38" West, a distance of 15.22 feet; thence North 11°14'38" West, a distance of 15.22 feet; thence North 12°14'38" West, a distance of 15.22 feet; thence North 13°14'43" West, a distance of 15.22 feet; thence North 21°43'20" East, a distance of 141.82 feet to the POINT OF BEGINNING.

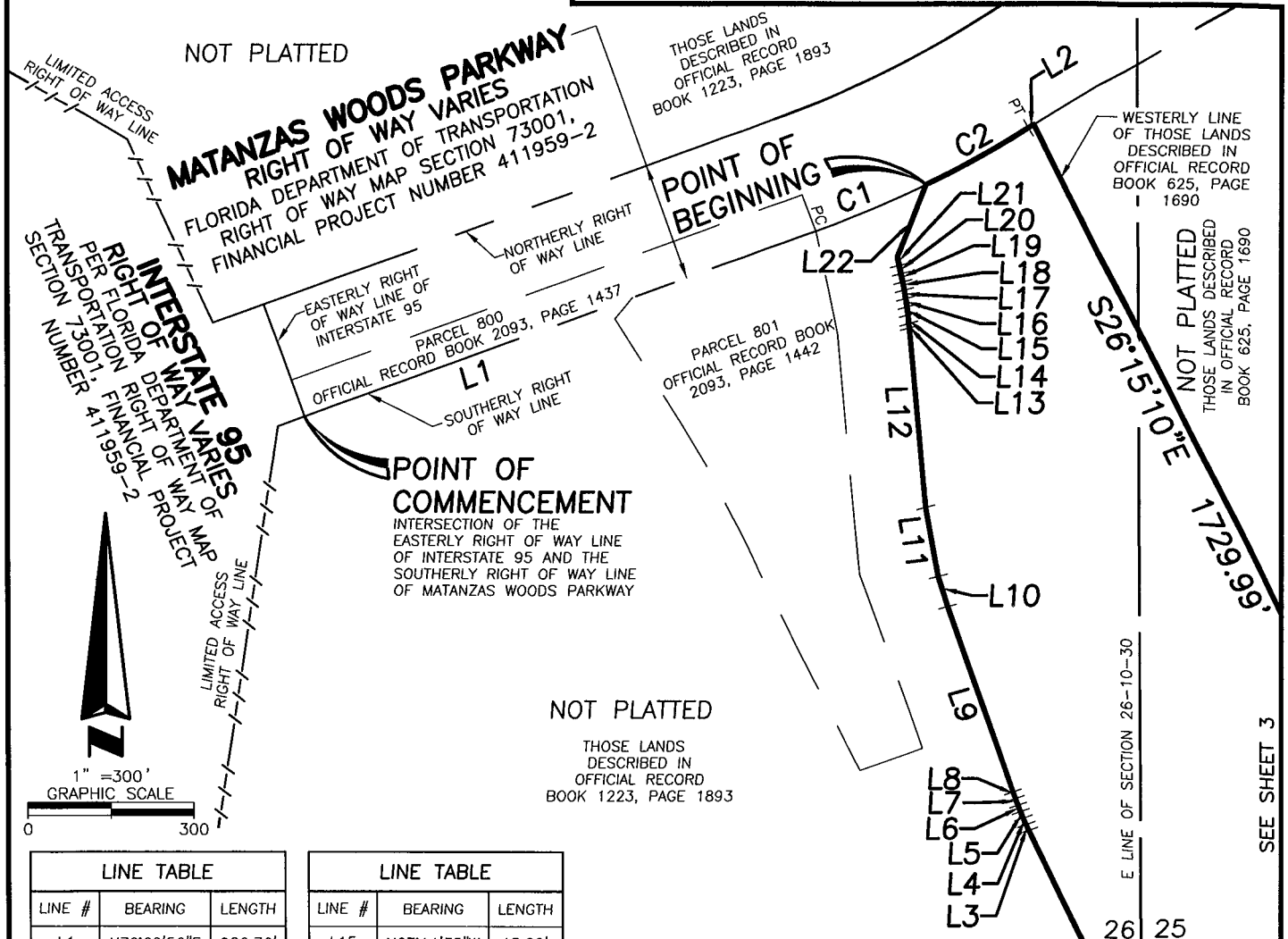
Containing 39.84 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the Southerly Right of way line of Matanzas Woods Parkway, being North 70°02'56" East, per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|--|---------------------|--|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: September 28, 2016 EC | | Certification Number LB2108 56602008 |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. | | |
| SHEET 1 OF 3 SEE SHEETS 2-3 FOR SKETCH | | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 |

SKETCH OF DESCRIPTION



| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L1 | N70°02'56"E | 986.76' |
| L2 | N58°22'08"E | 11.65' |
| L3 | N25°10'04"W | 11.71' |
| L4 | N24°12'25"W | 12.71' |
| L5 | N23°12'25"W | 12.71' |
| L6 | N22°12'25"W | 12.71' |
| L7 | N21°12'25"W | 12.71' |
| L8 | N20°12'29"W | 12.71' |
| L9 | N19°42'25"W | 356.06' |
| L10 | N17°27'37"W | 57.08' |
| L11 | N10°12'49"W | 126.90' |
| L12 | N05°12'49"W | 326.15' |
| L13 | N05°28'44"W | 8.07' |
| L14 | N06°14'38"W | 15.22' |

| LINE TABLE | | |
|------------|-------------|---------|
| LINE # | BEARING | LENGTH |
| L15 | N07°14'38"W | 15.22' |
| L16 | N08°14'38"W | 15.22' |
| L17 | N09°14'38"W | 15.22' |
| L18 | N10°14'38"W | 15.22' |
| L19 | N11°14'38"W | 15.22' |
| L20 | N12°14'38"W | 15.22' |
| L21 | N13°14'43"W | 15.22' |
| L22 | N21°43'20"E | 141.82' |

| CURVE TABLE | | | | | |
|-------------|----------|----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C1 | 2115.89' | 5°52'42" | 217.08' | N67°06'35"E | 216.99' |
| C2 | 2115.89' | 5°48'05" | 214.24' | N61°16'11"E | 214.15' |

ABBREVIATIONS:
 PC = POINT OF CURVATURE
 PT = POINT OF TANGENCY



SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108
 e-mail: info@southeasternsurveying.com

Drawing No. 56602008
 Job No. 56602
 Date: SEPTEMBER 28, 2016
 SHEET 2 OF 3
 See Sheet 1 for Description

THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 3

SEE SHEET 3

SKETCH OF DESCRIPTION

SEE SHEET 2

NOT PLATTED

THOSE LANDS DESCRIBED IN OFFICIAL RECORD BOOK 625, PAGE 1690

WESTERLY LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORD BOOK 625, PAGE 1690

WESTERLY LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORD BOOK 625, PAGE 1690

E LINE OF SECTION 26-10-30

26 25
35 36

E LINE OF SECTION 35-10-30

N LINE OF SECTION 36-10-30

S26°15'10"E
1729.99'

N52°42'41"E
684.15'

S45°28'35"E
501.83'

N25°37'57"W
1429.28'

S44°31'25"W
1510.98'

NORTHERLY LINE OF FLORIDA PARK - SECTION 10
FOREST GROVE DRIVE

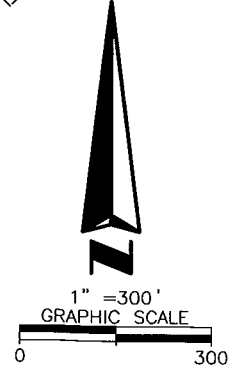
19
18
17
16
15
14
13
12
11
10
9
8
7
6
5
4
3
2
1

BLOCK 8

BLOCK 7

RESERVED PARCEL "E"

WESTERLY LINE OF FLORIDA PARK - SECTION 10



FLORIDA PARK - SECTION 10
PALM COAST
MAP BOOK 6, PAGES 43-53

ABBREVIATIONS:

- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY

Drawing No. 56602008
Job No. 56602
Date: SEPTEMBER 28, 2016
SHEET 3 OF 3
See Sheet 1 for Description

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 3 e-mail: info@southeasternsurveying.com



SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810-4350
(407) 292-8580
Certification Number LB2108

EXHIBIT "C"

- 1. St. Johns River Water Management District Permit Nos. 91361-1 and 91361-2 and US Army Corps of Engineers Permit Nos. SAJ-2002-905 and SAJ-2003-10162 insofar as such permits provide for wetland mitigation sites located on the lands being conveyed to the City by the County. The mitigation sites are on conservation easements. The City shall serve as the O&M entity for these migration sites. For all other aspects of the foregoing permits the County retains them and it shall serve as the O&M entity for such reserved aspects of the permits.**

- 2. St. Johns River Water Management District Permit Nos. 83039-1, 83039-2, 83039-3, 83039-4, 83039-5, and 132042-1 and associated US Army Corps of Engineers Permit Nos. #SAJ-2013-983, #SAJ-2003-10162, and #SAJ-2014-02975, assigning and transferring all aspects of the foregoing permits to the City with the City serving as the O&M entity.**

- 3. Street Light Transfer Agreements with Florida Power & Light applicable to the Matanzas Woods Parkway.**

- 4. Airspace Agreement with Florida Department of Transportation dated January 31, 2005.**

- 5. FDOT Local Agency Program Agreement, dated November 5, 2007, with FPN: 411959-2-18-01.**

- 6. FDOT Local Agency Program Agreement, dated October 26, 2009, with FPN: 411959-2-28-01.**

- 7. FDOT Joint Participation Agreement, dated November 25, 2014, with FPN: 411959-2-58-01.**

EXHIBIT "D"

ACCESS ROADS FROM RETAINED COUNTY PROPERTY INTO MATANZAS WOODS PARKWAY

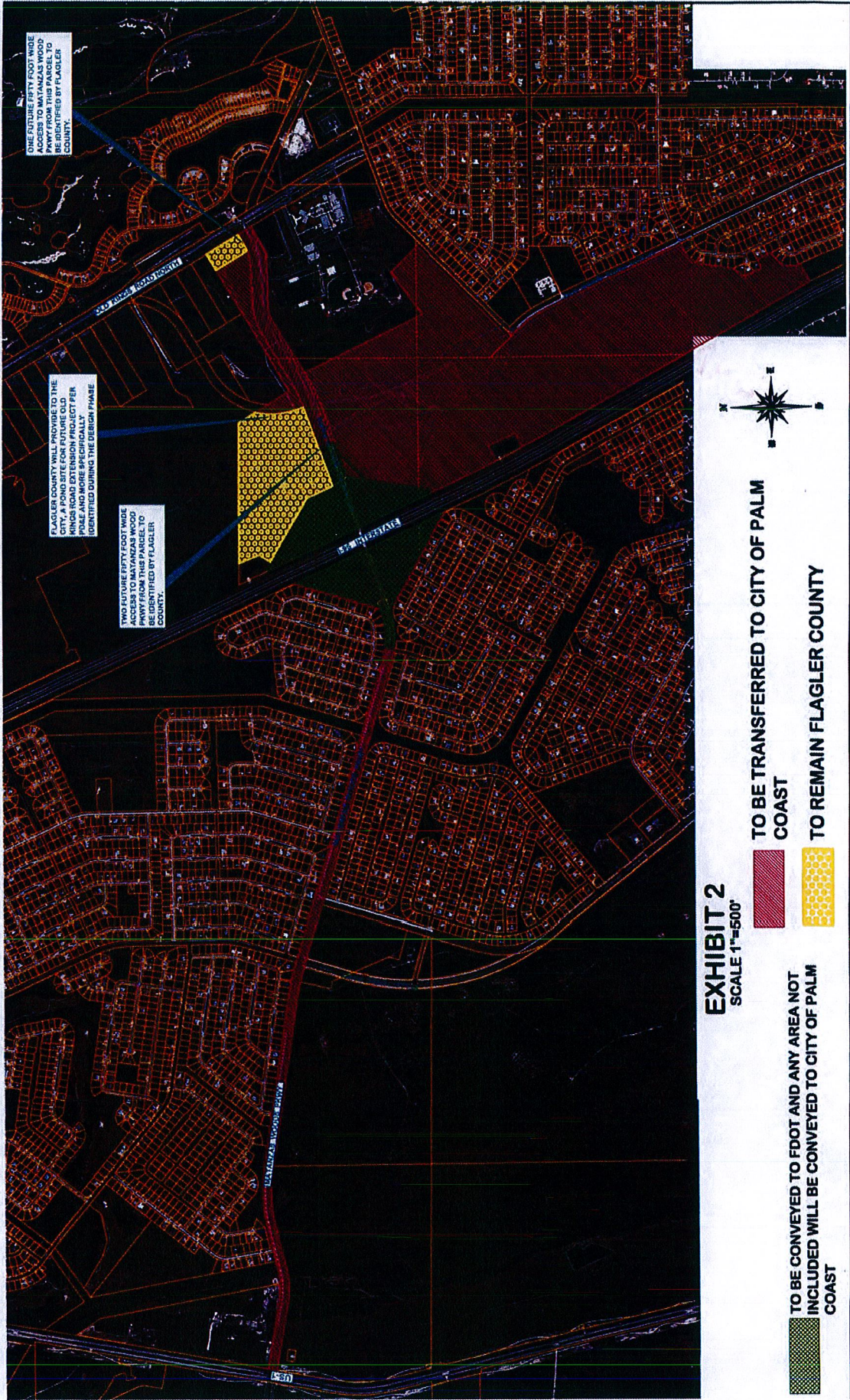
In accordance with the City of Palm Coast/Flagler County Interlocal Agreement for County Transportation Impact Fees recorded on August 9, 2013, at Official Records Book 1959 Page 25, the County retained the right to build three fifty-foot wide access driveways into Matanzas Woods Parkway as depicted on Exhibit 2 of that Interlocal Agreement, a copy of which is attached hereto and incorporated by reference. (The original of Exhibit 2 is at Official Records Book 1959 Page 38.)

Two of the access driveways are to originate from the County's retained property which is presently part of the parcel identified by Property Appraiser Parcel Identification Number 26-10-30-0000-01020-00010. The balance of the property within said parcel number has been transferred to the City on even date herewith. Subsequent to this transaction the Property Appraiser will assign another Parcel Identification Number to this remnant property retained by the County and that number so assigned shall be applicable to the future administration of this obligation.

The third access road is to originate from the County's other retained property which is presently part of the parcel identified by Property Appraiser Parcel Identification Number 25-10-30-0000-01020-00050. The balance of the property within said parcel number has been transferred to the City on even date herewith. Subsequent to this transaction the Property Appraiser will assign another Parcel Identification Number to this particular remnant property retained by the County and that number so assigned shall be applicable to the future administration of this obligation.

For the three access roads to be built into Matanzas Woods Parkway, this Agreement shall constitute a right of way permit from the City to the County to construct such roads subject to FDOT standards for driveway road connections for the Parkway's street classification. The County shall be responsible for any signage or markings for the connections and shall construct and install the improvements and avoid impacts to utilities within the right of way of Matanzas Woods Parkway according to the Right of Way Utilization Guide. The County shall be responsible for stormwater/environmental permitting related to the driveway connections. The County shall provide the City with its proposed plans for the roadway access for comment by the City. Having provided the land adjoining and a part of the right of way for the Matanzas Woods Parkway, the County shall not be liable for any City fees for constructing the driveway connections.

The obligation contained on Exhibit 2 for the County to provide the City with a pond site in connection with the Old Kings Road Extension Project per the PD&E is no longer needed. The design and permitting of the second phase of the Old Kings Road Extension between Matanzas Woods Parkway to Old Kings Road has been completed and the future need of the pond site has been negated by virtue of associated permits, St. Johns River Water Management District Permit No. 83039-5 and US Army Corps of Engineers Permit No. SAJ-2014-02975.





ONE FUTURE FIFTY FOOT WIDE ACCESS FROM THIS PARCEL TO BE IDENTIFIED BY FLAGLER COUNTY.

FLAGLER COUNTY WILL PROVIDE TO THE CITY A ROAD EXTENSION PROJECT PER POLE AND MORE SPECIFICALLY IDENTIFIED DURING THE DESIGN PHASE

TWO FUTURE FIFTY FOOT WIDE ACCESS TO MATANZAS WOOD IDENTIFIED BY FLAGLER COUNTY.

EXHIBIT 2
SCALE 1"=500'

-  TO BE TRANSFERRED TO CITY OF PALM COAST
-  TO REMAIN FLAGLER COUNTY

TO BE CONVEYED TO FDOT AND ANY AREA NOT INCLUDED WILL BE CONVEYED TO CITY OF PALM COAST

Handwritten signature and initials

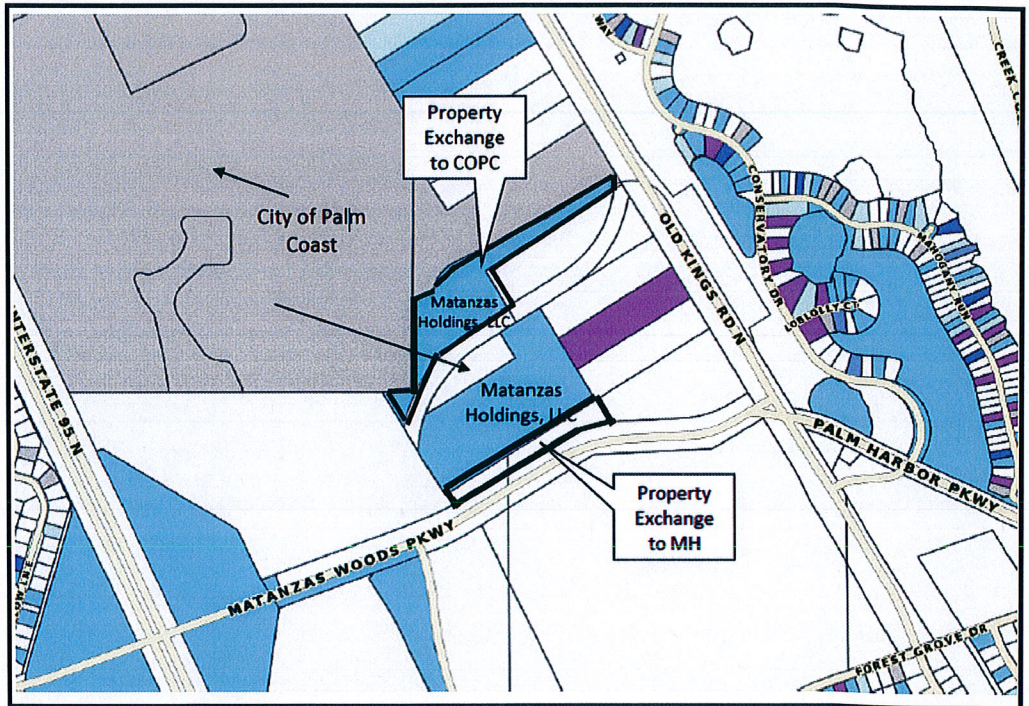
**FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
CONSENT / AGENDA ITEM # 7e**

SUBJECT: Consideration of Property Exchange Between the City of Palm Coast and Matanzas Holdings, LLC for Previously Owned County Land Deeded to the City.

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: The City of Palm Coast in a letter dated February 20, 2017 is seeking approval to transfer (exchange) previously owned County land that was deeded to the City as part of a prior agenda item tonight. The exchange would be between the City of Palm Coast and Matanzas Holdings, LLC to facilitate the development of a neighborhood shopping center in the immediate area.

According to the City's request, the City would receive property (+/- 9.13-acres) from the developer for right-of-way and stormwater retention for the future Old Kings Road extension north of Matanzas Woods Parkway. In exchange, the City would transfer Parcel 8 (+/- 2.92-acres) and a portion of Parcel 9 (estimated less than +/- 4-acres), which would be transferred to the City as part of the draft Interlocal Agreement, as well as Parcel 5 (+/- 2.41-acres), which is already City-owned and is not subject to the draft Interlocal Agreement. There will be no net proceeds from the sale or transfer (exchange) of the property. This property exchange would benefit both Palm Coast and Flagler County through increased taxable property values related to the developable land.



In accordance the Interlocal Agreement between the County and the City of Palm Coast for County Transportation Impact Fees, dated August 9, 2013, and recorded in Official Records Book 1959, Page 25, of the Public Records of Flagler County, Section 4d of the Agreement, the County must provide written approval to the City to allow for the transfer of property associated with the Matanzas Woods Parkway and Old Kings Roadway Extension transaction from the City to another party. Further, the agreement provides that any net proceeds generated from the property will be paid to the County.

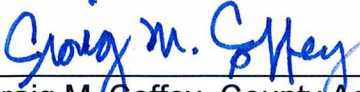
FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Administration, Craig Coffey (386) 313-4001

RECOMMENDATION: Request the Board approve the property exchange between the City of Palm Coast and Matanzas Holdings, LLC and authorize the County Administrator to execute the letter of approval.

ATTACHMENTS:

1. Draft Letter Approving the Property Exchange
2. Letter from the City of Palm Coast dated February 20, 2017



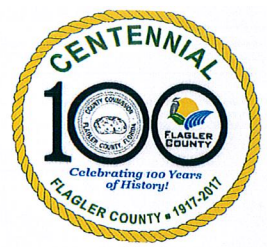
Craig M. Coffey, County Administrator



Date



Administration
1769 E. Moody Blvd Bldg 2
Bunnell, FL 32110
Phone: 386-313-4001



March 20, 2017

Attachment 1

Jim Landon
City Manager
City of Palm Coast
160 Lake Avenue
Palm Coast, Florida 32164

Re: Approval of the Property Exchange with Matanzas Holdings, LLC

Dear Mr. Landon:

In follow up to your request dated February 20, 2017, please be advised that on March 20, 2017, the Flagler County Board of County Commissioners approved the property exchange as depicted in the attached document to Matanzas Holdings, LLC, a third party, for the development of a neighborhood shopping center in the immediate area.

This action was taken in accordance with the Interlocal Agreement for County Transportation Impact Fees, dated August 9, 2013, and recorded in Official Records Book 1959, Page 25, of the Public Records of Flagler County, Florida. In accordance with Section 4d of the Agreement, the County must provide written approval to the City to allow for the transfer of property associated with the Matanzas Woods Parkway and Old Kings Roadway Extension transaction from the City to another party. Further, the agreement provides that any net proceeds generated from the property will be paid to the County.

Please feel free to contact me should you have any questions.

Sincerely,

Craig Coffey
County Administrator

Attachment –Letter Dated February 20, 2017

Charles Ericksen, Jr.
District 1

Greg Hansen
District 2

David Sullivan
District 3

Nate McLaughlin
District 4

Donald O'Brien Jr.
District 5



City of PALM COAST

Administrative Services & Economic Development
Central Services Division

Attachment 2

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

February 20, 2017

SENT ELECTRONICALLY

Sally A. Sherman, Deputy County Administrator
Flagler County
1769 E. Moody Blvd Bldg 2
Bunnell, FL 32110

Re: ROW Transfer and Property Exchange Request

Dear Ms. Sherman:

Per our previous discussions, I am writing this letter to request written consent of Flagler County to allow transfer of property to Matanzas Holdings, LLC, a third party, to enable development of a neighborhood shopping center. As part of this exchange, the City would receive property (+/- 9.13-acres) from the developer for right-of-way and stormwater retention for the future Old Kings Road extension north of Matanzas Woods Parkway. In exchange, the City would transfer Parcel 8 (+/- 2.92-acres) and a portion of Parcel 9 (estimated less than +/- 4-acres), which would transferred to the City as part of the draft Interlocal Agreement, as well as Parcel 5 (+/- 2.41-acres), which is already City-owned and NOT subject to the draft Interlocal Agreement. There will be no net proceeds from the sale or transfer of the property. This transfer would benefit both Palm Coast and Flagler County through increased taxable property values. In addition, the residents of this area would benefit from neighborhood shopping opportunities currently not available in the immediate area.

I have attached multiple exhibits for your use in reviewing this request: 1) Conceptual Development Plan, 2) Map and Description of Estimated Parcel 8 City Transfer, 3) Map and Description of Estimated Parcel 9 City Transfer, and 4) Map and Description of Proposed Parcel 1 and 2 Parcel Developer Property Transfer. From our previous discussions, I understand Flagler County would consider this request simultaneous with consideration of the final transfer documents at an upcoming Flagler County Board of County Commissioners meeting. Please let me know at your earliest convenience when this matter will come before the Flagler County Board of County Commissioners.



please recycle

palmcoastgov.com

Thank you in advance for your attention to this matter. Feel free to contact me with any questions.

Sincerely,

A handwritten signature in cursive script that reads "Beau Falgout". The signature is written in black ink and is positioned to the left of the typed name.

Beau Falgout
Administrative Services and Economic Development Director

Enclosures

cc: Jim Landon, City Manager
William Reischmann, City Attorney
Craig Coffey, County Administrator

SCHEDULE "A"

DESCRIPTION:


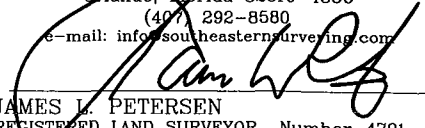
A portion of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida, being more particularly described as follows:

Commence at the intersection of the Easterly right of way line of Interstate 95 and the Southerly right of way line of Matanzas Woods Parkway per Florida Department of Transportation Right of Way Map Section 73001, Financial Project Number 411959-2; thence North 19°57'04" West, a distance of 216.00 feet along said Easterly right of way line of Interstate 95 to the Northerly right of way line of said Matanzas Woods Parkway; thence along said Northerly right of way line the following two (2) courses and distances, North 70°02'56" East, a distance of 986.76 feet to a point of curvature of a curve concave Northwesterly, having a radius of 1899.89 feet and a central angle of 08°57'03"; thence Northeasterly along the arc of said curve a distance of 296.81 feet to the POINT OF BEGINNING; thence departing said Northerly right of way line, North 31°37'51" West, a distance of 81.88 feet to the Northerly line of those lands described in Official Record Book 1223, Page 1893, of the Public Records of Flagler County, Florida; thence North 58°22'09" East, a distance of 1850.50 feet along said Northerly line to a line 249.50 feet West of and parallel with the Westerly right of way line of Old Kings Road, per Official Record Book 640, Page 899; thence South 31°37'53" East, a distance of 488.29 feet along said parallel line to a point on the aforementioned Northerly right of way line of Matanzas Woods Parkway, said point lying on a non-tangent curve concave Northerly, having a radius of 700.00 feet, a central angle of 19°04'35" and a chord bearing of South 77°51'06" West; thence along said Northerly right of way line, the following five (5) courses and distances, from a tangent bearing South 68°18'48" West, Westerly 233.06 feet along the arc of said curve to a point of tangency; thence South 87°23'23" West, a distance of 466.80 feet to a point of curvature of a curve concave Southerly, having a radius of 800.00 feet and a central angle of 29°01'15"; thence Westerly along the arc of said curve a distance of 405.21 feet to a point of tangency; thence South 58°22'08" West, a distance of 745.05 feet to a point of curvature of a curve concave Northwesterly, having a radius of 1899.89 feet and a central angle of 02°43'45"; thence Southwesterly along the arc of said curve a distance of 90.49 feet to the POINT OF BEGINNING.

Containing 7.73 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the North line of Parcel 800, as described in Official Record Book 2093, Page 1437, being South 70°02'56" West.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

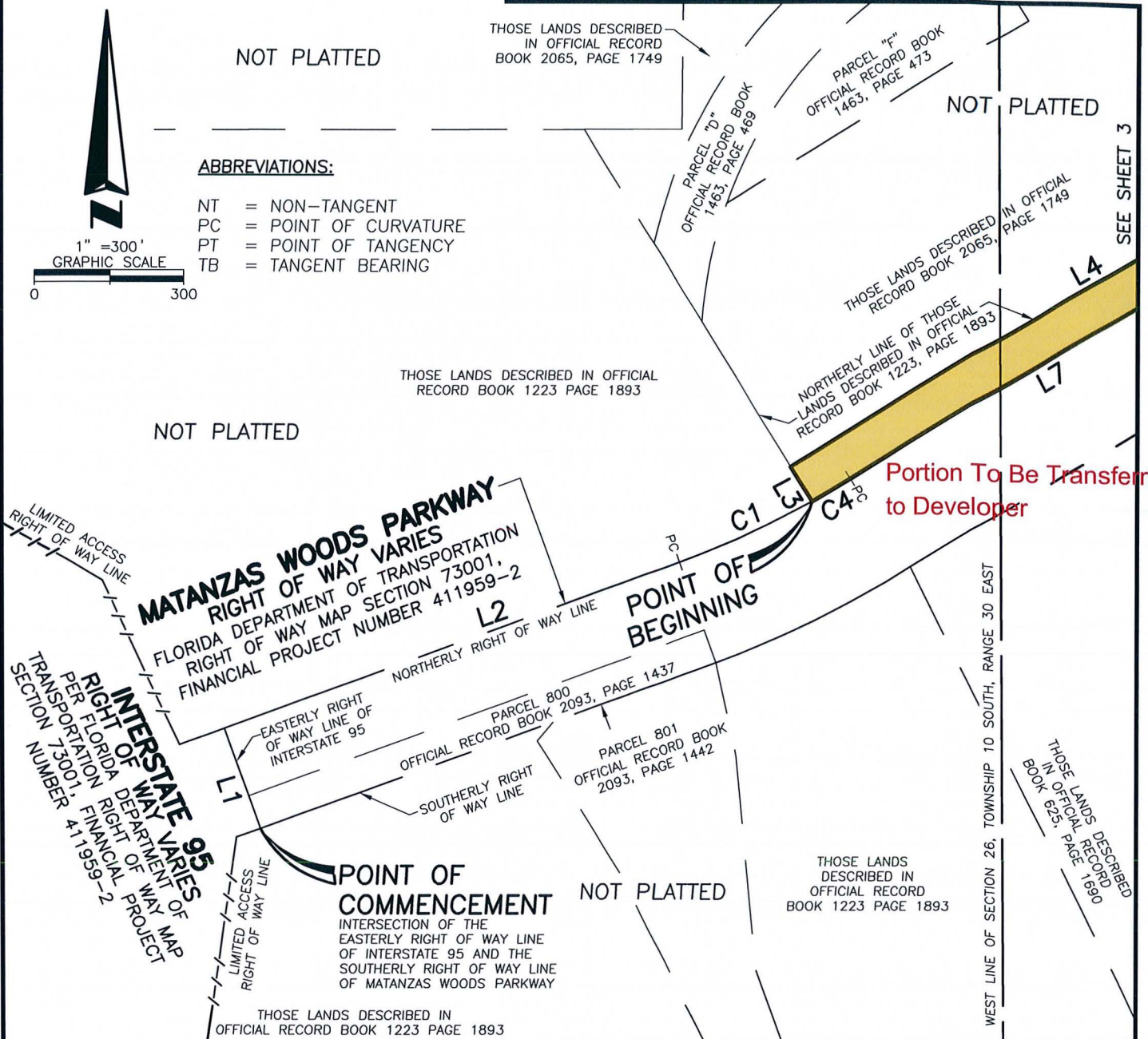
| | | | | | |
|---|--|--|--|--|--|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: September 26, 2016 EC | | Certification Number LB2108 56602010 | | |
| | Job Number: 56602 | Scale: 1" = 300' |  SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 6500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com | | |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. | | | | |
| SHEET 1 OF 3 SEE SHEETS 2-3 FOR SKETCH | |  JAMES L. PETERSEN REGISTERED LAND SURVEYOR Number 4791 | | | |

SKETCH OF DESCRIPTION



ABBREVIATIONS:

- NT = NON-TANGENT
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING



Portion To Be Transferred to Developer

CURVE TABLE

| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
|---------|----------|----------|---------|---------------|----------------|
| C1 | 1899.89' | 8°57'03" | 296.81' | N65°34'25"E | 296.51' |
| C4 | 1899.89' | 2°43'45" | 90.49' | S59°44'01"W | 90.48' |

LINE TABLE

| LINE # | BEARING | LENGTH |
|--------|-------------|----------|
| L1 | N19°57'04"W | 216.00' |
| L2 | N70°02'56"E | 986.76' |
| L3 | N31°37'51"W | 81.88' |
| L4 | N58°22'09"E | 1850.50' |
| L7 | S58°22'08"W | 745.05' |



SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
 6500 All American Boulevard
 Orlando, Florida 32810-4350
 (407) 292-8580
 Certification Number LB2108

Drawing No. 56602010
 Job No. 56602
 Date: SEPTEMBER 26, 2016
 SHEET 2 OF 3
 See Sheet 1 for Description

THIS IS NOT A SURVEY.
 NOT VALID WITHOUT SHEET 1 THROUGH 3 e-mail: info@southeasternsurveying.com

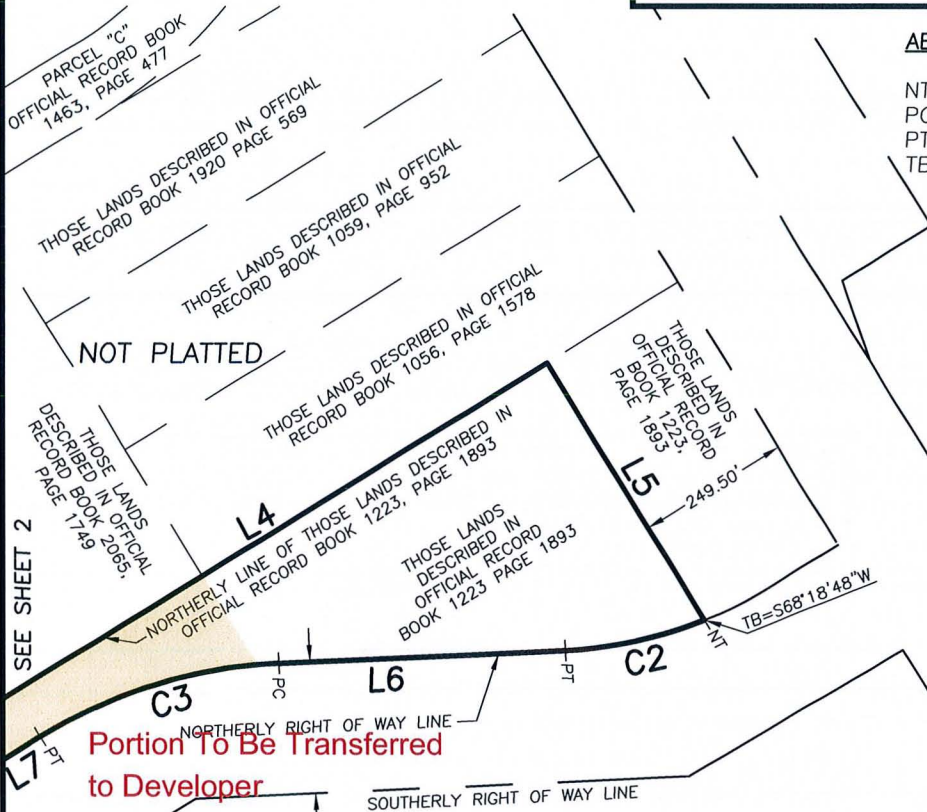
SKETCH OF DESCRIPTION

ABBREVIATIONS:

- NT = NON-TANGENT
- PC = POINT OF CURVATURE
- PT = POINT OF TANGENCY
- TB = TANGENT BEARING



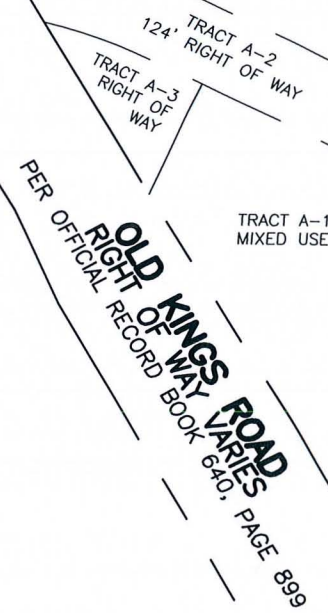
CONSERVATORY AT
HAMMOCK BEACH
MAP BOOK 34,
PAGES 78-101



MATANZAS WOODS PARKWAY
RIGHT OF WAY VARIES
FLORIDA DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY MAP SECTION 73001,
FINANCIAL PROJECT NUMBER 411959-2

THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 625, PAGE 1690

NOT PLATTED



| CURVE TABLE | | | | | |
|-------------|---------|-----------|---------|---------------|----------------|
| CURVE # | RADIUS | DELTA | LENGTH | CHORD BEARING | CHORD DISTANCE |
| C2 | 700.00' | 19°04'35" | 233.06' | S77°51'06"W | 231.99' |
| C3 | 800.00' | 29°01'15" | 405.21' | S72°52'46"W | 400.89' |

| LINE TABLE | | |
|------------|-------------|----------|
| LINE # | BEARING | LENGTH |
| L4 | N58°22'09"E | 1850.50' |
| L5 | S31°37'53"E | 488.29' |
| L6 | S87°23'23"W | 466.80' |
| L7 | S58°22'08"W | 745.05' |

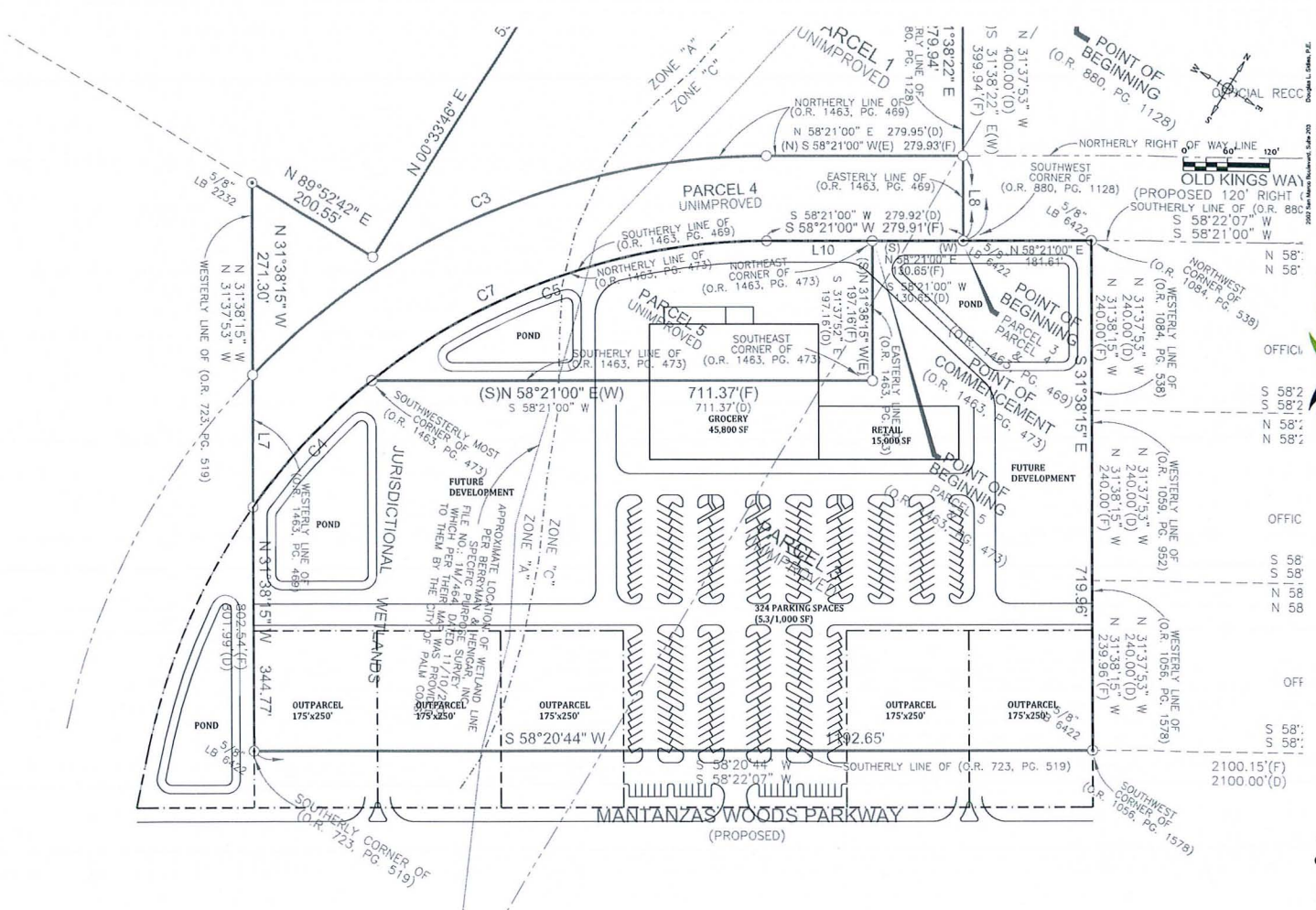


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AND MAPPING CORPORATION
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Orlando, Florida 32810-4350
(407) 292-8580

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e-mail: info@southeasternsurveying.com

Drawing No. 56602010
Job No. 56602
Date: SEPTEMBER 26, 2016
SHEET 3 OF 3
See Sheet 1 for Description

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 3



2022 San Marcos Survey, S.M. 202
 Jacksonville, Florida 32207
 www.envisoninc.com
 904.331.9414



Matanzas Woods Retail Center
 Palm Coast, Florida

September 16, 2025
 Overall Site Plan
 C-1.0

PL. 100, 11000

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

SUBJECT: Consideration of Granting a Non-Exclusive Utility Easement Agreement to the City of Palm Coast for Water and Sewer Lines to Support the Florida Army National Guard Development and Future Airport Development

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval to grant a non-exclusive utility easement Agreement to the City of Palm Coast for water and sewer lines. This agreement will support the utility line needs for the Florida Army National Guard project as well as development on the south side of the Flagler Executive Airport. The underground water and sewer lines have been installed and are located in the proposed easement area. The easement is lying parallel to the centerline of Airport Executive Drive, beginning at the centerline and extending forty feet (40') southward.

This agreement is in keeping with the Interlocal Agreement dated June 18, 2015 and recorded at Flagler County Official Records, Book 2088, Page 124 (the "Interlocal Agreement") to provide for the development of the Flagler Executive Airport and nearby properties.

FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Administration, Craig Coffey (386) 313-4001

RECOMMENDATION: Request the Board approve the granting of a 40-foot non-exclusive utility easement agreement to support the water and sewer lines located on the south side of Airport Executive Drive and authorize the Chair to execute the agreement as approved to form by the County Attorney and approved by the County Administrator.

ATTACHMENTS:

1. Non-Exclusive Utility Easement Agreement



Craig M. Coffey, County Administrator



Date

Prepared By/Record and Return To:
Albert J. Hadeed, Esquire
Flagler County Attorney's Office
1769 East Moody Boulevard
Building 2, Suite 303
Bunnell, Florida 32110

GRANT OF NON-EXCLUSIVE UTILITY EASEMENT AGREEMENT

THIS NON-EXCLUSIVE UTILITY EASEMENT AGREEMENT (the "Agreement") is made this ____ day of _____, 2017, between **FLAGLER COUNTY, FLORIDA**, a political subdivision of the State of Florida, whose address is 1769 East Moody Boulevard, Building 2, Suite 302, Bunnell, Florida 32110 ("Grantor"), and the **CITY OF PALM COAST, FLORIDA**, a municipal corporation of the State of Florida, whose address is 160 Lake Avenue, Palm Coast, Florida 32164 ("Grantee").

WITNESSETH:

WHEREAS, Grantor is the owner of that certain real property located in Flagler County, Florida, known as Airport Executive Drive, as more particularly described in **Exhibit "1"** attached hereto and incorporated herein by this reference (the "Grantor Parcel"); and

WHEREAS, Grantor and Grantee have entered into that certain Interlocal Agreement dated June 18, 2015 and recorded at Flagler County Official Records, Book 2088, Page 124 (the "Interlocal Agreement") to provide for the development of the Flagler Executive Airport and nearby properties consistent with the Airport Master Plan,; and

WHEREAS, the Section 4 of the Interlocal Agreement requires Grantor to grant to Grantee an easement for the construction, operation, maintenance, repair and replacement of utility lines, including a water line and a sewer line (collectively, the "Water and Sewer Improvements") located on a portion of the Grantor Parcel (the "Utility Easement"); and

WHEREAS, Grantor and Grantee have determined that it is in the best interests for County to grant, and Grantee to accept, a non-exclusive perpetual Utility Easement on the Grantor Parcel, over the entire 80 feet width of Airport Executive Drive, beginning at said Belle Terre Parkway and ending at the Iroquois Canal, which is more particularly described in the attached Exhibit "1" (hereafter referred to as the "Easement Property"); and

WHEREAS, the parties desire to memorialize the terms of the aforementioned Utility Easement in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the following grants, agreements and covenants and restrictions are made:

1. **RECITALS.** The above recitals are true and correct and are incorporated herein by this reference.

2. **GRANT OF EASEMENT.** Subject to the terms and conditions hereinafter provided, Grantor hereby grants to Grantee, its successors and assigns, a non-exclusive perpetual Utility Easement over, under and upon the Easement Property, with all right and authority of ingress and egress over, upon and across the Easement Property at all times for purposes of construction, operation, maintenance, repair, and replacement of Grantee's Water and Sewer Improvements.

3. **LIMITATION OF EASEMENT.** This Easement Agreement is given by Grantor to Grantee solely for utilities purposes described in Paragraph 2 above and for no other purpose.

4. **RESERVATION OF RIGHTS BY GRANTOR.** Grantor reserves unto itself the right and privilege to use the Grantor Parcel for any purpose not incompatible with the Utility Easement granted hereby, provided that such reserved rights do not obstruct or interfere with the purposes of Grantee's Utility Easement and rights herein granted.

5. **MAINTENANCE AND REPAIRS OF EASEMENT PROPERTY.** After any installation, construction, repair, replacement or removal of any utility lines or equipment as to which easement rights are granted, Grantee shall refill any holes or trenches in a proper and workmanlike manner to the condition existing prior to such installation, construction, repair, replacement or removal, including but not limited to, the restoration of sod, landscaping, planting, pavement or other surface improvements which are required to be removed in connection with installation, construction, repair, replacement or removal of utility lines or equipment. To the extent permitted by law, Grantee shall be responsible for damage to improvements that are caused by Grantee's negligence.

6. **INDEMNIFICATION.** Subject to the limits of liability set forth in Section 768.28, Fla. Stat., Grantee covenants and agrees to defend, protect, indemnify and hold harmless Grantor, its elected officials, employees and other representatives ("Indemnitees") from and against all claims, including any actions or proceedings brought thereon, and all costs, losses, expenses and liability (including reasonable attorney's fees and costs of suit) arising from or as a result of the injury to or death of any person, or damage to the property of any person which shall occur as a result of the exercise of the Utility Easements and rights herein granted, except for claims caused by the negligence or willful act or omission of the Indemnitees, their agents, servants or employees.

7. **RUNNING OF BENEFITS AND BURDENS.** All provisions of this instrument, including the benefits and burdens, run with the land and are binding upon and inure to the successors and assigns of the parties hereto.

8. **ENFORCEMENT; ATTORNEY'S FEES.** In the event of any default under this instrument, the party not in default shall be entitled to any and all remedies available at law

or in equity, including but not limited to an injunction or specific performance. Any party which prevails in any such litigation to enforce the provisions hereof shall recover as part of its costs a reasonable attorneys' fee, together with such other costs and expenses as the court deems appropriate.

9. **CONSTRUCTION.** The rule of strict construction does not apply to this Agreement. This Agreement shall be given a reasonable construction so that the intention of the parties to confer a commercially usable right of enjoyment on each party is carried out.

10. **NOTICE.** The addresses of Grantor and Grantee are as set forth in the initial paragraph. Any party may give written notice of change of address to the others. All notices shall be sent by U.S. registered mail to the addresses provided for in this paragraph or to the last known address and shall be deemed given when placed in the mail.

11. **NO THIRD PARTY BENEFICIARIES.** This Agreement is granted only for the benefit of Grantor and Grantee and is not intended for the use or benefit of any person or entity other than those set forth above.

12. **ENTIRE AGREEMENT; AMENDMENT.** The parties hereto agree that the entire agreement between the parties with respect to the Utility Easements is set forth in this Agreement. This Agreement may be amended only by an instrument in writing and signed by Grantor and Grantee.

13. **WAIVER.** No waiver of any of the provisions hereof shall be effective unless it is in writing and signed by the party against whom the waiver is asserted. Any such written waiver shall be applicable only to the specific instance to which it relates and shall not be deemed to be a continuing waiver or waiver of any future matter.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, Grantor has hereunto set their hands and seals the day and year first above written.

ATTEST:

FLAGLER COUNTY

Tom Bexley, Clerk of the Circuit Court
and Comptroller

BY: Nate McLaughlin, Chair
County Board of Commissioners

Date: _____

Approved as to form and legality.

Al Hadeed, County Attorney

[Signatures Continue on Next Page]

IN WITNESS WHEREOF, Grantee has hereunto set their hands and seals the day and year first above written

ATTEST:

CITY OF PALM COAST, FLORIDA

Virginia A. Smith, City Clerk

BY: Milissa Holland, Mayor

Date: _____

Approved as to form and legality.

William E. Reischmann, Jr., City Attorney

}
}

Exhibit "1"

Legal Description of the Grantor Parcel and Easement Property

Exhibit 1

Sketch of Legal Description Only
Lying in Section 19, Township 12 South,
Range 31 East, Flagler County, Florida
- South Entrance Road through
the National Guard Parcel -

Notes:

1. Bearings hereon are based on an assumed value of North 54°27'36" East, for the computed line between the Primary and Secondary Airport Control Points "Flagport 1988" and "Flagport At Mk", said bearing is identical with the published State Plane Coordinates for the Florida East Zone.

P.O.C.

NORTHWEST CORNER OF RESERVED PARCEL E-3 OF LUGUNA FOREST - SECTION 64 SEMINOLE WOODS AT PALM COAST, PLAT BOOK 18, PAGES 36-43 U.S. NAVY 15'

FLAGLER COUNTY AIRPORT

P.O.B.

NORTHEAST CORNER OF SECTION 19, TOWNSHIP 12 SOUTH, RANGE 31 EAST, FLAGLER COUNTY, FLORIDA (CONCRETE MONUMENT FOUND MARKED "TRAYONIER")

IROQUOIS WATERWAY

NATIONAL GUARD

| LINE | LENGTH | BEARING |
|------|--------|-------------|
| L1 | 40.00' | S60°52'48"E |
| L2 | 40.00' | S60°52'48"E |
| L3 | 40.00' | S11°52'05"E |
| L4 | 40.00' | S11°52'05"E |
| L5 | 40.00' | S11°52'05"E |
| L6 | 40.00' | N11°52'05"W |
| L7 | 40.00' | S04°51'57"E |
| L8 | 40.00' | S04°51'57"E |
| L9 | 40.00' | S04°51'57"E |
| L10 | 40.00' | S04°51'57"E |
| L11 | 40.00' | S13°39'48"E |
| L12 | 40.00' | S13°39'48"E |
| L13 | 40.00' | S13°40'18"E |
| L14 | 40.00' | S13°40'18"E |

| CURVE | RADIUS | ARC | TANGENT | CENTRAL ANGLE | CHORD | CHORD BEARING |
|-------|---------|---------|---------|---------------|---------|---------------|
| C1 | 840.00' | 718.54' | 382.81' | 49°00'41" | 698.84' | S53°37'35"W |
| C2 | 840.00' | 68.05' | 33.08' | 7°00'28" | 98.00' | S81°38'09"W |
| C3 | 480.00' | 70.88' | 35.41' | 8°48'11" | 70.81' | S80°44'17"W |
| C4 | 540.00' | 82.97' | 41.57' | 9°48'11" | 82.89' | N82°44'17"E |
| C5 | 480.00' | 58.26' | 28.17' | 7°00'28" | 58.23' | N81°38'09"E |
| C6 | 760.00' | 650.11' | 346.44' | 49°00'41" | 630.47' | N53°37'35"E |

Description: (by surveyor) 80' Flagler County Airport South Road Right-of-way through National Guard Parcel

An 80 foot strip of land being a part of lands described in O.R.B. 840, page 887, public records of Flagler County, Florida; being a part of Reserved Parcels E-2 and D-1, per Luguna Forest - Section 64, Seminole Woods at Palm Coast, according to the plat thereof, as recorded in plat book 18, pages 36 through 43, said public records of Flagler County, Florida; being more particularly described as follows:

Commence at the Northwest corner of Reserved Parcel E-3, said Luguna Forest - Section 64, Seminole Woods at Palm Coast, being on the East right-of-way line of Belle Terre Parkway, thence north North 89°01'58" East, along the North line of said Reserved Parcel E-3 and Reserved Parcel D-2, said Luguna Forest - Section 64, Seminole Woods at Palm Coast, a distance of 1968.35 feet; thence South 29°07'14" West, a distance of 172.79 feet to the North line of said Parcel D-1 and the Point-of-Beginning of the herein described parcel; thence North 89°01'58" East, along said North line, a distance of 46.23 feet; thence South 29°07'14" West, a distance of 110.47 feet to the beginning of a tangent curve, concave Northwesterly, having a radius of 840.00 feet, a central angle of 49°00'41" and a chord bearing and distance of South 53°37'35" West - 698.84 feet; thence Southwesterly, along said curve, an arc distance of 718.54 feet to the end of said curve; thence South 78°07'55" West, a distance of 678.54 feet to the beginning of a tangent curve, concave Northerly, having a radius of 540.00 feet, a central angle of 07°00'28" and a chord bearing and distance of South 81°38'09" West - 86.00 feet; thence Southwesterly, along said curve, an arc distance of 68.05 feet to the end of said curve; thence South 85°08'23" West, a distance of 193.06 feet to the beginning of a tangent curve, concave Southerly, having a radius of 480.00 feet, a central angle of 08°48'11" and a chord bearing and distance of South 80°44'17" West - 70.81 feet; thence Southwesterly, along said curve, an arc distance of 70.88 feet to the end of said curve; thence South 76°20'12" West, a distance of 126.77 feet to the said East right-of-way line of Belle Terre Parkway; thence North 13°40'18" West, along the East right-of-way line, a distance of 80.00 feet; thence North 78°20'12" East, a distance of 126.78 feet to the beginning of a tangent curve, concave Southerly, having a radius of 540.00 feet, a central angle of 08°48'11" and a chord bearing and distance of North 80°44'17" East - 82.89 feet; thence Northwesterly, along said curve, an arc distance of 82.97 feet to the end of said curve; thence North 85°08'23" East, a distance of 193.06 feet to the beginning of a tangent curve, concave Northerly, having a radius of 480.00 feet, a central angle of 07°00'28" and a chord bearing and distance of North 81°38'09" East - 58.23 feet; thence Northwesterly, along said curve, an arc distance of 58.26 feet to the end of said curve; thence North 78°07'55" East, a distance of 678.54 feet to the beginning of a tangent curve, concave Northwesterly, having a radius of 760.00 feet, a central angle of 49°00'41" and a chord bearing and distance of North 53°37'35" East - 630.47 feet; thence Northwesterly, along said curve, an arc distance of 650.11 feet to the end of said curve; thence North 29°07'14" East, a distance of 64.12 feet to the North line of said Parcel E-2; thence North 89°01'58" East, along said North line, a distance of 46.23 feet to the said Point-of-Beginning.

Containing 3.500 Acres, more or less.

LEGEND:

- = 4"x4" CONC. MONUMENT FOUND (NO IDENT. UNLESS SHOWN)
- = IRON MARKER FOUND
- = 1/2" IRON ROD SET MARKED
- = WILMILLEN P.S.M. 5469
- = 1/2" IRON ROD SET MARKED
- = WITNESS P.S.M. 5469
- = NAIL & DISK SET FROM PCP
- △ = WILMILLEN P.S.M. 5469
- △ = PLAT
- (M) = MEASURED
- (C) = CALCULATED
- (D) = DELTA (CENTRAL ANGLE)
- R = RADIUS
- A = ARC LENGTH
- P.C. = POINT-OF-CURVATURE
- P.T. = POINT-OF-TANGENCY
- IDENT. = IDENTIFICATION
- (R.B.) = REFERENCE BEARING
- P.O.C. = POINT-OF-COMMENCEMENT
- P.O.B. = POINT-OF-BEGINNING
- P.U.E. = PUBLIC UTILITY EASEMENT
- CH = CHORD



Prepared By:
McMILLEN SURVEYING INC.
Information: 321.426.7777
www.mcmillensurveying.com
10000
Winston, Florida, 32296
Phone: (352) 528-1145
Fax: (352) 529-8771

THE MAP OF THE PROPERTY DESCRIBED HEREIN WAS MADE UNDER MY SUPERVISION AND THE MAP OF SURVEY FURTHER MEETS THE MINIMUM TECHNICAL STANDARDS SET FORTH BY THE STATE OF FLORIDA BOARD OF PROFESSIONAL SURVEYORS & MAPPERS IN CHAPTER 65-17.050, FLORIDA ADMINISTRATIVE CODE PURSUANT TO SECTION 472.022, FLORIDA STATUTES, AND THE MAP OF SURVEY SHOWN HEREIN IS A TRUE AND ACCURATE REPRESENTATION IN ACCORD TO THE BEST OF MY KNOWLEDGE, BEING SUBJECT TO NOTES AND NOTATIONS SHOWN HEREON.

Florida License No. 5469
Certificate of Authorization No. 6821

STEPHEN M. McMILLEN, P.S.M.

NOT VALID WITHOUT THE SIGNATURE & ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR & MAPPER

Professional Surveyor & Mapper

CERTIFIED TO:
COUNTY OF FLAGLER

Scale: 1"=100'
Proj. No. 2011-006b
Drawn: S.M.M.
Chk'd: S.M.M.
Dep. Name: 2011-006b
Signing Date: 09/14/12
Field Book:
Pages:

The Signature of Esplanence

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

SUBJECT: Consideration of Resolution Adopting the 2016 Comprehensive Emergency Management Plan.

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: Staff is seeking Board approval of the updated 2016 Comprehensive Emergency Management Plan (CEMP). Florida Statutes, Chapter 252 requires an update and review process every four years for each County's CEMP. Flagler County submitted its draft updated CEMP for review in August 2016 to the State. The County complied with all requirements and received a compliance letter on December 23, 2016 (Attachment 3) from the Florida Division of Emergency Management. The last requirement to complete the review is the Board's acceptance of the CEMP, the adoption of the related resolution (Attachment 1) and the Chair's execution of the attached promulgation letter (Attachment 2).

A CEMP is the document that establishes the framework to ensure Flagler County will be adequately prepared to respond to and recover from various natural and man-made disasters that threaten Florida. The CEMP outlines the roles and responsibilities of all government entities and non-governmental entities before, during and after a disaster. Florida Statutes, Chapter 252 requires all counties to develop a Comprehensive Emergency Management Plan (CEMP) and a program that is coordinated and consistent with the State Emergency Management Plan and system. The CEMP coordinates response and recovery operations with volunteer organizations, the local business community, faith-based organizations and other civic groups. Additionally, the CEMP unifies the efforts of these groups to more efficiently minimize the impacts to the community during a disaster. The CEMP also addresses how State and Federal resources will be coordinated to supplement local resources in disaster response.

The CEMP is available electronically on line at Flagler County 2016 CEMP. (www.flagleremergency.com/cemp)

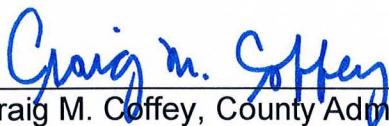
DEPT./CONTACT/PHONE #: Emergency Management, Steve Garten (386) 313-4240

RECOMMENDATION: Request the Board approve the Resolution adopting the Comprehensive Emergency Management Plan and authorize the Chair to sign the Promulgation Letter.

ATTACHMENTS:

1. Proposed Resolution
2. Promulgation Letter
3. Letter from Florida Division of Emergency Management
4. 2016 CEMP

)
)


Craig M. Coffey, County Administrator


Date

Resolution 2017 -- _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ADOPTING THE COMPREHENSIVE EMERGENCY MANAGEMENT PLAN FOR FLAGLER COUNTY

WHEREAS, Section 252.35(2), Florida Statutes, authorizes and empowers the State Division of Emergency Management (“Division”) to promulgate rules and regulations to carry out the provisions of the State Emergency Management Act in accordance with provisions of Chapter 120, F.S; and

WHEREAS, the Division has, under Section **27P-6.0023** of the Florida Administrative Code, promulgated standards and requirements for local and inter-jurisdictional disaster plans pursuant to the authority granted under Section 252.35(2), Florida Statutes; and

WHEREAS, Flagler County, pursuant to the above requirements, has revised the Comprehensive Emergency Management Plan, which has been reviewed and approved by the Division, and will become effective only upon adoption by the Board of County Commissioners; and

WHEREAS, the Board of County Commissioners of Flagler County has determined the adoption of the approved Comprehensive Emergency Management Plan will promote the health, safety and welfare of the citizens, property and environment of Flagler County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA that the Comprehensive Emergency Management Plan, incorporated herein by reference is hereby adopted.

Duly adopted in regular session this 20th day of March, 2017

**FLAGLER COUNTY
BOARD OF COUNTY COMMISSIONERS**

ATTEST:

Nate McLaughlin, Chair

Tom Bexley, Clerk and of the Circuit Court and Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

Letter of Promulgation

Approval Date: February 20th, 2016

To: Officials, Employees, and Citizens of Flagler County, Florida

The preservation of life, property and the environment is an inherent responsibility of local, state and federal government as well as the individual. Flagler County, in cooperation with the County's constitutional officers, non-governmental organizations, the private sector and non-profit agencies, have prepared this Comprehensive Emergency Management Plan (CEMP) to ensure the most effective allocation of resources for the protection of people and property in time of emergency.

While no plan can completely prevent injuries and damage, good plans carried out by knowledgeable and well-trained personnel can reduce losses. This plan establishes the emergency organization, assigns responsibilities, specifies policies, and provides for coordination of planning efforts of the various emergency staff and service elements using the Emergency Support Function concept (ESF), the National Incident Management System (NIMS), and the Incident Command System (ICS).

The objective of this plan is to incorporate and coordinate the facilities and personnel of the County and its subsidiaries into an efficient organization capable of responding effectively to an emergency.

This CEMP is an extension of the State Comprehensive Emergency Management Plan. The County will periodically review and exercise the plan and revise it as necessary to meet changing conditions.

The Flagler County Board of County Commissioners gives its full support to this plan and urges all officials, employees and the citizens to do their part in the total emergency preparedness effort.

This letter promulgates the Flagler County Comprehensive Emergency Management Plan, constitutes the adoption of the plan, and the adoption of NIMS. This emergency plan becomes effective upon approval of the Board of County Commissioners.

Nate McLaughlin
Chair, Board of County Commissioners



STATE OF FLORIDA

DIVISION OF EMERGENCY MANAGEMENT

RICK SCOTT
Governor

BRYAN W. KOON
Director

December 23, 2016

Mr. Stephen Garten, Director
Flagler County Emergency Management
1769 E. Moody Blvd, Building 3
Bunneil, Florida 32110

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Dear Director Garten:

In accordance with the provisions of Rule Chapter 27P-6 Florida Administrative Code (FAC), the Florida Division of Emergency Management (FDEM) has completed its review of the Flagler County Comprehensive Emergency Management Plan (CEMP). The review team has determined that your plan meets the CEMP compliance criteria. We hope that the comments and discussions the review team had with you and your staff during the review will assist you in future planning efforts and enhance the update of your CEMP.

The approved plan must now be adopted by resolution by the governing body of the jurisdiction within 90 days in accordance with Rule 27P-6.006(11) FAC. You must forward a copy of the adoption resolution and an electronic copy of the adopted plan to FDEM to complete compliance. Failure to adopt the plan by resolution within 90 days will result in a letter of non-compliance unless an adoption extension is requested in accordance with Rule 27P-6.006(11) FAC.

Mr. Steven Garten
December 23, 2016
Page Two

If you have any questions or need additional information regarding the plan's approval, please contact your interim review team leader, Brian Richardson, at (850) 413-9872 or by email: Brian.Richardson@em.myflorida.com.

Sincerely,



for Linda McWhorter, Chief
Bureau of Preparedness

LM/bkr/md

cc: Barbra Revels, Chairperson of BOCC, Flagler County
Jim Roberts DEM – Regional Coordination Team Manager
Eric Anderson RPC – Representative
Evan Rosenberg, DEM – Recovery Miles Anderson DEM – Mitigation
Novella Tise, DEM – Interim CEMP Planner

FLAGLER COUNTY

COMPREHENSIVE EMERGENCY MANAGEMENT PLAN



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FLAGLER COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN
BASIC PLAN
SECTION 1.0



Stakeholders List

- Flagler County Emergency Services
- Flagler County Board of County Commissioners
- Flagler County Administration
- Flagler County Attorney
- Florida Division of Emergency Management
- Flagler County Fire Rescue Division
- Flagler County Sheriff's Office
- Flagler County General Services Department
- Flagler County Community Services Department
- Flagler County Financial Services Department
- Flagler County Innovation Technology Department
- Flagler County Engineering Department
- Flagler County Growth Management Department
- Flagler Public Works Department
- Flagler County Health Department
- Flagler County School Board
- City of Palm Coast
- City of Flagler Beach
- City of Bunnell
- Town of Beverly Beach
- Town of Marineland
- Northeast Florida Regional Council
- Florida Forest Service
- Flagler Humane Society
- Florida Hospital Flagler
- Flagler County Extension Service
- United Way of Volusia/Flagler
- Florida Wildlife Conservation Commission
- Spectrum
- AT&T
- Florida Power & Light
- Flagler County Mosquito Control
- Florida Department of Transportation
- US Coast Guard Auxiliary
- American Red Cross
- Flagler Habitat for Humanity
- Volusia Flagler County Coalition for the Homeless
- Dunes Community Development District
- Flagler County Airport

Plan Distribution List

| <u>Copy #</u> | <u>Organization Receiving a Copy of the CEMP</u> |
|---------------|--|
| 1. | Flagler County Emergency Management Division (Master) |
| 2. | Flagler County Board of County Commissioners |
| 3. | Flagler County Administration |
| 4. | Florida Division of Emergency Management |
| 5. | Flagler County Fire Rescue Division |
| 6. | Flagler County Sheriff's Office |
| 7. | Flagler County Library |
| 8. | Flagler Beach Library |
| 9. | Flagler Public Works Department |
| 10. | Flagler County Health Department |
| 11. | Flagler County School Board |
| 12. | City of Palm Coast |
| 13. | City of Flagler Beach |
| 14. | City of Bunnell |
| 15. | Town of Beverly Beach |
| 16. | Town of Marineland |
| 17. | Northeast Florida Regional Council |
| 18. | Florida Forest Service |
| 19. | Flagler Humane Society |
| 20. | Florida Hospital Flagler |
| 21. | Flagler County Extension Service |
| 22. | Dunes Community Development District |

An electronic version will be shared with all local elected officials, lead agencies, support agencies, volunteer and non-governmental partners.

Letter of Promulgation

Approval Date: March 3rd, 2016

To: Officials, Employees, and Citizens of Flagler County, Florida

The preservation of life, property and the environment is an inherent responsibility of local, state and federal government as well as the individual. Flagler County, in cooperation with the County's constitutional officers, non-governmental organizations, the private sector and non-profit agencies, have prepared this Comprehensive Emergency Management Plan (CEMP) to ensure the most effective allocation of resources for the protection of people and property in time of emergency.

While no plan can completely prevent injuries and damage, good plans carried out by knowledgeable and well-trained personnel can reduce losses. This plan establishes the emergency organization, assigns responsibilities, specifies policies, and provides for coordination of planning efforts of the various emergency staff and service elements using the Emergency Support Function concept (ESF), the National Incident Management System (NIMS), and the Incident Command System (ICS).

The objective of this plan is to incorporate and coordinate the facilities and personnel of the County and its subsidiaries into an efficient organization capable of responding effectively to an emergency.

This CEMP is an extension of the State Comprehensive Emergency Management Plan. The County will periodically review and exercise the plan and revise it as necessary to meet changing conditions.

The Flagler County Board of County Commissioners gives its full support to this plan and urges all officials, employees and the citizens to do their part in the total emergency preparedness effort.

This letter promulgates the Flagler County Comprehensive Emergency Management Plan, constitutes the adoption of the plan, and the adoption of NIMS. This emergency plan becomes effective upon approval of the Board of County Commissioners.

Nate McLaughlin
Chair, Board of County Commissioners

Implementing Resolution

Resolution 2017 -- _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ADOPTING THE COMPREHENSIVE EMERGENCY MANAGEMENT PLAN FOR FLAGLER COUNTY

WHEREAS, Section 252.35(2), Florida Statutes, authorizes and empowers the State Division of Emergency Management (“Division”) to promulgate rules and regulations to carry out the provisions of the State Emergency Management Act in accordance with provisions of Chapter 120, F.S; and

WHEREAS, the Division has, under Section **27P-6.0023** of the Florida Administrative Code, promulgated standards and requirements for local and inter-jurisdictional disaster plans pursuant to the authority granted under Section 252.35(2), Florida Statutes; and

WHEREAS, Flagler County, pursuant to the above requirements, has revised the Comprehensive Emergency Management Plan, which has been reviewed and approved by the Division, and will become effective only upon adoption by the Board of County Commissioners; and

WHEREAS, the Board of County Commissioners of Flagler County has determined the adoption of the approved Comprehensive Emergency Management Plan will promote the health, safety and welfare of the citizens, property and environment of Flagler County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA that the Comprehensive Emergency Management Plan, incorporated herein by reference is hereby adopted.

Duly adopted in regular session this 3rd day of March 2017

**FLAGLER COUNTY
BOARD OF COUNTY COMMISSIONERS**

ATTEST:

Nate McLaughlin, Chair

Tom Bexley, Clerk and of the Circuit Court and Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

Signed Concurrence

**Flagler County Department of Emergency Services
Comprehensive Emergency Management Plan**

***Signed Concurrence by Flagler County Lead and Support Agencies Accepting
Specified Responsibilities***

The _____ concurs with and supports the Flagler County Comprehensive Emergency Management Plan and assumes responsibilities cited therein. As needed, revisions and changes will be submitted to the Flagler County Emergency Management Division.

Signed: _____
Authorized Representative Signature

Signed: _____
Authorized Representative Printed Name and Title

Date: _____

SECTION 1.0: BASIC PLAN

1.1 *Introduction*

Chapter 252, Florida Statutes (the State Emergency Management Act) requires the preparation and maintenance of this document, the Flagler County Comprehensive Emergency Management Plan (CEMP). The CEMP must be integrated into and coordinated with the emergency management plans and programs of the state and federal government. The CEMP also establishes a framework through which Flagler County and its municipalities prepare for, protect from, respond to, recover from, and mitigate against the impacts of a wide variety of disasters that could adversely affect the health, safety, or general welfare of the citizens of and visitors to Flagler County.

The CEMP is a strategic, operations-oriented plan, addressing coordinated county and inter-county evacuation, shelter, post-disaster response and recovery; rapid deployment and pre-deployment of resources; communications and warning systems; and annual exercises to determine the ability of local governments to respond to emergencies.

The CEMP describes the basic strategies, assumptions, and mechanisms through which the County will mobilize resources and conduct activities to guide and support local emergency management efforts through response and recovery. To facilitate effective intergovernmental operations, the CEMP adopts an approach that follows the Incident Command System and groups functional types of assistance to be provided by the Emergency Support Functions (ESFs). This system serves as the primary mechanism through which state assistance is requested and provided under the overall coordination authority of the State Coordinating Officer (SCO), representing the Division of Emergency Management (DEM) on behalf of the Governor of the State of Florida.

The Flagler County Comprehensive Emergency Management Plan satisfies the plan criteria document (CEMP 001) as set forth by the State of Florida and was written in alignment with the National Response Framework (NRF) and the National Incident Management System (NIMS) as required by Homeland Security Presidential Directive 5 (HSPD-5) and Presidential Policy Directive 8 (PPD-8) National Preparedness Goal. The CEMP also aligns with guidance provided in the National Disaster Recovery Framework.

Comprehensive Emergency Management involves a cycle of phased, coordinated and mutually supporting activities conducted by each level of government before, during, and after an emergency situation, including:

- **Mitigation:** Mitigation efforts help to ensure the residents, visitors and businesses in Flagler County are safe and secure from natural, technological and man-made hazards by reducing the risk and vulnerability before a disaster occurs.
- **Preparedness:** Preparedness activities ensure governments, said agencies within Flagler County as well, residents and visitors are ready to react promptly and effectively during an emergency. Preparedness activities include: obtaining information on threats, planning to prepare an organized response to emergencies,

providing disaster preparedness training for emergencies, and conducting emergency exercises to test plans and training effectiveness.

- **Response:** Response includes those actions that must be carried out when an emergency exists or is imminent. Activities include: notifying key officials and warning the public of emergency situations, activating emergency facilities, mobilizing, deploying, and employing personnel, equipment, and supplies to resolve the emergency situation, and providing emergency assistance to the affected local population.
- **Prevention:** Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.
- **Recovery:** Recovery consists of short and long-term operations. Short-term recovery operations restore vital services, such as electrical power, water, and sewer systems, clear roads in affected areas, and provide emergency assistance to disaster survivors. Disaster relief programs to help restore the personal, social, and economic well-being of private citizens are administered by non-profit disaster relief and charitable organizations, and local, state, and federal disaster relief programs. Long-term recovery focuses on restoring communities to a state of normality by assisting property owners in repairing or rebuilding their homes and businesses and assisting local governments, school districts, and other public non-profit agencies in restoring or reconstructing damaged infrastructure. State, local and non-government organizations administer the provisions of federal and state disaster relief funds to provide for restoration and recovery of vital facilities. Post-disaster mitigation programs may also be implemented during the recovery period.

1.1.1 Purpose

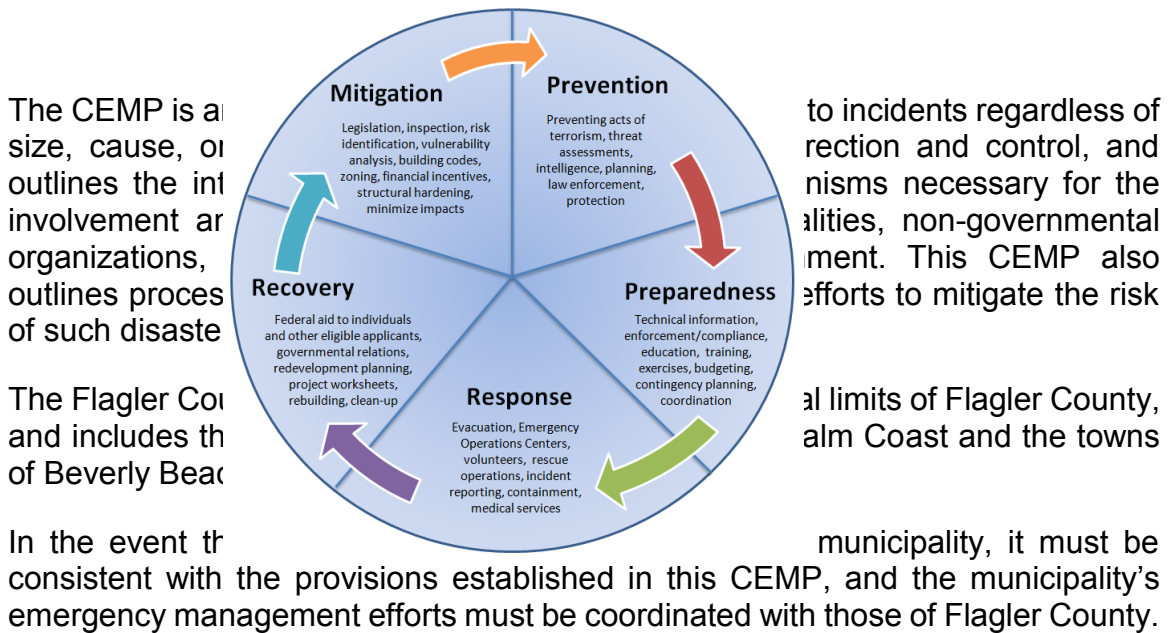
The CEMP is both a planning and an operations-based document that provides guidance for all aspects of emergency management, including disaster preparedness, evacuation and sheltering, warning and notification, public education and information, resource management, mutual aid, the Special Needs Program, impact and damage assessment, debris management, training and exercises, and post-disaster recovery programs. The CEMP establishes official emergency management policy for all county agencies and municipalities in response to, recovery from, and mitigation of emergencies and disasters within Flagler County. The CEMP initiates a temporary re-organization of government intended to provide the most efficient response and recovery system possible through the coordination and maximum utilization of all available resources. The

CEMP establishes a framework for an effective system of comprehensive emergency management for the purposes of:

- Reducing loss of life, injury, and property damage and loss resulting from natural or man-made emergencies;
- Preparing for prompt and efficient response and recovery activities to protect lives and property impacted by emergencies;
- Responding to emergencies with the effective use of all relevant plans and resources deemed appropriate;
- Recovering from emergencies by providing for the rapid and orderly implementation of restoration and rehabilitation programs for persons and properties affected;
- Assisting in awareness, recognition, education, prevention and mitigation of emergencies that may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use; and
- Implementing the Incident Command System (ICS) regardless of the magnitude of any given incident or disaster.

1.1.2 Scope

This plan establishes the coordinating structures, processes, and protocols required to integrate the specific statutory and policy authorities of various County departments and agencies into a framework for action to include prevention, preparedness, response, recovery, and mitigation activities. Examples of these activities are shown in the figure below.



This plan is not intended to alter or impede the ability of any department, agency, or jurisdiction to carry out its specific authorities or perform its responsibilities under applicable laws.

1.1.3 Planning Methodology

The methodology used to formulate this plan is of the utmost importance. The CEMP was developed using joint and deliberate planning concepts. Joint planning is a coordinated process used by department/division heads, agency directors, key officials, and ESFs to determine the best method of accomplishing assigned tasks. The following Flagler County agencies, municipalities, and non-governmental entities involved in any phase of emergency management have provided input into the Flagler County CEMP. This is the “One Team, One Mission, All Hazards” part of emergency planning.

- Flagler County Emergency Management Division
- Flagler County Board of County Commissioners
- Flagler County Administration
- Florida Division of Emergency Management
- Flagler County Fire Rescue Division
- Flagler County Sheriff’s Office
- Flagler County Library
- Flagler Public Works Department
- Flagler County Health Department
- Flagler County School Board
- City of Palm Coast
- City of Flagler Beach
- City of Bunnell
- Town of Beverly Beach
- Town of Marineland
- Florida Forest Service
- Flagler County Extension Service

The deliberate planning process is the directive part of emergency planning. It began with the State's *CEMP Compliance Criteria (CEMP001)*. This document outlines the criteria contained within this CEMP.

Flagler County Emergency Management is the lead emergency planning agency and developed the basic planning policies, guidelines, and CEMP document under the direction of the Emergency Management Director. The drafts were reviewed by key stakeholders including representatives of municipalities, non-governmental organizations, the private sector, County staff and other County Constitutional Officers, as well as the School District. A complete stakeholders list has been included in the Foreword of this document.

The CEMP is maintained under the direction of the Emergency Management Director and updated in accordance with Chapter 252, Florida Statutes, and consistent with all applicable criteria.

The CEMP is adopted by resolution of the Board of County Commissioners upon completion. The Letter of Promulgation and departmental/agency letters acknowledging receipt and acceptance of plan responsibilities are included at the beginning of this section.

The plan is distributed to all Emergency Operations Center (EOC) staff, support staff, liaisons, municipalities, and upon request, to other parties. Portions of the plan will also be available on the Flagler County website.

The CEMP outlines the primary organizational structure, roles, and responsibilities of all partner agencies. Each department head is required to acknowledge responsibility of assigned roles and responsibilities by signing the appropriate annexes and/or Position-Specific Guidelines (PSGs).

Each Emergency Support Function (ESF) is incorporated into the ICS organization chart. With the assistance of those lead and support agencies assigned responsibility, the County drafted Position-Specific Guidelines for the designated leader(s) of each group, unit, branch, division and section within the command structure.

References that apply to the Comprehensive Emergency Management Plan:

- Flagler County Local Mitigation Strategy
- Northeast Florida Regional Evacuation Study 2013
- United States Census 2010
- Flagler County Fire / Rescue policy manuals
- Flagler County Logistics Plan

- Flagler County Temporary Housing Plan
- Flagler County Evacuation Plan
- Flagler County Shelter Plan
- Flagler County Debris Management Plan
- Flagler County Damage Assessment Plan
- Flagler County Fire / Rescue Communications SOP
- National Response Framework
- St. Johns' County CEMP
- Volusia County CEMP
- Municipal Emergency Management Plans
- State CEMP
- Flagler County Position-Specific Guides (PSGs)
- Flagler Hazard Specific Plans (HSPs)

Each lead and support agency is required to develop, update, and distribute operational procedures, while ensuring consistency with the CEMP and defining specific internal procedures.

All supporting plans, SOGs, PSGs, HSPs, and ICPs were reviewed and updated as the plan was updated, and approved by members of the lead and supporting agencies. Each leader of a particular function, unit, group, branch, division, section and command staff is responsible for ensuring respective SOGs, HSPs, ICPs, and PSGs are maintained and present during EOC activation.

1.1.4 Plan Maintenance and Distribution

The CEMP will be updated on an annual basis through a formalized planning process that involves stakeholder input (see Section 1.1.3), and provides for amendments to incorporate new concepts of operations, information derived from lessons learned or best practices developed through experience, events and/or training exercises. Efforts will be made to produce and distribute changes in May of each year.

A distribution list indicating the organizations to be issued a copy of the final and approved CEMP is located above on Page 3.

The County Administrator, Deputy County Administrator and the Emergency Management Director are the sole persons with responsibility to authorize changes to the CEMP or its annexes.

The distribution list will be used in determining which organizations or individuals require copies of authorized changes. Changes will be recorded on the “Plan Maintenance and Revision Record” located in the front of the CEMP.

The “Record of Changes” maintained by each organization listed on the plan distribution list will be used to verify that each organization has all current updates or changes to the CEMP.

The Concept of Operations section of the Plan is subject to many changes in defining procedural methods and techniques. Changes to the various functions and units identified in the CEMP do not require ratification by the Flagler County Board of County Commissioners unless there is a defined change in policy that has a major effect on any support function.

1.2 *Situation*

This section of the CEMP provides an overview of the county's population, the potential hazards to which the county is vulnerable, geographic characteristics, supporting facilities, land use patterns, economic profile, and demographics. This section identifies several planning assumptions that were considered in the planning process during the development of this plan.

One of the most critical elements in emergency planning is to determine the hazards to which the County is susceptible, and subsequently to understand the vulnerabilities associated with those hazards and consider the risks to the community and the environment in an effort to reduce or mitigate that risk.

1.2.1 Hazards

Flagler County is vulnerable to a variety of natural and man-made hazards that threaten its communities, businesses and the environment. The full details of this analysis are contained in Section 4 the Flagler County 2016 Local Mitigation Strategy (LMS) (see Appendix F). The LMS identifies potential hazards and discusses the impact each hazard may have on Flagler County’s citizens and visitors, property, environment, and economy considering the geographic location of the impact within the County as well as the likely frequency of these hazards. The analysis also includes an extensive review of historical data, which is then extrapolated for specific planning and forecasting purposes in both the LMS and CEMP. Planning for hazards in this manner illustrates how disasters affect the County’s critical facilities and their essential services. In turn, priorities are established for recovery efforts after a disaster.

During events where the local lead agencies are unable to contain the scope or complexity of the incident or in the case of multiple incidents occurring during a major event, the EOC activates to provide coordination for response and recovery efforts. The response and recovery sections of the CEMP may be applied to these incidents and existing mutual aid agreements within the County and the surrounding counties may be activated to provide the necessary response and recovery assistance.

1.2.2 Spectrum Geographic Information

Flagler County occupies approximately 571 square miles of total area. Approximately 86 square miles of this area is water and 132.5 square miles is marsh or wetland. These figures include the municipalities of Beverly Beach, Bunnell, Flagler Beach, Marineland, and the largest city, Palm Coast. The City of Bunnell, the county seat, is located at the geographical center of Flagler County (near the intersection of U.S. 1 and S.R. 100). Flagler County lies in the northeastern section of Florida, about 60 miles south-southeast of Jacksonville. Flagler County is about 23 miles wide at its widest east-west point, and 29 miles long at its longest point north to south. The Atlantic Ocean beachfront area is 18 miles long and forms the county's eastern boundary, and Crescent Lake forms a significant portion of its western boundary. The County's road network consists of 95.52 miles of paved roads, 133.70 miles of unpaved roads and 37 bridge structures.

1.2.2.1 Topography of the Land

Ecologically, Flagler lies entirely within the Eastern Flatlands habitat, which is a diverse region that runs along Florida's east coast from Jacksonville to north of Ft. Lauderdale, and inland to Orlando (Glenn Griffith). The region is entwined with low sand ridges, shallow valleys and low swamps. The dominant feature in this region is the St. Johns River which lies outside of Flagler County's borders to the west; however, the county is home to a long stretch of the Intracoastal Waterway that was manually crafted in various stages between 1890 and 1951 and was subsequently named the East Coast Canal. This canal, which is 100 feet wide and 8 feet deep, connects Volusia County's Halifax River in the south to the Matanzas River in Flagler County in the north.

The topography of Flagler County is composed of a series of marine terraces. These land areas were formed at times when sea levels were higher than they currently are, covering varying amounts of the mainland. When the sea level remained constant for long periods, the sea floor was eroded by waves and currents to a fairly level surface. When the sea dropped to a lower level, this part of the ocean bottom was exposed as a terrace. There are three marine terraces recognized in Flagler County. These three terraces, the Silver Bluff, Pamlico, and Talbot Terraces, form a relatively flat plain that slopes toward the Atlantic Ocean and toward Crescent Lake in western Flagler County. This plain consists of almost level areas interrupted by slight depressions, shallow drainage ways, and low, undulating ridges. The average elevation of the plain is about 25 feet above sea level, but some of the ridges rise above 40 feet. The plain is interrupted by a low ridge region along the coast, three to five miles wide, consisting of narrow sandy ridges with low intervening swampy areas. Immediately along the coast and separated from the mainland by the Intracoastal Waterway is the barrier island, which ranges from a few hundred yards to one mile in width.

1.2.2.2 Growth and Land Use Patterns

Flagler County has seen tremendous growth since its principle city, Palm Coast, was incorporated in 1999. From 2000 to 2010, Palm Coast was ranked as the fastest growing city in the nation, and that echoed a high growth rate across the county. In the year 2000, Flagler County had 49,832 residents; by 2010 that number nearly doubled to 95,696.

Generally, Flagler County population can be divided into two sections: East of U.S. Route 1 (SR 5), and west of it. The majority of the population of the county lives nearer to the coast, east of U.S. 1, in the planned communities of Palm Coast, Flagler Beach, Beverly Beach and portions of Bunnell. There are several arterial routes that carry traffic to and from the beach. Major roads include scenic route A1A that runs directly along the coastline, and state road 100 that carries traffic from inland Florida to Flagler Beach. A balmy climate year-round as well as an aggressive marketing campaign in New York in the 1980s and 90s has attracted a sizeable retirement population to the beaches. The inland areas west of I-95 have more of a mixed demographic that plays host to a variety of income levels, ages, and family sizes. Homes vary in age from recently built to over 50 years old in some spots, especially east of I-95, where Palm Coast originated.

EAST OF U.S. 1: Current land development patterns show that most of the residential development in the coastal area is occurring in the Palm Coast planned community. Other residential development occurs in the incorporated areas of Flagler Beach, Beverly Beach, or Bunnell, and in small, older subdivisions or as isolated single-family residences along A1A, S.R. 100, Old Dixie Highway, Old Kings Road, and John Anderson Highway. According to the Flagler County Growth Management Department, growth has slowed in Flagler County, including the coastal areas, over the last five years compared to growth in 2001 to 2005, when there were more than 50 new developments netting more than 5,500 new dwellings. The economic downturn significantly affected development trends in Flagler County and throughout the state. There remain many factors in the coastal area which encourage residential development. The coastal region provides a moderate ocean breeze climate, numerous resource based parks, miles of public beach access, a greenway that runs the entire length of the county, several private recreational amenities, a growing commercial base in Palm Coast, an expanding industrial base, and excellent schools. Flagler County's coastal area is characterized by an overall low-density settlement pattern. Air and water pollution, high crime, traffic congestion, and other urban problems are less prevalent than in many other coastal communities, attracting many new residents to the coastal area of Flagler County.

WEST OF U.S. 1: Current land development patterns show residential development occurring as scattered single-family residences, mobile homes, or farms. The most significant concentration of residential density occurs in Espanola, Daytona North, and Smokerise. Daytona North is located in the west-central portion of the county. This antiquated subdivision consists of 2,848 lots on 3,652 acres which are being developed with mobile homes and single-family residences. A moderate development pace is expected to continue in this subdivision over the next ten years. The vast majority of the county that lies west of U.S. 1 is zoned for agricultural uses or for environmental conservation with two exceptions; the community of Daytona North which lies to the east of Crescent Lake on higher ground and Flagler Estates which

lies in the northwestern part of the county, but is under the jurisdiction of Flagler County.

Northern Mainland: This area has a heavy population load with residential, commercial, and tourist accommodation facilities.

Eastern Mainland: This area is heavily populated with residential, commercial, service, and tourist accommodation facilities.

Southern Mainland: This area is a rapidly growing area with a newly planned community development, an airport, and a growing number of service facilities.

Western Mainland: The western area of the County is mainly agriculture in nature and sparsely populated with residential areas. This area is being developed into large residential tracts.

Barrier Islands and Beaches: This area includes the barrier islands from the County's northern limits bordering St. Johns County to the County's southern limits bordering Volusia County. The natural and spoil islands found along the Intracoastal Waterway and bays are also within this area. Residential land uses account for the majority of the area. The coastal beach area is characterized by a series of medium to high density residential and resort developments. The Hammock area is predominately a low-density residential with the exception of a few high rise condos within the Ocean Hammock. Commercial uses in Flagler Beach account for a sizable area, located along the resort/tourist area of Flagler Beach.

The county's goal for future land use activities is to "achieve orderly, harmonious and judicious use of the land through a distribution of compatible land uses, fostering the viability of new and existing communities while maintaining the agricultural pursuits of the County, and recognizing and preserving the integrity of the natural environment." (for further details, refer to the Flagler County Future Land Use Map in the Local Mitigation Strategy).

1.2.2.3 Water Area in Square Miles

There are approximately 86 square miles of surface water in Flagler County including parts of Lake Disston, Crescent Lake, Dead Lake, Haw Creek, the Intracoastal Waterway, Pellicer Creek, and the Matanzas River.

1.2.2.4 Flood Prone Areas

Flood prone areas are relatively flat lands lying between a water body and terraces of higher ground on either side. Flood prone areas may occur in association with any riverine environment or stream, lake, flood plain, or associated wetland system. The flood prone area adapts to fluctuating water levels and acts as a functional part of the river system by providing overflow areas for floodwaters. Both broad and narrow flood prone areas occur in Flagler County. Flooding involving river flows and broad expanses of floodplains occur around Crescent Lake, Lake Disston, the headwater area of Haw Creek, Dead Lake, the Matanzas River, and parts of the Intracoastal Waterway. Flooding involving stream flow in narrow confined channels occurs along Bulow Creek, Pellicer Creek, parts of Haw Creek, Blackwater Branch, Sweetwater Branch, and the central portion of the Intracoastal Waterway. Flagler County's major

causes of flooding are a result of past tropical storms that passed through the area. These tropical disturbances created storm surges along the Atlantic Ocean and riverine and lake flooding from the resulting heavy rainfall. The areas which are subject to periodic inundation from flooding are discussed thoroughly in the Risk Assessment Section of the LMS (See Appendix J).

1.2.2.5 Drainage Patterns

The County is in the St. Johns River Basin. Areas east of I-95 tend to drain east towards the Intracoastal Waterway; areas west of I-95 drain into several creeks that eventually empty into the St. Johns River.

Floodplains serve an important function by storing or detaining the movement of large volumes of water until the most severe stages of a flood are past. Portions of the floodwaters infiltrate the floodplain soils and are gradually released back to the system as part of the groundwater supply. Parts of Flagler County lie within a flood prone area, and flooding occurs as a result of riverine flooding and hydrological soil conditions. With a sizeable percentage of the County being located within the 100-year floodplain, it is inevitable that development will be located within the floodplain. However, development must be pursued in such a manner that the function of the floodplain is not inhibited. Flagler County has an extensive drainage system that includes 45.3 miles of canals and drainage ditches throughout Flagler County.

1.2.2.6 Environmentally Sensitive Areas

Cypress Bayheads – These occur throughout the County in depressions among pine flatwoods and areas characterized by broad-leafed evergreen trees. Soils are highly acidic, saturated, and periodically flooded. Sweetbay, loblolly bay, and red bay are the dominant tree species. The community is the result of environmental succession, preceded by marshes, swamps, and wet pine flatwoods.

Bottomland Hardwood - This community is found in the marginal areas of stream courses and flood plains of streams and swamps. Occasional flooding occurs because of the proximity to wet areas. This community is a transition between hardwood swamps and upland areas. Vegetation includes live oak, cabbage palm, ironwood, red maple, sweet gum, tupelo, red bay, and coontie palm. This climax community exhibits the greatest plant diversity and provides an excellent wildlife habitat. The greatest portion of Graham Swamp (Grand Haven Conservation Area) is comprised of this community.

Freshwater Marsh - The freshwater marsh communities of Flagler County are located in the western portion adjacent to Crescent Lake and Dead Lake. Plants in the community include marsh grass, sedges, and lack rush. These species are salt tolerant due to the brackish water and tidal influences along Crescent Lake. This is a very productive area for wildlife.

Coastal Salt Marsh - This community occurs along the Intracoastal Waterway at elevations ranging from 0 to 5 feet above sea level. Plants include salt marsh grass, big and little cord grass, sedges, and black rush.

Wetlands – These fragile ecological communities depend on a particular hydrologic regime to supply the water necessary to support the plants and animals which have established habitats therein. The inundation of the wetlands with water may be seasonal, semi-permanent, temporary, or saturated. Critical functions that wetlands perform include: serving as natural water retention systems, regulating the flow of water, protecting otherwise dry upland areas from inundation, and providing the main habitat for many species in the food chain. Wetlands also serve the function of flushing water by removing excess nutrients and particulates. When the weather is wet or an area is flooding, wetlands accept the excess water. Conversely, when drought conditions exist, wetlands keep the surrounding area from becoming parched.

1.2.2.7 Within the County, development has encroached into wetlands, particularly along the banks of the Intracoastal Waterway. The most significant encroachment occurred when the saltwater canals of the Palm Coast community were dredged in the early 1970s. *Climate*

Flagler County has a sub-tropical climate. The large bodies of water in or near the County have a tempering influence on the climate, reducing the temperature range, and contributing to high humidity. The average high temperature in Flagler is 79.8 degrees. The average low temperature in Flagler is 58.0 degrees. Annual average rainfall amounts to 55 inches, with the majority of the rainfall occurring during the rainy season from June through October. Summers in Flagler County are long, warm, and relatively humid. Winters are mild and relatively dry. In the summertime, there is little day-to-day variation in temperature. Afternoon temperatures generally reach the high 80's or low 90's with great regularity. Temperatures above 95 degrees occur occasionally, yet rarely reach into the 100 degree range. In the winter, afternoon temperatures usually reach near 65 degrees. Winter minimums range primarily from 45 to 50 degrees and rarely fall below 30 degrees. Locations in the colder areas experience a temperature of 26 degrees or lower approximately every four years. Very rarely does snow occur - usually once every 10-15 years.

The rainy season, running from June through October, produces about 60 to 65 percent of the annual average rainfall. The major portion of the summer rains fall from frequent short-duration afternoon and evening thundershowers. There are an average of about 70 thunderstorms per year with the majority of these falling in the months of June, July, and August. Showers are occasionally heavy and sometimes produce three or more inches of rainfall in a short period of time. Daylong rains in the summer are infrequent; however, when they do occur, they are normally associated with a tropical weather system.

Historically, Flagler County experiences some effects from an average of one tropical system per year.. When tropical storms do occur, they normally produce large amounts of rainfall over several days. Twenty-four hour rains of 6½ inches or more may be expected on an average of once every five years. Rainfall amounts equal to 100-year events have occurred in the recent past causing serious inland groundwater flooding.

Flagler County's economy may suffer a significant impact from a disaster. Disaster impacts could disrupt employment centers and destroy significant amounts of property that can impact the local economy. Large wildfires can have a significant impact on the timber and agricultural industry, as can abnormal weather events.

The projected changes in the climate could pose several challenges for Flagler County. Future changes in the climate may exacerbate the frequency and impacts of the hazards the county is susceptible to. Longer, more severe dry seasons, coupled with shorter duration wet seasons, consisting of higher volume precipitation, could generate a pattern of drought and flood events that can impact the county's entire ecosystem.

Table 1.1: Existing Land Use Inventory for Flagler County

| DOR Land Use Type | Improved East of U.S. 1 | Vacant East of U.S. 1 |
|--------------------------|--------------------------------|------------------------------|
| Agriculture | 382.47 | 8,588.13 |
| Single Family | 13,569.16 | 6,865.16 |
| Multifamily | 240.29 | 0.00 |
| Commercial | 3,873.23 | 5,919.23 |
| Industrial | 382.15 | 339.12 |
| Government/Public | 4,337.71 | 16,455.56 |
| Institutional | 450.22 | 15.58 |
| Recreation | 289.91 | 89.33 |
| Total Acres | 23,525.14 | 38,272.11 |
| | | |
| Square Miles | 36.76 | 59.80 |

| DOR Land Use Type | Improved West of U.S. 1 | Vacant West of U.S. 1 |
|--|--------------------------------|------------------------------|
| Agriculture | 13,428.85 | 188,395.34 |
| Single Family | 5,675.78 | 7,067.87 |
| Multifamily | 2.10 | 0.00 |
| Commercial | 252.94 | 707.52 |
| Industrial | 384.66 | 510.02 |
| Government/Public | 838.89 | 6,847.06 |
| Institutional | 900.59 | 21,092.72 |
| Recreation | | 61.67 |
| Total Acres | 21,483.81 | 224,682.20 |
| | | |
| Square Miles | 33.57 | 351.06 |
| | | |
| Source: Flagler County Property Appraiser, February 2016 | | |
| DOR = Department Of Revenue | | |

1.2.3 Demographics

The LMS plan serves as Flagler County’s main risk and vulnerability assessment. If specific demographics are vulnerable to hazards, it is identified in the LMS. The information below provides supplemental information to the County Profile and the Risk Assessment sections of the latest LMS.

1.2.3.1 Total Population

According to the 2010 census, Flagler County’s population growth increased from 49,832 in 2000 and rose to 95,696 in 2010, a 92% increase in ten years.

However, based on current estimates, Flagler County’s population has surged past the 100,000 mark in 2014, representing a 100% increase in 14 years. Even with the worst economic downturn since the Great Depression, the University of Florida’s Bureau of Economic and Business Research projects that Flagler County will add another 20,100 people by 2020.

Table 1.2: Flagler County 2010 Census Population

| Jurisdiction | Population |
|---------------------|-------------------|
| Beverly Beach | 338 |
| Bunnell | 2,676 |
| Flagler Beach | 4,484 |
| Marineland | 16 |
| Palm Coast | 75,180 |
| Unincorporated | 13,002 |
| Total | 95,696 |

1.2.3.2 Population Density

The majority of Flagler County’s population is located east of the U.S. 1 corridor. This represents over 90% of the county’s population. Current estimates indicate Flagler County’s population density is 197 persons per square mile of land.

1.2.3.3 Distribution by Age

Population growth is especially important to emergency planners when the increases in specific age groups are reviewed. Since 2000, Flagler County’s senior population, identified as those persons 65 years and older, is increasing and contributing to an increase in the median age. Current population estimates indicate that individuals age 65 or older represent approximately 24.5% of the total population of the County and the median age is 47.5 years (2010 U.S. Census). In order to assist in the successful mitigation of future disaster events, emergency planners must closely monitor this aging trend. The number of deaths remains higher than the number of births each year so new residents to the area are fueling the increasing median age and aging population distribution. The distribution of Flagler’s population by age group is described in Appendix A: Flagler County 2010 Census Profile derived from the most current U.S. Census population estimates available.

1.2.3.4 Special Needs Population

Flagler County hosts 452 persons currently registered in the special needs registry with the County as requiring special needs transportation, assistance, and/or sheltering assistance in the event of a disaster. This may be due to age, infirmity, illness, or vulnerability. These citizens require assistance with daily living, whether it is mobility assistance, medical assistance or simply

transportation assistance. The typical special needs client in Flagler County is over 65 years old, lives alone or with a spouse, suffers from chronic illness, lives in an evacuation area or mobile home, and is cared for in the home by a home health agency. The largest populations of special needs clients live in Palm Coast in single family homes. This number is expected to rise during an event as people with special needs who have not pre-registered show up to a shelter.

The Flagler County Special Needs Registration Program was created to pre-identify and preplan for the needs of persons requiring assistance through registration and prior triage based on information provided by the client and/or the home health agency. All Special Needs Client information is on file with Flagler County Emergency Management.

Applications for Special Needs assistance is submitted either through the mail, email, fax or via the State of Florida’s special needs registry portal. Applications that are received are vetted by FCEM and the Department of Health to ensure a shelter is capable of meeting the individual’s needs. If the applicant meets the criteria, their information is manually inputted into Flagler County’s electronic database. If they cannot be cared for at a Special Needs Shelter, the applicant is notified of such and added to a “notify only” portion of the database.

When an applicant registers through the State of Florida’s Special Needs Registry, FCEM is notified via email so that the application can be put through the review process. The State’s database is cross-referenced with Flagler County’s database to ensure all special Needs clientele are taken care of.

The procedure for notifying and transporting persons with Special Needs to a designated shelter is identified later in the CEMP and supported by the Sheltering Plan.

1.2.3.5 Farm Workers

There are approximately 277 farm workers in Flagler County. The exact population varies by season. There are two groups of farm worker populations: migrant workers who follow the crops and seasonal workers who live in the area and work crops in season. The information provided in 3 below is from the 2012 Census of Agriculture which indicates there are approximately three farms utilizing migrant workers in Flagler County.

Table 1.3: Farmworker Data for Flagler County from the 2012 Census of Agriculture

| | | |
|--------------------------------------|--------------------|-----|
| Hired Farm Labor | Farms | 33 |
| | Workers | 277 |
| Farms with Migrant Farm Labor | | 3 |
| Workers by Days Worked | More than 150 days | 103 |
| | Less than 150 days | 174 |

1.2.3.6 Areas of Large Tourist Population (Annual and Seasonal Tourists)

Flagler County is host to several thousand tourists annually. At any given time, it is estimated that 1,000 tourists may be visiting the area. The Palm Coast golf courses and Flagler's beaches are the primary tourist destinations.

1.2.3.7 Non-English Populations and Hearing Impairment or Loss

The number of individuals in Flagler County who speak a language other than English totals 14,572 persons as of the 2010 American Community Survey. The number of persons that do not speak English proficiently is estimated to be 1,049.

According to the Florida Coordinating Council for the Deaf and Hard of Hearing's Report to the Governor in 2015, approximately 1 in 6 Florida residents are affected by hearing loss. If this ratio is applied to Flagler County's total population, it suggests as many as 15,885 residents may experience hearing loss.

1.2.3.8 Transient/Homeless Populations

There is a very minimal transient population of less than 200. A 2015 survey conducted by the Volusia/Flagler County Coalition for the Homeless showed 188 (or approximately 14%) of the 1,327 respondents stay primarily in Flagler County. The American Red Cross, Salvation Army, Volusia/Flagler County Coalition for the Homeless and local faith-based organizations are relied upon to help house the homeless as needed.

1.2.3.9 Mobile Home Parks and Population

Total number of possible recreational vehicle/mobile home sites in the County is approximately 1,900. Using the average occupancy figure of 2.42 persons per unit, estimated population is 4,180 residents. A map of mobile home parks can be found in Section 4 of the LMS.

1.2.3.10 Inmate population

The daily average inmate population at the Flagler County Jail is 137 with a maximum population of 404. The population at times has been as high as 170 inmates.

1.2.3.11 "At-Risk" Population

All populations within Flagler County are susceptible to the hazards outlined in Section 4 of the LMS. The majority of the population exists east of U.S. 1 and any part of the County can be impacted by weather events, hazmat incidents,

transportation incidents, and civil disturbance events. The largest at-risk population is located in the coastal communities and barrier island.

1.2.4 Economic Profile

| Industry | Number of employees | Percent |
|--|---------------------|-------------|
| Agriculture, forestry, fishing and hunting, and mining | 444 | 0.5% |
| Construction | 5,428 | 5.8% |
| Manufacturing | 5,805 | 6.2% |
| Wholesale trade | 3,210 | 3.4% |
| Retail trade | 11,592 | 12.3% |
| Transportation and warehousing, and utilities | 4,562 | 4.9% |
| Information | 1,498 | 1.6% |
| Finance and insurance, and real estate and rental and leasing | 11,279 | 12% |
| Professional, scientific, and management, and administrative and waste management services | 12,220 | 13% |
| Educational services, and health care and social assistance | 18,526 | 19.7% |
| Arts, entertainment, and recreation, and accommodation and food services | 11,466 | 12.2% |
| Other services, except public administration | 3,821 | 4.1% |
| Public administration | 4,112 | 4.4% |
| TOTAL | 93,963 | 100% |

for that MSA were professional and business services (+6.9%), manufacturing (+5.8%), and government (+2.1%).

The largest major occupational group in Flagler County is Office and Administrative Support Occupations with 16.6% of the estimated employment, followed by Sales and Related Occupations with 15.94%, and Executive, Managers and Administrator related occupations with 9.98%.

Employment by sector: The following table 1.12 illustrates a breakdown of employment by sector in the county with the data currently available.

Source: US Census Bureau, American Community Survey

Table 1.4: Comparison of Selected Economic Characteristics at the Local, State, and National Level

| Area | Civilian Labor Force | Number Employed | Number Unemployed | Unemployment Rate | Preliminary Data |
|----------------|----------------------|-----------------|-------------------|-------------------|------------------|
| Palm Coast MSA | 42,647 | 40,294 | 2,353 | 5.5% | Yes |
| Florida | 9,667,000 | 9,180,000 | 487,000 | 5% | Yes |
| United States | 157,833,000 | 149,929,000 | 7,904,000 | 5% | Yes |

Prior to 1970, Flagler County was a sparsely settled area in which little economic growth occurred. The economy depended largely on agriculture and timber production. In the early 1970s, the Palm Coast retirement/resort-oriented community began to develop, which prompted significant population immigration. As is typical in this situation, the population grows at a faster rate than employment during the earlier part of the evolution as retirement, rather than employment, is the prime motivation prompting in-migration. However, as the population base increased, the economy and employment base expanded as well. The employment base grew significantly in the 1990s and early 2000s. During the “Great Recession” in late 2007 Flagler saw the unemployment rate rise dramatically as compared to other counties within the State (14.6% in September 2011), as of December 2015 the County’s unemployment rate has dropped to 5.5% which is demonstrative of recovery seen throughout the State and country.

Flagler County’s location allows easy access to the St. Augustine, Daytona Beach, and Jacksonville metropolitan areas. Combined with the mild climate, low cost of housing, and economic growth, this has contributed substantially to Flagler County’s increase in population. Previously an agricultural community, the County’s growth has resulted in an increase in retirement, banking, related financial services, health care, light industry and other service related fields, cattle production, forest resources, construction, and distribution.

Flagler County’s manufacturing base is centered in industrial parks around the County. Industrial areas are located at the Flagler County Airport, a large non-urban airfield, and in industrial areas around S.R. 100, U.S. 1, Hargrove Grade, and Interstate 95. Some of the larger employers include Florida Hospital Flagler, Wal-Mart Super Center, Sea Ray Boats, and Palm Coast Data.

Not only is it important for total employment to grow and new employers to locate within the area, it is important the economic growth be balanced among the various industry divisions. Increased diversity lessens dependence on any one employer or sector and helps to insulate the County from a downturn in any single sector of the economy.

Economic Impacts of Hazards are addressed in detail in Section 4 of the Flagler County Local Mitigation Strategy, available online at <http://www.flagleremergency.com> and attached as Appendix J. Below are loss estimations for Flagler County from several natural hazards as estimated in the 2013 State Hazard Mitigation Plan.

Table 1.5: Loss Estimates for Structures in Flagler County

| Hazard | Total Value of Structures (millions \$) | Estimated Annualized Loss (Thousands \$) |
|---|--|---|
| Flooding (coastal & riverine) | 2,481,339 | 267 |
| Category 2 Hurricane | 21,385 | 404 |
| Tornado | 8,301,145 | 0.35 |
| Severe Storm | 11,493.89 | 265 |
| Wildfire | 5,997 | 194 |
| Source: 2013 State Hazard Mitigation Plan | | |

1.2.5 Emergency Management Support Facilities

1.2.5.1 Critical Facilities

Flagler County Emergency Management personnel and local municipalities have identified all critical facilities required for an immediate emergency response following a major emergency/disaster event, and other facilities or areas necessary to support recovery operations. This information is maintained in the Flagler County EOC and is updated annually by assigned Emergency Management personnel.

This identification process allows Flagler County emergency management planners to assess resource capabilities, resource shortfalls, and recovery and mitigation priorities. Personnel involved in emergency management activities are strongly encouraged to contact the Emergency Management Division to view this inventory.

Critical facilities are defined as those structures from which essential services are performed and are necessary for human survival, communications, emergency response, and recovery efforts. Flagler County maintains a list of critical facilities within the county per the Scope of Work in FDEM’s funding agreement. A map of critical facilities can be found in Section 4 the LMS plan.

Categories of critical facilities have been identified to include:

- Emergency Operations Center
- Fire and Rescue Facilities
- Law Enforcement Facilities
- Utilities and Electrical Distribution Components
- Health/Medical Facilities
- Transportation Networks
- Communications Network Components
- Public Buildings
- Emergency Service Facilities
- Water Distribution/Drainage Facilities

- Wastewater facilities
- Schools
- Critical Records Storage
- Public Shelters (general and functional needs)
- Airport

1.2.5.2 Logistical Staging Areas and Points of Distribution

The Flagler County Emergency Management Division has identified suitable locations throughout the County for use as staging areas and Points of Distribution. These sites are readily accessible to rail, roadway, and air carriers for the assembly of personnel, supplies, and equipment prior to deployment to the affected area(s). These areas are illustrated in Appendix B.

1.2.5.3 Emergency Helicopter Landing Zones

Helicopter landing zones have been identified and coordinated with State Emergency Management. The coordinates for the locations have been transmitted to appropriate agencies. Detailed information is included in the Landing Zone map in Appendix B.

Current designated landing zones:

- Primary: Flagler County EOC, 1769 East Moody Blvd. #3, Bunnell, Florida. Lat/Long 29-28-40N/81-14-90W.
- Secondary: Flagler County Airport, Bunnell, Florida. Lat/Long N29-27-50/W81-12-41.
- Secondary: Flagler County Fairgrounds, 150 Sawgrass Road, Bunnell, Florida. Lat/Long N29-29-192 /W81-16-186.

1.2.6 Planning Assumptions

Certain planning assumptions were made in the development of this plan and provide a framework for emergency response and recovery efforts.

- A major or catastrophic emergency could overwhelm the capabilities of Flagler County and its municipalities and restrict their ability to provide prompt and effective emergency response and emergency short-term recovery measures. Transportation infrastructure will be damaged and local transportation services will be disrupted. Widespread damage to commercial telecommunications facilities will be experienced and the ability of governmental and emergency response agencies to communicate will be impaired.
- Homes, businesses, public buildings, critical infrastructure and other critical facilities and equipment will be destroyed or severely damaged. Debris may make streets and highways impassable. The movement of emergency

supplies and resources will be seriously impeded. Public utilities will be damaged and rendered either partially or fully inoperable. Many county and municipal emergency personnel will be victims of the emergency, preventing them from performing their assigned emergency duties. Numerous hazardous conditions and other emergencies as a result of the major incident can be anticipated.

- Thousands of emergency victims may be forced from their homes and large numbers of dead and injured could be expected. Many victims will be subjected to life-threatening situations requiring immediate rescue and medical care. There will be shortages of a wide variety of supplies necessary for emergency survival. Hospitals, nursing homes, pharmacies, and other health/medical facilities will be severely damaged or destroyed. The number of victims requiring medical attention will overwhelm medical and health care facilities that do remain in operation. Medical supplies and equipment will be in short supply.
- Damage to fixed facilities that generate, produce, use, store, or dispose of hazardous materials could result in the release of hazardous materials into the environment. Food processing and distribution capabilities will be severely damaged or destroyed. There will be near total disruption of energy sources and prolonged electric power failure.
- Vast numbers of individuals could be temporarily or permanently displaced from their normal residences, and in need of emergency housing. Disaster survivors would also need other forms of support and relief during the disaster recovery period.
- Municipalities will implement their emergency response and disaster recovery plans to the best of their capabilities. Nevertheless, all or almost all of the incorporated municipalities of Flagler County will be severely impacted and municipal governments will require and expect County agencies to provide support, guidance and inter-jurisdictional coordination throughout the disaster recovery period.
- Federal and state agencies will establish disaster recovery operations within Flagler County, implementing a wide range of recovery and mitigation programs requiring substantial involvement and representation from the County.
- The pace of reconstruction of damaged public and private property will substantially exceed that experienced during times of normalcy, necessitating additional resources, personnel and modifications to procedures normally utilized to issue building permits and inspect construction.
- The community's vulnerabilities to the consequences of the type of disaster will have been demonstrated by the incident, and implementation of hazard mitigation related evaluations, plans and programs will be necessary. Knowledgeable local mitigation staff will be required.
- There will be significant demands for public information and education regarding the disaster recovery process, including the programs and

services available to disaster victims, as well as methods to access those programs and services.

The Flagler County Local Mitigation Strategy (LMS) was updated and approved by the Flagler County Board of County Commissioners in spring of 2016. The LMS:

- Details possible natural and man-made hazards, frequency of occurrence, and severity of the associated risk to Flagler County;
- Provides a historical accounting of disasters that have occurred in Flagler County;
- Provides the hazard vulnerability analysis of Flagler County.

The assumptions utilized in the formulation of this Comprehensive Emergency Management Plan may be separated into two categories: assumptions regarding the characteristics and impacts of disasters, and assumptions regarding response. The list below will address general assumptions for an all-hazards analysis.

Characteristics and impacts of disasters:

- A disaster may occur with little or no warning and may escalate rapidly.
- Disaster effects may extend beyond county boundaries and many areas of the state will experience casualties, property loss, disruption of normal life support systems, and loss of regional, economic, physical, and social infrastructures.
- Emergency response personnel may become casualties and experience damage to their homes and personal property. They may become "victims" of the disaster.
- Disasters differ in character by magnitude, duration, onset, distribution, area affected, frequency, and probability that collectively serve to increasing the difficulties related to plan development.
- Disaster relief from agencies outside the County may take 72 hours or more to arrive.
- Unaffiliated groups of responders, public, and outside resources hinder the local effort. This includes traffic congestion, unsolicited supplies and donations, and extra strain on degraded lifelines and facilities.
- There may be competition among citizens and communities for scarce resources.

Response assumptions:

- The Emergency Management command and control structure in Florida is based on a bottom-up approach to response and recovery resource allocation: municipal organization to the County EOC (CEOC), to the State EOC (SEOC), and to the Federal government, with each level exhausting resources prior to elevation to the next level.
- Effective disaster preparedness requires continual public awareness and education programs so citizens will take appropriate action. While the government plays a key role in emergencies, the presence of the CEMP

does not alter the responsibility of businesses and citizenry to enact measures to prepare for, mitigate, respond to, and recover from emergencies.

- The use of the Incident Command System (ICS) for incident management will be used for day-to-day emergencies as well as for larger emergencies necessitating outside assistance.
- By utilizing the National Incident Management System, all local responders, as well as those coming into the impacted area from other jurisdictions and other states, will know ICS and utilize commonly established operational structures, terminology, policies and procedures.
- Evacuation and shelter strategies must be based on citizen cooperation, using the best available shelter options until the shelter deficit can be reduced, and encompass a regional approach to evacuation decision making.
- Local municipalities will integrate their operations with the County.
- Due to the high uncertainty and error of tropical cyclone forecasting, limited transportation capacity, large vulnerable regional population, and a shelter deficit, evacuation time may be insufficient to meet clearance time thresholds for regional evacuations.
- Some form of inter- and intra-county communications is available including communications with the SEOC.
- The Board of County Commissioners will declare a Local Declaration of Emergency when requested by the County Administrator, Deputy County Administrator or Director of Emergency Services. The Board of County Commissioners will maintain control through the County Administrator of County departments involved in emergency activities, as well as those that participate in preparation for emergencies.

1.3 *Concept of Operations*

1.3.1 **General Concepts**

The following sections describe Flagler County's organization, authority, direction and control, and incident command structure for field operations.

Flagler County will incorporate the concepts of the National Incident Management System into the management and activities of preparedness, prevention, response, recovery, and mitigation. The County will strive to be consistent with the national preparedness goal and priorities according to Presidential Policy Directive 8. Most incidents will be managed locally by emergency responders within a single jurisdiction and Flagler County Sheriff's Office 9-1-1 Center staff.

In some cases, incidents that begin under one jurisdiction/discipline may rapidly expand to incidents that cross disciplines and jurisdictional boundaries, requiring additional resources and support. The Flagler County Director of Emergency Services has the authority to activate the EOC when conditions warrant the need for activation. Flagler County will utilize the resources available within its

jurisdiction and request assistance if needed through existing mutual aid agreements as well as through the statewide mutual aid agreement.

Flagler County will conduct field operations in accordance with a standard set of NIMS-compliant Incident Command System (ICS) organizations, concepts, and procedures.

1.3.2 County Government Organization

Flagler County operates under the authority of the five members of the Flagler Board of County Commissioners, five Constitutional Officers (Sheriff, Clerk of Court, Tax Collector, Property Appraiser, and Supervisor of Elections), and the School Board. Each is directly accountable to the citizens of Flagler County, independent of each other, and responsible for the administration of their respective departments/agencies.

1.3.2.1 Authority to Conduct Emergency Management

The Flagler County Board of County Commissioners bears the legal authority for establishing and maintaining the County's emergency management agency. In keeping with the legal responsibility, and in order to respect the authority of the remaining units of government, Flagler County Emergency Management closely coordinates efforts with municipalities, local, state, and federal government, private sector, and non-governmental organizations.

In order to bridge the gap among governmental, non-governmental, and private agencies with respect to emergency planning, all governmental entities, as well as those non-governmental or private agencies with responsibilities under the CEMP are required to coordinate their actions pertaining to preparedness, prevention, response, recovery, and mitigation with Flagler County Emergency Management. Generally, this is accomplished via preparedness organizations in the course of non-emergency County tasks. Additionally, their plans and procedures must be consistent with the Flagler County Comprehensive Emergency Management Plan (Chapter 252, Florida Statutes).

1.3.2.2 County Management Structure and Independent Authority

The Flagler County Board of County Commissioners has legal authority to coordinate, control, and direct the actions and programs of the County departments directly under its organizational structure (see the Flagler County Organizational Chart in Appendix C).

Each of the remaining County governmental authorities (School Board, Sheriff, Clerk of Court, Tax Collector, Property Appraiser, and Supervisor of Elections) retains the independent authority and legal responsibilities vested in them as government entities or Constitutional Officers of Flagler County.

Additionally, municipalities, special districts, such as the East Flagler Mosquito Control District, do not fall under the direct control of the Flagler County Board of County Commissioners. These entities also retain their independent authority and decision-making consistent with their legal responsibilities. As stated above, however, they are required to coordinate their emergency management actions and plans with that of Flagler County Emergency Management.

1.3.2.3 *Establishment and Oversight of Flagler County Emergency Management*

The Flagler County Board of County Commissioners established the Office of Emergency Management, also referred to as Flagler County Emergency Management (FCEM) in accordance with its legal responsibility. The County Commissioners maintain general oversight of FCEM with operational oversight delegated to the Flagler County Administrator, who oversees all County departments. The Emergency Management Director reports to the County Administrator.

1.3.3 No Differences in Incident Management Structure

As detailed in the following sections, Flagler County continues to align its policies, procedures, and structures with that of the National Incident Management System. NIMS outlines a consistent management structure, called the Incident Command System (ICS), to be used by all agencies engaged in field operations. Once implementation is complete, there should be no differences in the management structure based on who is in charge, the type of disaster, or level of disaster.

For all field operations, Flagler County will use the Incident Command System. Additionally, area commands (or unified area commands) may also be established in keeping with the Incident Command System.

1.3.4 Key Governmental Officials Line of Succession

The following details the key government officials (in order of succession) who will assume leadership authority and responsibility during emergency situations for issues within the county's scope of authority:

1. Board of County Commissioners (BOCC)
2. County Administrator
3. Deputy County Administrator
4. Emergency Management Director
5. Fire Rescue Chief

1.3.5 Preservation of Vital Records

Natural and man-made hazards can pose a significant threat to the preservation of vital government records. All county departments and non-county organizations

must ensure the protection of vital, permanent, or historical records. The Continuity of Operations Plan (COOP) assigns the responsibility for the preservation of vital records/documents to the Records Management Liaison Officer. This position will coordinate will all County offices, departments and Constitutional Officers to ensure the preservation of vital records pre- and post-disaster. Each department and organization must determine which records need to be preserved and must develop procedures that safeguard those records.

Vital records are those essential to the continuation of the day-to-day operations and functions. Such records may include but are not limited to County Commission records, fiscal records, court records, emergency operations plans and procedures, maps, lists of critical facilities, vital statistics, and land and tax records. Each department's plan for the preservation of its vital records should, at the minimum, include:

- Identification of those records considered vital by the department or organization;
- Documentation of the location of the original and any copies of the vital records;
- Procedures for storing, backing-up, and keeping copies of vital records in safe locations during daily operations and during emergency situations;
- Procedures for retrieval of vital records after an emergency or disaster.

1.3.6 About the Flagler County Emergency Management Division

The Flagler County Emergency Management Division (FCEM) is a full-time dedicated support element that advises various community organizations and agencies with responsibilities in disaster. FCEM falls under the Flagler County Department of Emergency Services. FCEM is composed of a number of staff, each having various roles in the emergency management program. Staff is engaged in aspects of the emergency management program, such as exercising, planning, training, and technical support. All of the staff members operate under the Emergency Management Director.

Flagler County Emergency Management operates the Emergency Operations Center. This facility is maintained by Emergency Management personnel and utilized toward the accomplishment of the Division's mission.

The organizational chart for the Flagler County Emergency Operations Center (in Appendix C) is used for all activations. The only difference depends on the incident, and every Section, Branch, Group or Unit may not be activated. This is dictated by the level of activation which is dictated by the incident.

The Incident Commander may be from an outside agency such as the Department of Health during a pandemic; however, does not change the organizational structure utilized in the EOC.

1.3.7 The Role of the Emergency Operations Center (EOC)

The Flagler County Emergency Operations Center (EOC) is a facility designed to serve as a local or regional incident support center. The EOC represents the physical location at which the coordination of information and resources to support incident management activities normally takes place. For complex incidents, personnel representing multiple jurisdictions, disciplines, and resources staff the EOC.

The lead function of the Emergency Operations Center is resource support for various incident sites, including the management of information and data. Most of the information that flows through an EOC deals with resource requests, resource tracking, resource allocation, and demobilization. There is also heavy message traffic relating to situation status, weather, damage assessment, and public information.

The EOC serves as a facility to assist in:

- Coordination;
- Communications;
- Resource dispatching and tracking; and
- Information collection, analysis, and dissemination.

The EOC has multiple uses during non-emergency operations. The EOC is effective for supporting major planned events, where resource support, coordination, and public information is required. The EOC is also available for use during exercises, meetings, or training.

The Flagler County EOC is a 27,000 square-foot facility with a range of surveillance and security measures. The facility was built to withstand 180 mph winds (a Category 4 Hurricane) and has redundant backup generators necessary to support emergency operations.

The facility is located at 1769 E. Moody Boulevard, Building 3 in Bunnell, Florida. It is adjoined to Flagler County Emergency Management's administrative offices as well as the media room for the Flagler County Public Information Officer. In the event the EOC is threatened, a predetermined alternate EOC is activated.

1.3.8 Day-to-Day Operations

1.3.8.1 Flagler County Emergency Management

The Flagler County Director of Emergency Services is responsible for coordinating efforts to address all phases of emergency management. Therefore, on a daily basis, the Emergency Management Division is engaged in a wide range of activities to facilitate processes, procedures, training, resource acquisition, coordination, public awareness, planning, communications, and other related tasks.

Communications staff from Flagler County Sheriff's Office 9-1-1 Center serves as the County's warning point 24 hours a day, seven days a week. Staff dispatch law enforcement, fire, search and rescue, and emergency medical calls and monitor for situations and developing events. This is accomplished through the use of a fully implemented priority dispatch system that structures caller interrogations, provides pre-arrival instructions, enhances customer service, and matches the appropriate protocols for emergency response, mode, and configuration to the incident type and severity. Emergency Management staff are managed the same, inclusive of NIMS, regardless of emergency or non-emergency conditions. The County Warning Point in conjunction with the Duty Officer program serves as the primary hub of communications with the State Watch Office.

1.3.8.2 Other Agencies/Organizations

During non-emergency activities, other response agencies, organizations, facilities, departments, etc. operate under their respective organizational structures and are managed according to the individual agency's policies and Standard Operating Guides. Their emergency management activities will be coordinated with those of Flagler County, either through the various emergency preparedness organizations, or through Flagler County Emergency Management.

1.4 Emergency Management Operations

1.4.1 Flagler County Emergency Management

Emergency Operations are those actions taken by Emergency Management staff to support the Incident Commander (typically through the Emergency Operations Center) and area responders in the field.

Emergency Management staff are managed the same, regardless of emergency or non-emergency conditions. Not all emergencies necessarily involve or warrant notification of the Emergency Management Director or activation of the Emergency Operations Center (EOC).

1.4.2 EOC Operations

When conditions warrant, and when the EOC is activated, those that will staff the EOC including representatives of municipalities, county departments, and key organizations are organized as shown in the EOC Organizational Chart in Appendix C.

The County Emergency Operations Center will be activated under the following levels of activation:

- **Level III – Monitoring Activation** – Monitoring will be implemented whenever the Emergency Management Division receives notice of an

incident which may escalate to threaten public safety. During Level III activation, Emergency Management will disseminate information to the EOC team via email, conference calls, alpha paging, and radios.

- **Level II – Hazard Specific Activation-** An activation Level II may be implemented by the County Administrator or the Emergency Management Director (or Designee). Only those Sections, Branches, Groups or Units impacted by the hazard or involved in the response will be represented at the EOC.
- **Level I – Full Flagler County Activation** – Activation Level I (Full County) may be implemented for a major event. All the Positions, Sections, Branches, Groups and Units, the Command Staff, Executive Policy Group, and Local Leaders Group will be staffed 24 hours a day.

According to NIMS, the County is not required to use the Incident Command System for organization of EOC operations; nevertheless, the County has found it useful to use a similarly constructed system in order to create consistency with the response entities in the field.

The Flagler County Emergency Management Director is considered the Manager of the Emergency Operations Center, and mobilizes the Command Staff for resource and information support to incidents.

Field Operations

At any particular time, County agencies, special districts, response organizations, and municipalities may be conducting incident operations in communication with Emergency Management's Communications staff.

The field operations portions of emergency actions are required to not only follow the management concepts in NIMS, but also to be structured according to the Incident Command System (ICS).

1.4.2.1 Warning and Updates to the General Public

Flagler County must provide the general public with sufficient advanced warning time for effective preparation and emergency plans to be implemented. The following warning systems are available to disseminate warnings and warning information to the general public:

- Emergency Alert System (EAS)
- www.flagleremergency.com
- CodeRed
- Everbridge
- NOAA Weather Alert Radio
- Flagler Emergency Information Line – (386) 586-5111
- Volunteer Radio Groups

- Local television. and radio stations
- Public Outreach Events
- Public Displays and Dynamic Message Boards
- Social Media

Notification, warning, and event updates are accomplished in a number of ways depending on the circumstances surrounding the incident. In the case of a tropical storm or hurricane, the FCEM staff begins the notification process three to five days prior to the anticipated arrival of the storm. Events for which no warning is possible are handled in the most expeditious manner, either by radio, telephone, or email.

The FCEM maintains a comprehensive emergency contact database containing names, affiliations, office telephone numbers, home telephone numbers, fax, and 24-hour contact numbers. This database is maintained and updated on a continuing basis. The FCEM website is also updated as needed to provide the latest information in order to notify and warn the public.

In an effort to keep the state informed of all emergency actions, the FCEM includes the State EOC in all of its emergency notifications. Flagler County also provides information to the State through the State Watch Office.

Once the EOC is fully activated, all EOC representatives are provided with updated status information on a timely basis. Notification and status updates are provided to the general public through the electronic and print media. The Public Information Officer (PIO) is assigned to the EOC during any activation. The PIO ensures the media correctly informs the public regarding the circumstances surrounding an incident or disaster by monitoring radio and television broadcasts, scheduling press conferences, and issuing news releases. The PIO utilizes the media for the purpose of notifying the people of Flagler County of any potential emergency.

1.4.2.2 *Emergency Decision-Making*

Two key elements that are essential for making sound emergency decisions are to know the amount of time that is needed to respond to the emergency, and the amount of resources that are needed and available. When making emergency action decisions the following general methodology will be used:

1. In weather related emergencies, pre-emergency hazard times will be computed from the advisories issued by the National Weather Service (NWS) through the computer-based Hurricane Tracking Program. These times are based on the actual characteristics of the event (i.e., forward speed of the storm and the distance tropical storm conditions extend from the eye). Total evacuation times are the combination of the clearance and pre-emergency hazard times.

2. The probabilities generated by the NWS will be considered when recommending protective measures. These probabilities are simple mathematical odds deduced from computer weather models.
3. Pre-emergency hazard time is the amount of time between the onset of the event and the actual arrival of hazardous conditions.
4. After determining the total pre-emergency time and the length of time before the arrival of hazardous conditions, a projection is made of when a decision must be reached.
5. Decision time is the amount of time available before the issuance of protective actions in order to allow adequate response time for the threatened population.
6. Execution time is the time available that allows for the completion of an emergency action before hazardous conditions are experienced. This would include mobilization time.
7. During the process of decision making, determination for the issuance of protective actions and furnishing of assistance will be based on the following priority:
 - a. Life-Threatening circumstances - A problem is directly linked to life threatening circumstances; such requests will receive first priority.
 - b. Protection of Property - A threat exists for large-scale damage to property.
8. Operational responses to the above situations will be based upon the following:
 - a. Availability of Resources – The Resource Unit must assess the availability of resources, consider anticipated problems, and identify the most effective method of meeting the request.
 - b. Location of Resources – The Resource Unit staff will identify the closest available resources.
 - c. Arrival Time – The Resource Unit staff will estimate the arrival time for resources.

1.4.2.3 Protective Actions

Evacuations

Most evacuations will be local in scope and an emergency response Incident Commander will initiate actions following a decision. In such cases, the actions will be coordinated and administered by emergency response officials using local resources in accordance with operational procedures. It is anticipated that local jurisdictions will establish mutual aid agreements with neighboring jurisdictions to provide expanded resource capability. During any evacuation not requiring activation of the EOC, assistance will be provided under the various County agencies' normal statutory authority through coordination by

FCEM. However, if the incident is a multi-jurisdictional operation, the County may issue a declaration of a Local State of Emergency, and an evacuation order in support of a municipality. This decision will be made following consultation with the Emergency Manager and representatives of the jurisdictions involved.

All County assistance and support of such actions will be coordinated from the EOC under the direction of the Director of Emergency Management. Decisions on issues, such as deploying and pre-deploying personnel; determining evacuation routes; directing people caught on evacuation routes to safe shelter; ensuring the sufficiency of fuel; and addressing any matters relative to the ordered protective actions will be made by the Executive Policy Group. Information on evacuation zones and routes will be communicated to the public through the county website in addition to public outreach messages coordinated by the PIO. Depending on the event, public information messages will contain different recommendations for direction of evacuation. For example, during Hurricane Matthew, a storm which rode up the coast of Florida from the south, public information messages advised residents to evacuate westward. Emergency evacuation routes are depicted in Appendix B.

Sheltering

The opening of shelters is a responsibility of the Human Services Branch of the Operations Section. Should a request for assistance be made to the EOC, all decisions made by the EOC will be based on the existing sheltering plan as identified by the sheltering group. The EOC will coordinate through the Operations Section, Human Services Branch any requests for assistance from other Groups or Units that will be needed to support multi-jurisdictional shelter operations. General and functional needs shelters will be opened as needed.

Registration of Special/Functional Needs

Florida Statute 252.355 requires Emergency Management officials to offer registration to any citizen requiring assistance during an emergency. It further mandates that officials plan for resource allocation to meet the needs of this population. Flagler County has established a program to register, transport and shelter this population.

Transportation

Transportation for residents, functional needs (special needs) clients, and those requiring assistance during evacuations is provided by the Flagler County Public Transportation fleet in conjunction with the School Board school bus transportation fleet. If necessary, patients requiring basic or advanced life support while in transport will be taken by ambulance and in accordance with Flagler County Fire Rescue medical evacuation protocols. An agreement is in place with a private ambulance company to provide additional transport

capacity which is determined on a case by case basis and follows the protocols set forth by the Medical Director. If necessary, additional resources may be requested by FCEM through Statewide Mutual Aid Agreements (SWMMA) and the Emergency Management Assistance Compact (EMAC). Transportation services will also be provided once shelter operations cease when transporting individuals to interim or temporary housing, as well as to Disaster Recovery Centers to receive assistance with recovery efforts.

1.4.2.4 Relief Operations

Once the emergency has passed, coordination of relief operations will begin such as search and rescue operations, mass casualty activities, the provision of emergency supplies, sheltering, preliminary damage assessment, emergency debris removal, and emergency restoration of utilities. The EOC will continue to direct management and coordination of all emergency response functions. Emergency relief agencies as well as all levels of government and the responding disaster relief organizations will be represented through various positions and groups in the EOC.

The primary initial local coordinating agency for requesting resources and relief from state and federal sources and allocating such supplies within the County will be the Emergency Operations Center. State and federal Emergency Response Teams will be established and deployed as soon as permissible following the disaster. Ideally, these Emergency Response Teams will be located in Flagler County at or near the Emergency Operations Center, and will carry out all state and federal coordination and assistance functions until the federal Joint Field Office (JFO) is established.

The municipalities will make requests for immediate relief supplies and resources to the EOC. The EOC will consolidate all city requests into a County request for immediate relief resources. The County request for outside resources will be made to the state through a mission request.

1.4.2.5 Activation of the Federal Response Plan

When it becomes apparent the anticipated magnitude and extent of damages will be beyond the capabilities of the County and state, and federal resources will be necessary to supplement local emergency response efforts, the Governor will contact the Director of the Federal Emergency Management Agency's (FEMA) Regional Office in Atlanta and request activation of the Federal Response Plan. Activation of this plan authorizes the mobilization of federal resources necessary to augment state and local response and recovery efforts.

FEMA's Advanced Emergency Response Team

An advanced element of the Emergency Response Team (ERT/A) is the initial group to respond in the field and serve as the nucleus for the full Emergency

Response Team (ERT). The ERT/A is headed by a team leader from FEMA, and is composed of FEMA program, support staff, and representatives from selected Federal agencies.

A part of the ERT/A will deploy to the EOC to work directly with the County to obtain information on the impacts of the emergency, and to begin identifying specific requirements for federal assistance. Other members of the ERT/A will deploy directly to the most affected areas to identify an appropriate location for the Joint Field Office (JFO); establish communications; and set up operations in the field.

FEMA's Emergency Response Team:

The full Emergency Response Team (ERT) will be headed by the Federal Coordinating Officer (FCO). The ERT is composed of the FCO, FEMA program and support staff, and representatives from each of the 15 federal ESFs. The responsibilities of the ERT include:

- Coordinating overall federal response and emergency response activities to the County.
- Working with the County to determine support requirements and to coordinate those requirements with the ESFs, Groups and Units.
- Tasking the ESFs, or any other federal agency, to perform missions in support of the County. Upon their arrival, the team leader and ESFs will receive an operational briefing from the Incident Commander. They will be assigned space from which to conduct their activities. Once this is completed, federal ESF staff will establish contact with their counterparts from the County and state ESFs to coordinate the provisions of federal assistance to meet resource needs which exceed the capability of the state and affected local governments.

1.5 National Policy

1.5.1 Presidential Policy Directive-8

Presidential Policy Directive 8 - National Preparedness (Signed March 30, 2011) replaces HSPD-8 and Annex I and directs the development of a national preparedness goal that identifies the core capabilities necessary for preparedness and a national preparedness system to guide activities that will enable the nation to achieve the goal. The system will allow the nation to track the progress of our ability to build and improve the capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the nation.

1.5.1.1 National Preparedness Goal

The national preparedness goal shall consider the risk of specific threats and vulnerabilities – taking into account regional variations - and include concrete, measurable, and prioritized objectives to mitigate that risk. The national preparedness goal shall define the core capabilities necessary to prepare for the specific types of incidents that pose the greatest risk to the security of the nation, and shall emphasize actions aimed at achieving an integrated, layered, and comprehensive preparedness approach that optimizes the use of available resources.

The national preparedness goal was released by the White House on October 7, 2011, and defines success as:

“To have a secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.”

Implementation of the Presidential Policy Directive 8 includes:

- A national preparedness system description;
- A series of national frameworks and federal interagency operational plans;
- A national preparedness report; and
- A campaign to build and sustain preparedness.

Using the core capabilities, the National Preparedness Goals are achieved through five mission areas:

- **Prevention:** Prevent, avoid, or stop an imminent, threatened or actual act of terrorism.
- **Protection:** Protect our citizens, residents, visitors and assets against the greatest threats and hazards in a manner that allows our interests, aspirations and way of life to thrive.
- **Mitigation:** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response:** Respond quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- **Recovery:** Recover through a focus on the timely restoration, strengthening and revitalization of infrastructure, housing and a sustainable economy, as well as the health, social, cultural, historic and environmental fabric of communities affected by a catastrophic incident.

1.5.1.2 National Preparedness System

The national preparedness system shall be an integrated set of guidance, programs, and processes that will enable the nation to meet the national preparedness goal. The national preparedness system shall be designed to help guide the domestic efforts of all levels of government, the private and nonprofit sectors, and the public to build and sustain the capabilities outlined in the national preparedness goal. The national preparedness system shall include guidance for planning, organization, equipment, training, and exercises to build and maintain domestic capabilities. It shall provide a comprehensive approach for building and sustaining a cycle of preparedness activities over time.

The national preparedness system shall include:

- A series of integrated national planning frameworks, covering prevention, protection, mitigation, response, and recovery;
- An interagency operational plan to support each national planning framework;
- Resource guidance, such as arrangements enabling the ability to share personnel;
- Equipment guidance aimed at nationwide interoperability; and
- Guidance for national training and exercise programs, to facilitate our ability to build and sustain the capabilities defined in the national preparedness goal and evaluate progress toward meeting the goal.

1.5.1.3 National Planning Framework

The framework shall:

- Be coordinated under a unified system with a common terminology and approach, built around basic plans that support the all-hazards approach to preparedness and functional or incident annexes to describe any unique requirements for particular threats or scenarios, as needed;
- Describe how actions taken in the framework are coordinated with relevant actions described in the other frameworks across the preparedness spectrum; and
- Be built upon scalable, flexible, and adaptable coordinating structures to align key roles and responsibilities to deliver the necessary capabilities.

1.5.1.4 Consistency Statement

Flagler County will make all appropriate efforts within budgetary constraints and existing resources to be consistent with the National Preparedness Goal as established through PPD-8.

Specific activities consistent with the National Preparedness Goal are:

- Adoption of NIMS by the Flagler County BOCC in 2005 (Resolution 2005-16);
- NIMS-specific on-going training since 2005;
- ICS system identified for field operations in the Flagler County CEMP;
- CEMP is consistent with the National Response Framework;
- Regional collaboration through the stakeholders and partners quarterly meetings, coordination, and mutual aid in Region 3 (13 counties in Northeast Florida) as defined by the Division of Emergency Management, the Regional Domestic Security Task Force (RDSTF), the Local Emergency Planning Committee (LEPC), the Northeast Florida Regional Planning Council, etc.;
- Efforts to increase interoperable communications capabilities through the use of moto bridges for linking 9-1-1 centers and the Emergency Deployable Interoperability Communications System (EDICS) package, a regional asset in Alachua County for mobile radio patching;
- Regional approach to strengthening Chemical Biological Radiological Nuclear Explosive (CBRNE) response and detection through the Regional Domestic Security Task Force's initiatives;
- Increasing capability for Hazardous Materials Response and Decontamination through training and participation in the LEPC; and
- Initiatives to strengthen medical surge and mass prophylaxis capabilities, such as through coordination and planning conducted by area hospitals and the Flagler County Health Department, RDSTF initiatives, exercises, as well as the use of Disaster Medical Assistance Teams.

1.5.2 National Incident Management System

Homeland Security Presidential Directive-5 established the nation's standardized incident management system. It is composed of standardized doctrine, concepts, principles, terminology, and organizational processes. This system, called the National Incident Management System, or NIMS, was initiated and subsequently made a requirement for all entities engaged in preventing, preparing for, responding to, recovering from, and mitigating emergencies. It is an approach that includes the following components: Preparedness, Communications and Information Management, Resource Management, Command and Management and Ongoing Management and Maintenance.

NIMS creates a command structure to coordinate operations, planning, logistics, and finance/administration for all field operations using the Incident Command System (ICS). NIMS uses a core set of management concepts and establishes standards for planning, training, and exercising. Additionally, NIMS sets standards for equipment acquisition and certification, provides a means for interoperable communications, and ensures consistent organizational processes and structures.

The NIMS management concepts apply to all phases of emergency management and to all entities involved in the phases of emergency management. The implementation of this system, as required by HSPD-5, will be utilized to create nationwide consistency and to facilitate coordination amongst agencies, jurisdictions, and resources that may be utilized to support an incident.

As mandated by Homeland Security Presidential Directive-5, beginning in fiscal year 2005, adoption of NIMS by state and local governments will be a condition for the receipt of federal preparedness funds, including grants, contracts and other activities.

Through Resolution 2005-16, Flagler County officially adopted the National Incident Management System (NIMS) and the transition towards compliance with NIMS is complete. Efforts to support the organizational processes, new employee and succession training in NIMS and the Incident Command System, and to type locally available resources according to their capabilities using the NIMS standard definitions is ongoing. Flagler County effectively has the foundation for coordinating incidents to manage all hazards. The full NIMS document is available for download at <https://www.fema.gov/national-incident-management-system>

1.5.2.1 Key Features of NIMS

Incident Command System (ICS)

NIMS establishes ICS as a standard incident management organization with five functional areas – command, operations, planning, logistics, and finance/administration – for management of all major incidents. To ensure further coordination, and during incidents involving multiple jurisdictions or agencies, the principle of unified command has been universally incorporated into NIMS. This unified command not only coordinates the efforts of many jurisdictions, but also provides for and assures joint decisions on objectives, strategies, plans, priorities, and public communications.

Communications and Information Management

NIMS prescribes interoperable communications systems for both incident and information management in order to address inadequate or incompatible communications equipment or procedures. Flagler County utilizes the 800Mhz system with P25 capability, 8TAC92 Interoperable 800Mhz repeater, as well as other National Convention 800Mhz channels. This system is recognized throughout the state as the standard interoperable communications system for public safety first responders utilizing handheld and mobile devices. In addition the County's Dispatch Center is connected to the Florida Interoperable Network (FIN), a secure interagency and interoperable communications for Florida's entire community of public safety users with dissimilar systems thus enabling more timely and effective emergency responses to critical events daily. The Communications Center also houses the infrastructure for EM Net, NAWAS,

All Points/ Sherriff's Net VHF, Air Secondary/ Common medication VHF, and Mutual Aid White.

Preparedness

Under NIMS, preparedness is based on national standards for qualification and certification of emergency response personnel. It also includes planning, training, exercises, evaluating and taking corrective actions, qualification and certification, equipment acquisition and certification, publication management and pre-disaster mitigation.

Joint Information System (JIS)

NIMS organizational measures enhance the public communication effort. The Joint Information System provides the public with timely and accurate incident information and unified public messages. This system employs Joint Information Centers (JIC) and brings incident communicators together during an incident to develop, coordinate, and deliver a unified message. This will ensure that federal, state, and local levels of government are releasing the same information during an incident.

1.5.2.2 Management Concepts For Field Operations

The following concepts and Incident Command System are applicable to all entities that conduct field operations within the jurisdictional limits of unincorporated Flagler County and its municipalities. This remains in effect regardless of whether the response is due to a daily incident, such as a vehicle accident, structural fire, EMS call, etc, or to a catastrophic disaster requiring extensive coordination of resources, personnel, and outside assistance.

Common Terminology and Plain English

Field operations will utilize the common set of terminology, consisting of the vocabulary associated with the Incident Command System for organizational functions, resource descriptions and incident facilities (e.g., Command, Operations, Logistics, Groups, Divisions, Leaders, Supervisors – see Key Terms and Definitions in Appendix E) in order to operate with other organizations involved in the management of an incident.

Additionally, field operations will use clear language (“plain English”), and will NOT use “10 codes” or any other code system for radio or any other communications in order to alleviate the impact of geographical differences, or language and cultural issues that adversely affect communication.

Chain of Command/Unity of Command

Field Operations will adhere to the Chain of Command. Every individual on scene will have a designated supervisor to which they report and from which they receive instructions.

Establishment and Transfer of Command

The first responder to arrive on scene is responsible for establishing command. This individual serves as the “Incident Commander” and continues in that role until replaced by a more qualified responder. When command is transferred, the outgoing Incident Commander must give a briefing that captures all essential information to the incoming Incident Commander and notifies all responders that command has been transferred.

Span of Control

Individuals with incident management supervisory responsibility should have no less than three (3) and no more than seven (7) subordinates in order to maintain effective span of control. The incident command structure should be expanded when necessary to maintain proper span of control.

Management by Objectives

Operations in Flagler County are required to be “Managed by Objectives.” Objective setting begins at the top and is communicated throughout the entire organization. The Incident Commander or Unified Command is required to:

- Establish overarching objectives for the incident;
- Develop and issue assignments, plans, procedures, and protocols;
- Establish specific, measurable objectives for various incident management functional activities and direct efforts to attain them; and
- Document results to measure performance and facilitate corrective action.

Incident Action Plan

The Incident Commander or Unified Command will develop an Incident Action Plan, which can either be written or oral, for field operations in order to convey the objectives from command for both operational and support activities.

Deployment

Personnel and equipment should respond only when requested or when dispatched by an appropriate authority. Personnel being deployed will be supplied with the appropriate equipment and resources for fulfilling their roles and responsibilities.

Personnel and Equipment Inventory

Equipment, personnel, geographical grid system maps, laptops, computers, radios, tablets, cell phones and vehicles will be accounted for prior to the start of each hurricane season. This inventory is the responsibility of the County's Innovation Technology Department. The inventory will be maintained in the Innovation Technology Director's office.

Accountability

- All responders, regardless of agency affiliation, must check in to receive an assignment at a location established by command at the onset of the incident.
- Response operations must be directed and coordinated as outlined in the Incident Action Plan.
- Each individual involved in incident operations will be assigned to only one supervisor.
- Supervisors must be able to adequately supervise and control their subordinates as well as communicate with and manage all resources under their supervision.
- Supervisors must record and report resource status changes as they occur.

Resource Management

NIMS defines standardized mechanisms to describe, inventory, track, and dispatch resources before, during, and after an incident.

Resources are classified by 'Category', which refers to function and 'Kind,' to include teams, personnel, equipment, and supplies. Information about the level of capability is referred to as the 'Type,' which is a measure of minimum capabilities to perform the function. Type I implies a higher capability than Type II.

Resources to be typed include personnel, teams, facilities, equipment, and special capability assets. Examples of some of these include law enforcement teams, Urban Search and Rescue (USAR), fire engines, ambulances, law enforcement vehicles, electric utility restoration equipment, public works resources, etc. This typing will help ensure that the requested resource is properly matched to the needs of the situation.

Resource typing efforts are underway at the NIMS Integration Center, and will subsequently be undertaken in Flagler County by each agency having such resources, as definitions for each type are disseminated.

Resource types and definitions will be kept by Flagler County under separate cover, as the definitions and types are continuously being refined at the federal level.

Additionally, it is necessary to maintain an accurate picture of resource utilization; therefore, resource management of the operation must follow established processes for categorizing, ordering, dispatching, tracking, recovering, and reimbursement for resources.

Flagler County will maintain processes consistent with the State of Florida, as the next higher level of government and its compliance with NIMS.

Integrated Communications

NIMS prescribes interoperable communications systems for both incident and information management in order to address inadequate or incompatible communications equipment or procedures. This component is currently under development by the NIMS Integration Center. Flagler County will continue to monitor developments made in this area and to incorporate the standards, once finalized.

1.5.2.3 Field Operations

Field operations in Flagler County are to be conducted in accordance with the Incident Command System as outlined in NIMS. Field operations include any on-scene activities that address the short-term direct effects and short-term recovery actions of an incident. This includes immediate actions to save lives, protect property, and meet basic human needs as well as the execution of emergency operations plans to limit the loss of life, personal injury, property damage, and other unfavorable outcomes.

As indicated by the situation, activities may also include applying intelligence and other information to lessen the effects of consequences of an incident, security operations, continuing investigations into the nature and source of the threat, ongoing public health and agricultural surveillance/testing processes, immunizations, isolation, or quarantine. It also includes any specific law enforcement operations aimed at preempting or disrupting illegal activity and apprehending perpetrators.

The Incident Command System is applicable to all entities that conduct field operations within the jurisdictional limits of unincorporated Flagler County and the municipalities. This remains in effect regardless of whether the response is due to a daily incident, such as a vehicle accident, structural fire, EMS call, etc, or due to a catastrophic disaster requiring extensive coordination of resources, personnel, and outside assistance.

A. Determining Who Is In Charge

Establishing who is in charge of a field operation in Flagler County depends on the type of incident, though management of the incident will remain consistent, regardless of who is in charge. The following are general examples of how the lead agency will be determined by the type of incident.

The lead agency will assume command and will subsequently be responsible for directing all aspects of the response, within their legal authority, to the incident site.

Table 1.6: Lead Disciplines for Various Incident Types

| <u>Incident</u> | <u>Lead Discipline</u> |
|--|-------------------------|
| Terrorism/Civil Disturbance/ Explosives/Mass Fatalities | Law Enforcement |
| Rescue (Non-Criminal)/HAZMAT Release/ Structural Collapse | Fire Rescue |
| Mass Casualties | Fire Rescue |
| Utility Outage | Utility or Public Works |
| Pandemic | Department of Health |
| Wildland Fire | Florida Forest Service |

B. Types of Command

There are two types of command used, single and unified. In each, the command staff is responsible for overall management of the incident, including command staff assignments necessary to support the command function. The lead difference between a Single and Unified Command is that in a Single Command, the Incident Commander is solely responsible for establishing objectives and strategies and for ensuring that all activities are directed towards accomplishment of the strategy. In a Unified Command, the individuals designated by the jurisdictional authorities must co-locate and jointly determine objectives, strategies, plans, priorities, and the use of assigned resources. Flagler County will utilize the most efficient ICS structure based on the needs of the incident, and will consider expanding the ICS organizational structure as the situation warrants.

In addition, an Area Command may also be established to set priorities resulting from multiple incident sites with multiple Incident Commanders. If there are multiple incident sites, involving multiple agencies or jurisdictions, a Unified Area Command may be established.

Single Command

Single Command is established when the incident occurs within one jurisdiction and no other agency has jurisdictional authority. If the incident does involve other agencies or jurisdictions, the single command can still be used if all parties agree to forego the option to establish unified command. The Incident Commander identifies resource needs and reports them to the Flagler County Emergency Operations Center.

Unified Command

A Unified Command is used to enable agencies with different legal, geographic, and functional responsibilities to coordinate, plan and interact effectively.

Agencies retain their independent authority and responsibilities, however, they use a collaborative decision-making process to establish a single set of objectives, perform under a single Incident Action Plan, and designate incident priorities. Additionally, all members of the unified command utilize a single incident command post, and participate in unified planning and resource management. The composition of the Unified Command will depend on the location of the incident and the type of incident as to which public safety organization has jurisdiction or legal authority. Other agencies that are involved, but lack jurisdictional responsibility are defined as “Supporting Agencies” and are represented in the Command Structure through interaction with the Liaison Officer. The Unified Command identifies resource needs and reports them to the Flagler County Emergency Operations Center.

Area Command

An Area Command is activated only if necessary, based on the complexity of the incident and to address span of control issues. An area command is established either to oversee the management of multiple incidents that are being handled by separate ICS organizations or to oversee the management of a very large incident that involves multiple ICS organizations. Area Command does not have operational responsibilities. The Area Command sets overall priorities, allocates resources, and ensures effective communications and that incident objectives are met. The Area Command identifies resource needs and reports them to the Flagler County Emergency Operations Center. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Unified Area Command

Area Command becomes Unified Area Command when incidents are multi-jurisdictional.

C. Use of the Incident Command System (ICS)

The Incident Command System is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organized structure, designed to aid in domestic incident management activities. It is used for a broad spectrum of emergencies, from small to complex incidents, both natural and manmade, to include acts of catastrophic terrorism.

The ICS organizational structure is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. The ICS structural organization builds from the top down except the operations section tends to expand from the bottom up; responsibility and performance begin with the Incident Command element and the Incident Commander (IC). When the need arises, four separate sections can be used to organize the staff. Each of these may have several subordinate units, or

branches, depending on the management requirements of the incident. If one individual can simultaneously manage all functional areas, no further organization is required. If one or more of the functions requires independent management, an individual is assigned responsibility for that function.

The Flagler County ICS for field operations is organized into five major functional areas: Command, Operations, Planning, Logistics, and Finance/Administration. The full detailed organizational chart can be found in Appendix C.

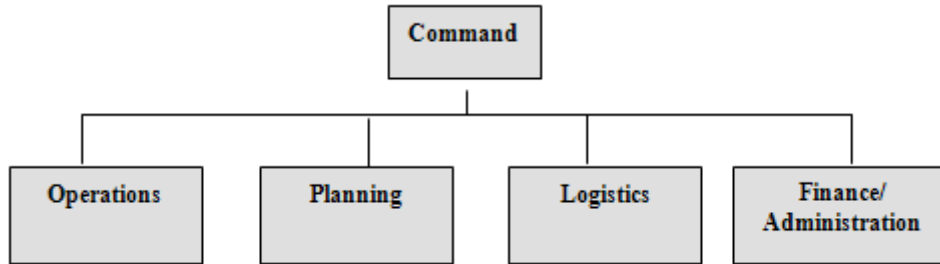


Figure 1.1: Major Functional Areas Within Flagler County's ICS

The Operations Section

The Operations Section is responsible for developing the tactical operations in support of Command's objectives and for all activities associated with providing emergency response services. The Operations Chief is the Key tactical decision-maker in large operations.

The Planning Section

The Planning Section is responsible for collecting, evaluating, and disseminating tactical information pertaining to the incident. This section maintains information and intelligence on the current and forecasted situation, as well as the status of resources assigned to the incident. The Planning Section prepares and documents Incident Action Plans (IAPs) and incident maps and gathers and disseminates information and intelligence critical to the incident. The Planning Section has four lead units and may include a number of technical specialists to assist in evaluating the situation and forecasting requirements for additional personnel and equipment.

The Logistics Section

The Logistics Section meets all support needs for the incident (except aircraft), including ordering resources through appropriate procurement authorities from off-incident locations. It also provides facilities, transportation, supplies, equipment maintenance and fueling, food service, communications, and medical services for incident personnel.

The Finance/Administration Section

When there is a specific need for financial reimbursement (individual or agency/department), and/or administrative services to support incident management activities, a Finance/Administration Section is established. Not all agencies will require such assistance. However, in large, complex scenarios involving significant financial management, the Finance/Administrative Section is an essential part of the ICS. In addition to monitoring multiple sources of funds, the Section Chief must track and report to the Incident Commander (IC) the financial “burn rate” as the incident progresses. This allows the Incident Commander to forecast the need for additional funds before operations are negatively affected.

D. Command and General Staff

Command

Command comprises the **Incident Commander and the Command Staff**. The first responder to arrive on scene is responsible for establishing command.

- The first responder on scene assumes the position of “Incident Commander” and continues in that role until command is transferred to another more qualified individual, terminated, or converted to Unified Command. Appropriate notification must be given to all responders of changes in command.
- It is at the discretion of the Incident Commander (IC), or Unified Command (UC), to appoint a Command Staff. If these positions are not

filled, their responsibilities fall to the IC/UC. The Command Staff generally consists of a Public Information Officer (PIO), Safety Officer (SO), and Liaison Officer (LO). The Command Staff has responsibility for key activities not specifically identified in the General Staff Functional Elements.

General Staff

The General Staff represent the major functional elements (Operations, Planning, Logistics, and Finance/Administration) of the Incident Command System. They are given specific titles consistent with the common terminology concept.

| Organizational Element | Leadership Position |
|------------------------|-------------------------|
| Incident Command | Incident Commander (IC) |
| Command Staff | Officer |
| Section | Section Chief |
| Branch | Branch Director |
| Divisions and Groups* | Supervisors |
| Unit** | Unit Leader |

*The hierarchical term *supervisor* is only used in the Operations Section.

**Unit leader designations apply to the subunits of the Planning, Logistics, and Finance/Administration Sections.

Figure 1.2: Nomenclature of Leadership Positions Within the NIMS Framework
 Source: National Incident Management System, 2004

E. Incident Commander/Unified Command

- The first individual to arrive on the scene assumes incident command until command is transferred to another, converted to Unified Command, or incident is terminated.
- The IC is responsible for all functions of incident management.
- The IC appoints and supervises Command Staff or assumes responsibilities of those positions.
- The IC expands ICS organization as necessary or assumes responsibilities of those functions.
- The IC determines incident objectives and strategy.
- The IC identifies an Incident Command Post location and locates there.

F. Command Staff

Public Information Officer (PIO)

- Incident Command will assign a PIO.
- The PIO interfaces with the public, media, and/or other agencies.
- The PIO monitors all incident-related information.
- There should be a single PIO for an incident, whether single or unified command is established.
- The PIO is responsible for organizing any assistants assigned from other agencies for maximum efficiency.
- The PIO secures the approval of the Incident Commander/Unified Command for all information released.

Safety Officer (SO)

- Incident Command will assign a SO.
- The SO monitors incident operations.
- There should be a single SO, regardless of single or unified command structure.
- The SO advises the IC/UC on all matters relating to operational safety, and health and safety of responders.
- The SO is responsible to the IC for systems, procedures to assess hazardous environments, coordinate multi-agency safety efforts, implement safety measures, and ensure safety.
- The SO has emergency authority to stop and prevent unsafe acts.
- The SO coordinates closely with the Operations Section Chief and Planning Section Chief regarding operational safety.
- The SO is responsible for organizing any assistants assigned from other agencies for maximum efficiency.
- NOTE: EACH AGENCY IS STILL RESPONSIBLE FOR ITS OWN PROGRAMS AND PERSONNEL SAFETY

Liaison Officer (LO)

- Incident Command will assign a LO.
- The LO coordinates with representatives from assisting and support agencies at the Command Post.
- The LO is responsible for organizing any assistants assigned from other agencies for maximum efficiency.
- Assistants may serve other Command Staff members to help manage workload.

Additional Command Staff

- Other Command Staff Positions may be necessary depending on the nature and location of the incident. For example, legal counsel, or a Medical Advisor may be necessary.
- Other staff should provide the IC with advice and recommendations pertaining to their area of expertise.

G. General Staff

The General Staff represent the major functional elements (Operations, Logistics, Planning, and Finance/Administration) of the Incident Command System. They are given specific titles consistent with the common terminology concept

Operations Section Chief

- There is only one Operations Section Chief for each operational period.
- The Operations Section Chief is responsible to the IC/UC for direct management of all incident-related operational activities.
- The Operations Section Chief establishes tactical objectives for each operational period, which sets the pace for the establishment actions of the other Section Chiefs.
- The Operations Section Chief assists in developing the operational portion of the Incident Action Plan (IAP) for that particular period of responsibility.
- The Operations Section Chief expands the Operations Section into Branches (Emergency Services, Human Services and Infrastructure) as necessary to maintain proper span of control.
- The Operations Section Chief supervises the Operations Section.
- The Operations Section Chief may have one or more deputies assigned from other agencies.
- The Operations Section Chief briefs other personnel on incident-related matters.
- The Operations Section Chief determines needs and requests additional resources.
- The Operations Section Chief assembles/disassembles Strike Teams and Task Forces assigned to Operations Sections.
- The Operations Section Chief reports information to the Incident Commander.
- The Operations Section Chief maintains a unit/activity log.

Logistics Section Chief

- The Logistics Section Chief is responsible for all resources necessary to support the operations section.

- The Logistics Section Chief orders resources from off-incident locations.
- The Logistics Section Chief is responsible for providing facilities, transport, supplies, equipment, maintenance, fuel, food services, communications and information technology support, emergency responder medical services, and inoculations.
- As needed, the Logistics Section Chief expands the Logistics Section into: Supply, Ground Support, Fuel, Facilities, Food, Communications, Volunteers/Donations, and Medical Units.

Planning Section Chief

- There is only one Planning Section Chief for each operational period.
- The Planning Section Chief reports to the IC/UC.
- The Planning Section Chief oversees all incident-related data gathering and analysis regarding operations and resources.
- The Planning Section Chief develops alternatives for tactical operations.
- The Planning Section Chief conducts planning meetings and facilitates operational period briefings.
- The Planning Section Chief prepares the Incident Action Plan (IAP) for each operational period.
- The Planning Section Chief generally comes from the jurisdiction with lead incident responsibility.
- The Planning Section Chief may have one or more deputies from other participating organizations.
- The Planning Section Chief expands the operations section into branches, as necessary to maintain span of control such as Resource Unit, GIS Unit, Situation Unit, Documentation Unit, Damage Assessment Unit, and Technical Specialists.
- The Planning Section Chief prepares demobilization plans.

Finance/Administration Section Chief

- The Finance/Administration Section Chief monitors multiple sources of funds.
- The Finance/Administration Section Chief tracks the financial “burn rate” and reports to the Incident Commander (IC).
- The Finance/Administration Section Chief monitors cost expenditures to ensure that statutory rules that apply are met.
- The Finance/Administration Section Chief maintains close coordination with the Planning Section and the Logistics Section.
- The Finance/Administration Section Chief expands the Finance/Administration Section into the Time Unit, the Procurement

Unit, the Compensation and Claims Unit and the Cost Unit as needed to meet the needs of the disaster.

1.6 *Emergency Support Functions*

During a disaster, the Flagler County Emergency Management Division may activate the Emergency Operations Center to support the responding agencies through the Incident Commander. The Emergency Operations Center is staffed and operated by the employees of Flagler County, representatives of municipalities, non-governmental organization representatives and other key response and recovery organizations.

The agencies and department representatives are organized according to the function that they are tasked to support, such as energy, bulk distribution, firefighting, etc. Some of these functions are called “Emergency Support Functions (ESFs)” while others are designated as Units or Groups. Each ESF, Group, or Unit has been incorporated into the overall ICS/EOC organization.

Emergency Support Functions, Groups, and Units represent functional groupings of types of assistance that jurisdictions are likely to need. A single agency is charged with responsibility for each ESF, Group, or Unit. Many other agencies support the lead agency (see Section 1.6.2 below for lead and support organizations for each Emergency Support Function). An agency may be designated as lead for an ESF, Group, or Unit for a number of reasons. The agency may have a statutory responsibility to perform that function, or through its programmatic or regulatory responsibilities, the agency may have developed the necessary expertise to lead the ESF, Group, or Unit. In some agencies, a portion of the agency's mission is similar to the mission of the ESF; therefore, the skills to respond in a disaster can be immediately translated from the daily business of that agency. For whatever the reason an agency is designated as the lead agency, that agency will have the necessary contacts and expertise to coordinate the activities of that support function. Further, a single agency may be involved in more than one ESF, Group, or Unit.

When the EOC is activated, the designated lead agencies send a representative to the EOC to coordinate that ESF, Group, or Unit. The lead agency has discretion as to how many, if any, support agencies it will require to support it or represent that ESF, Group, or Unit in the EOC. Due to the limited space available in the EOC, the attendance of support agencies should be closely coordinated.

The lead agency for the ESF, Group, or Unit will be responsible for obtaining all information relating to its activities and requirements caused by the disaster and disaster response. This information gathering will frequently require the lead agency to step outside traditional information gathering protocols. Within the Flagler County EOC, requests for assistance will be tasked to the corresponding ESF, Group, or Unit for completion. The lead agency will be responsible for coordinating the delivery of that assistance to the disaster area.

The Flagler County ESF system is distinctly different from the one used by FEMA (some differences in terminology are indicated in Table 1.8: Emergency Support Function

Comparison Chart, below). Flagler County’s ESF system closely approximates the 18 functions of the ESF system used by the State of Florida and adds an additional function (ESF-19, Special Needs) in order to maximize communication and ensure consistency with the next higher level of government. Each ESF at the County EOC interfaces with the corresponding ESF Agency at the State Level. This ESF process is also used by the State of Florida to respond to local requests for assistance. Therefore, if the State of Florida makes the determination to adopt the system currently used by FEMA, Flagler County is fully prepared to transition as well. Until that time, however, Flagler County will continue to use the existing system and has included the ESF Comparison Chart in this document to illustrate the differences that may be encountered between the FEMA ESF system and the Flagler County/State of Florida ESF system.

There are nineteen ESFs in Flagler County, each with its own Position Specific Guide and Emergency Operations Procedures, which is referenced herein, but not included as part of this CEMP. The nineteen ESFs are:

Table 1.7: Flagler County Emergency Support Function List

| | | | |
|---------------|----------------------------|---------------|-------------------------------|
| ESF-1 | Transportation | ESF-11 | Bulk Distribution |
| ESF-2 | Communications | ESF-12 | Energy |
| ESF-3 | Public Works & Engineering | ESF-13 | Military |
| ESF-4 | Firefighting | ESF-14 | Public Information |
| ESF-5 | Information & Planning | ESF-15 | Volunteers & Donations |
| ESF-6 | Mass Care | ESF-16 | Law Enforcement & Security |
| ESF-7 | Finance | ESF-17 | Animal Protection/Agriculture |
| ESF-8 | Health & Medical Services | ESF-18 | Business & Industry |
| ESF-9 | Search & Rescue | ESF-19 | Special Needs |
| ESF-10 | Hazardous Materials | | |

1.6.1 Emergency Support Function Comparison Chart

NOTE: There are distinct variations in the Emergency Support System of Flagler County and the one outlined in the National Response Framework and adopted by FEMA. These differences are shown in Table 1.8 in order to facilitate understanding and interaction with the appropriate ESF’s at the Federal level.

Table 1.8: Emergency Support Function Comparison Chart

| | Flagler | Florida | Federal |
|-------|--------------------------------|---|--|
| ESF # | Name | | |
| 1 | Transportation | Transportation | Transportation |
| 2 | Communications | Communications | Communications |
| 3 | Public Works & Engineering | Public Works | Public Works |
| 4 | Firefighting | Firefighting | Firefighting |
| 5 | Information & Planning | Plans | Emergency Management |
| 6 | Mass Care | Mass Care | Mass Care, Emergency Assistance, Housing, Human Services |
| 7 | Finance | Resource Management | Logistics Management and Resource Support |
| 8 | Health & Medical Services | Health and Medical Services | Public Health and Medical Services |
| 9 | Search & Rescue | Search & Rescue | Search & Rescue |
| 10 | Hazardous Materials | Environmental Protection | Oil and Hazardous Materials Response |
| 11 | Bulk Distribution | Food & Water | Agriculture and Natural Resources |
| 12 | Energy | Energy | Energy |
| 13 | Military Support | Military Support | Public Safety & Security |
| 14 | Public Information | Public Information | Long-term Community Recovery |
| 15 | Volunteers & Donations | Volunteers & Donations | External Affairs |
| 16 | Law Enforcement & Security | Law Enforcement & Security | |
| 17 | Animal Protection/ Agriculture | Animal & Agricultural Issues | |
| 18 | Business & Industry | Business, Industry & Economic Stabilization | |
| 19 | Special needs | | |

1.6.2 Brief Description of Emergency Support Functions

1.6.2.1 ESF-1: Transportation

The purpose of the Transportation Group (ESF-1) is to provide, in a coordinated manner, the resources (human, technical, equipment, facility, materials and supplies) of member agencies to support emergency transportation (air, ground, and water) needs during an emergency/disaster situation. This group will be supported in the EOC by county liaisons from District 5 Department of Transportation staff.

Lead Agency: Flagler County Public Transportation

Support Agencies: Flagler County School Board

Flagler County Sheriff's Office
Flagler County Public Works Department
Flagler County Airport

1.6.2.2 ESF-2: Communications

The purpose of the Communications Group (ESF-2) is to assure the provision of required communications support to State, County, and Municipal response efforts before, during, and immediately following a declared emergency or other disaster.

Lead Agency: Flagler County Innovation Technology (IT)

Support Agencies: Flagler County Emergency Management
Flagler County Sheriff's Office
Flagler County School Board Information Technology
Department
City of Palm Coast IT Department
City of Bunnell IT
Volunteer Radio Groups

1.6.2.3 ESF-3: Public Works and Engineering

The purpose of the Public Works and Engineering Group (ESF-3) is to coordinate Public Works resources, logistics, and personnel during an emergency event. The plan will create a central point of coordination for Public Works resources during an emergency or disaster for Flagler County.

Lead Agency: Flagler County Public Works Department

Support Agencies: Flagler County General Services Department
Flagler County Engineering Department
Palm Coast Public Works Department
City of Flagler Beach Public Works Department
City of Bunnell Public Works Department
Flagler County Health Department, Environmental
Division
Flagler County Building Department
Flagler County Property Appraiser
Flagler County Fire Rescue
Florida Department of Transportation

1.6.2.4 ESF-4: Firefighting

The purpose of the Firefighting Group (ESF-4) is to coordinate Flagler County Firefighting resources during an emergency or disaster in Flagler County.

Lead Agency: Flagler County Fire Rescue

Support Agencies: Flagler County Emergency Management
Flagler County Public Works
Flagler County Sheriff's Office
City of Bunnell Fire Department
City of Flagler Beach Fire Department
City of Palm Coast Fire Department
Florida Forest Service
Florida Fire Chiefs Association
State Fire Marshal's Office

1.6.2.5 ESF-5: Information and Planning

The purpose of the Information and Planning Group (ESF-5) is to: 1) collect, analyze, and disseminate tactical information on the nature, scope and potential impacts of an incident or major disaster; 2) use this intelligence to support the Command Group, Logistics, and Operations in their impact assessment and response missions; and 3) identify and anticipate future needs and resource requirements, and incorporate this analysis into Situation Reports and Incident Action Plans.

Lead Agency: Flagler County Emergency Management

Support Agencies: Flagler County Planning and Zoning
Flagler County Administrator's Office
Flagler County Sheriff's Office
City of Flagler Beach
City of Palm Coast
City of Bunnell
Town of Beverly Beach
Town of Marineland

1.6.2.6 ESF-6: Mass Care

The purpose of the Mass Care Group (ESF-6) is to coordinate the emergency provision of temporary shelters, emergency mass feeding, and the bulk distribution of coordinated relief supplies for victims of a disaster and disaster workers and long term temporary housing after closure of temporary shelters post disaster. Other responsibilities include documentation and reporting of

shelter residents, shelter injuries and casualties; determination of needs, and the processing of all requests to meet those needs, and securing donations of life supporting supplies. It should be noted the support function of the American Red Cross in mass care is to provide post-sheltering assistance for displaced residents.

Lead Agency: Flagler County Department of Health

Support Agencies: Flagler County Emergency Management
Flagler County Department of Health
American Red Cross
ASPCA (Animals)

1.6.2.7 ESF-7: Finance

The purpose of the Finance Group (ESF-7) is to acquire the necessary resources to support disaster operations. Provide fiscal and logistical managerial support through timely and efficient acquisition and distribution of resources, purchasing, contracting, renting and leasing of supplies and equipment. Other responsibilities include coordination of the documentation of reimbursable expenditures as determined by the Federal Emergency Management Agency (FEMA) and the State of Florida.

Lead Agency: Flagler County Financial Services Department

Support Agencies: Flagler County Clerk of Circuit Court
Flagler County Sheriff's Office
City of Palm Coast
City of Bunnell
City of Flagler Beach

1.6.2.8 ESF-8: Health and Medical Services

The purpose of the Health and Medical Services Group (ESF-8) is to identify health and medical needs of the entire county before, during, and after a disaster. This group is also responsible for coordinating the health and medical resources needed in responding to public health and medical care needs following a significant natural disaster or manmade event.

Lead Agency: Flagler County Health Department

Support Agencies: Florida Hospital Flagler
Flagler County Emergency Services
Medical Reserve Corps
City of Palm Coast
City of Bunnell

1.6.2.9 ESF-9: Search and Rescue

The purpose of the Search and Rescue Group (ESF-9) is to provide search and rescue coordination and support services in support of emergency events in Flagler County. This group can provide personnel and resources to support prevention, preparedness, response, recovery and mitigation in support of the lead emergency management objectives. Each municipality will be responsible for search and rescue operations within their respective jurisdictions. Flagler County may provide mutual aid assistance upon request.

Lead Agency: Flagler County Sheriff's Office

Support Agencies: Florida Department of Law Enforcement
Flagler County Fire Rescue
Flagler Beach Police and Fire Departments
Bunnell Police and Fire Department
Palm Coast Fire Department
Florida Fire Chiefs' Association
Flagler County Public Works Department
Child Abduction Response Team

1.6.2.10 ESF-10: Hazardous Materials

The purpose of the Hazardous Materials Group (ESF-10) is to provide hazardous materials coordination and support services in support of emergency events in Flagler County. This group can provide personnel and resources to support prevention, preparedness, response, recovery and mitigation in support of the primary emergency management objectives.

Lead Agency: Flagler County Fire Rescue

Support Agencies: Flagler County Health Department
Flagler County Emergency Management
Flagler County Public Works Department
Flagler County Sheriff's Office
Flagler Beach Fire Department
Bunnell Fire Department
Palm Coast Fire Department

1.6.2.11 ESF-11: Bulk Distribution

The purpose of the Bulk Distribution Group (ESF-11) is to plan for and provide for the distribution of food, water and ice to local victims following a disaster and to process all requests for needs and donations of food and water supplies in coordination with the Plans Group (ESF-5) and the Volunteer and Donations Group (ESF-15).

In the wake of a major disaster requiring the need for distribution of food, water and ice to the public, pre-identified locations for distribution will be prepared and the commodities transported to each location.

Lead Agency: Flagler County General Services Department

Support Agencies: Flagler County Department of Health
Flagler County Airport
Flagler County School Board
Flagler County Sheriff's Office
American Red Cross
Salvation Army
Flagler County Emergency Management
Faith Based Organizations
Flagler County Chamber of Commerce & Affiliates

1.6.2.12 ESF-12: Energy

The purpose of the Energy Group (ESF-12) is to establish response activities of the energy organizations and utilities in responding to and recovering from fuel shortages, power outages and capacity shortages which impact or threaten to impact Flagler County citizens and visitors during and after a disaster situation. Expedient recovery is dependent upon the restoration of power to homes and businesses. Power outages are usually caused by major disasters such as hurricanes, tornadoes or other severe weather. However, other events such as fuel shortages, civil disturbances, disruption of transmission and distribution systems or power generating plant failure may also cause temporary disruption of power.

Lead Agency: Florida Power & Light

Support Agencies: Flagler County Public Works Department
Flagler County General Services, Utilities Division
Teco Gas
City of Bunnell
City of Flagler Beach
City of Palm Coast
Town of Beverly Beach

Town of Marineland

1.6.2.13 ESF-13: Military Support

The purpose of the Military Support Group (ESF-13) is to provide military support coordination. This group can provide personnel and resources to support prevention, preparedness, response, recovery and mitigation in support of the primary emergency management objectives.

Lead Agency: Florida National Guard

Support Agencies: Flagler County Emergency Management
Flagler County Sheriff's Office
National Guard Air Defense Battery

1.6.2.14 ESF-14: Public Information

The purpose of the Public Information Group (ESF-14) is to disseminate information on emergencies to county officials, emergency services staff, media outlets, municipal officials and the public through the news media. Additionally, this group will maintain liaison with municipalities, special districts, contiguous political jurisdictions and state and federal level authorities.

Lead Agency: Flagler County Public Information Office

Support Agencies: Flagler County Administration
Flagler County Emergency Management
State Division of Emergency Management
Flagler County School Board
City of Bunnell
Town of Beverly Beach
Town of Marineland
City of Flagler Beach
City of Palm Coast

1.6.2.15 ESF-15: Volunteers and Donations

The purpose of the Volunteers and Donations Group (ESF-15) is to coordinate the efficient and effective utilization of volunteers and donated resources to meet the needs of the impacted area(s) of Flagler County following a disaster or other incident of significance. The scope of this group is two-fold: 1) to coordinate response/recovery efforts as related to volunteers (pre-assigned and convergent); and 2) to ensure the expeditious response/recovery delivery of donated goods to the affected area. This group is also responsible for the overall management, coordination, training and prioritization of volunteer

support and distribution of donated resources to meet the needs of the impacted area(s) following a disaster or other incident of significance.

Lead Agency: Flagler Volunteer Services
Flagler Emergency Management Volunteers

Support Agencies: American Red Cross
Salvation Army
Community Organizations Active in Disaster (COAD)
Faith-Based Organizations
Flagler County Administration
Flagler County Long Term Recovery Coalition

1.6.2.16 ESF-16: Law Enforcement and Security

The purpose of the Law Enforcement and Security Group (ESF-16) is to provide law enforcement coordination and response services in support of emergency events in Flagler County and to establish procedures for the use of the Florida National Guard in security missions requested by local law enforcement. This group can provide personnel and resources to support prevention, preparedness, protection, response, recovery and mitigation in support of the primary emergency management objectives.

Lead Agency: Flagler County Sheriff's Office

Support Agencies: Flagler County Emergency Management
Municipal Police Departments
Florida Department of Law Enforcement
Florida Highway Patrol
Florida Fish and Wildlife Conservation Commission
Florida National Guard
Regional Domestic Security Task Force

1.6.2.17 ESF-17: Animal Protection/Agriculture

The purpose of the Animal Protection/Agriculture Group (ESF-17) is to provide for the coordination of local resources in response to small pet, service animals, livestock, and exotic animal care needs before, during, and following a significant natural or technological disaster. Animal issues are often overlooked in the planning process for disasters. Many people will not evacuate if the needs of their pets during an evacuation are not addressed. This lack of planning, caused by the belief that animals can fend for themselves, leads to serious problems when these animals are forced from their habitats due to injury, fear or hunger. It also results in potential injury or death for those individuals who choose not to evacuate because they refuse to leave their pets. By developing operational procedures to care for these animals prior to such

an event, this group will help reduce animal-related issues in emergencies. Pet evacuations and pet shelter issues are also addressed in the Flagler County Emergency Animal Plan.

Lead Agency: Flagler County Extension Service - livestock
Flagler Humane Society- domestic/ household pets

Support Agencies: Flagler County Health Department/Environmental Health
University of Florida College of Veterinary Medicine
Florida Fish and Wildlife Conservation Commission
City of Palm Coast – Animal Control
Florida Disaster Animal Response Team (D.A.R.T.)
Florida State Agricultural Response Team (S.A.R.T.)
ASPCA (Animals)

1.6.2.18 ESF-18: Business and Industry

The purpose of the Business and Industry Group (ESF-18) is to provide guidance and coordinate issues with Flagler County’s business community in all phases of emergency management – preparedness, protection, response, recovery and mitigation – in a sustained effort to reduce the vulnerability of this key sector to the effects of disasters, to more economically and efficiently utilize local resources, and to expedite response and recovery when a major disaster occurs.

Lead Agency: Flagler County Chamber of Commerce & Affiliates

Support Agencies: Flagler County Economic Opportunity Department
Florida Department of Economic Opportunity
Flagler Tourism Office

1.6.2.19 ESF-19: Special Needs

The purpose of the Special Needs Group (ESF-19) is to provide Flagler County with a “Special Needs” process of registration, maintenance of the registry, transportation for those who may require assistance, provision of trained shelter staff, provisions of any necessary supplies, and shelters that support those special/functional needs. Additionally, this group, along with the various Support Agencies, will provide transportation to and from the special needs shelter(s), provide adequate shelter staff, provide adequate training for shelter staff, maintain an inventory of basic supplies for use in the shelter, and obtain agreements with local providers where possible or practical for additional supplies (medications, oxygen, and other medical supplies) as needed.

Lead Agency: Florida Health Flagler (DOH)
Flagler County Emergency Management

Support Agencies: Flagler County School Board
Flagler County Home Healthcare Agencies
Flagler County Public Transportation
Salvation Army

1.7 *Training*

1.7.1 **General**

Flagler County Emergency Management is compliant with the requirements of the Homeland Security Exercise and Evaluation Program (HSEEP) which is a capabilities and performance-based exercise program which provides a standardized policy, methodology, and terminology for exercise design, development, conduct, evaluation, and improvement planning. HSEEP compliance is defined as adherence to specific processes and practices for exercise program management and exercise design, development, conduct, evaluation, and improvement planning. FCEM complies with the four HSEEP performance requirements. These requirements are as follows:

1. Conduct an annual Training and Exercise Planning Workshop and maintain a Multi-year Training and Exercise Plan.
2. Plan and conduct exercises in accordance with the guidelines set forth in HSEEP policy.
3. Develop and submit properly formatted After Action Report/Improvement Plans (AAR/IP).
4. Track and implement corrective actions identified in the AAR/IP.

This section outlines a training program which ensures emergency responders and the public fully understand the overall concept of Emergency Management and their responsibilities before, during, and after an emergency/disaster.

1.7.2 **Concept of Operations**

1.7.2.1 *General*

Flagler County Emergency Management has prepared a training program to provide guidance for local governments to improve their capability for mitigation activities, as well as, respond effectively to and recover from an emergency or disaster. The training program is coordinated through the Emergency Manager and implemented by all Emergency Management Staff.

The training program shall have three dimensions:

1. Programs and courses available through the Federal Emergency Management Agency, the State, and other governmental/volunteer agencies.
2. Local departmental emergency response training.
3. Community based awareness, disaster workshops, self-help, population protection procedures, and public awareness training for the general public.

1.7.2.2 *Training Program*

1. Mitigation/Preparedness:
 - Division/agency heads will designate Emergency Coordinators within their organization.
 - Division/agency heads and Emergency Coordinators will participate in Emergency Management training to better prepare their organization for responding to emergencies/disasters.
 - Divisions/agencies will identify needed emergency management training, and request it from Flagler County Emergency Management.
 - All divisions/departments/agencies are encouraged to budget for training and exercises.
2. Response
 - The Emergency Management Institute and the Florida Division of Emergency Management provide resident training for law enforcement, medical, fire services, utilities, and emergency management personnel, as well as, local appointed officials and their staff.
 - Resident training at the Emergency Management Institute is encouraged for response groups from the jurisdictions to better understand the Integrated Comprehensive Emergency Management concept and the local Plan.
 - The objectives of emergency management training are to develop team skills for the Flagler County Emergency Operations Center; field operations; information systems; technical information related to hazard mitigation, preparedness, response, and recovery; and roles and responsibilities of all levels of government and the private sector in the face of emergencies or disasters.
 - Group training is provided for the Flagler County Emergency Operations Center staff; the Executive Team; individuals; information officers; all government division/department heads and their Emergency Coordinators; damage assessment teams; school board personnel; medical/health and institutional personnel; volunteers; communications/dispatchers to ensure all staff complete required NIMS training and other training as it relates to their emergency role/function.

- Internal training consists of the concepts of field operations and key components of the Flagler County Comprehensive Emergency Management Plan. An overview of the Flagler County Comprehensive Emergency Management Plan and training is essential to departments/agencies in developing their department's emergency procedures.
- Internal training should be done on-site and in groups.
- Community awareness programs are provided to train citizens as to what actions are expected of them before, during, and after an emergency/disaster.
- Preparing citizens for protective action and self-help practices immediately following a disaster is part of the emergency management training program.
- The emergency management training program encourages members of all groups to take advantage of available training.
- Exercises:
 - a. General
 - b. "Exercising" is the primary way to activate, test, and evaluate the components of the Flagler County Comprehensive Emergency Management Plan and to determine how effectively the plan will work in an actual emergency/disaster situation.
 - c. Principal Reasons for Conducting Exercises:
 1. To detect deficiencies in a plan,
 2. To detect deficiencies in the overall system,
 3. To identify potential personnel and staffing issues of divisions/agencies/departments, and
 4. To detect problems relative to functions and operations of equipment, and the personnel to operate such equipment.
 - d. Progressive Exercising
 - Tabletop exercises are designed to detect potential problems with coordination, to determine the appropriateness and effectiveness of assigned responsibilities, and to achieve a certain level of familiarity with a plan.
 - Functional exercises are more complex and are designed to test individual functions, such as direction and control, multiple functions, decision making, warning, public information, or recovery.
 - Full-scale exercises are the highest level of exercise. It is the culmination of the exercise program. It is designed to evaluate the operational capability of the emergency management system over a substantial period of time. It tests major components and sub-components of the plan.
 - e. Exercise Requirements for Every Jurisdiction

Each of the municipalities in Flagler County is responsible by law for the safety and welfare of its citizens. Training should, therefore, involve the utilization of all municipal, as well as county

capabilities in a coordinated effort in accordance with individual plans and Standard Operating Guidelines (SOG).

- Flagler County Emergency Management will conduct an annual exercise which will incorporate the participation of all County agencies and municipalities, utilizing the County CEMP as a guide.
- A functional exercise is to be conducted once every three years in a four-year period.
- A full-scale exercise is required every four years.

f. After Action Report/Improvement Plan

After each exercise is conducted, constructive evaluations will be used through the use of Exercise Evaluator Guides (EEGs) to develop After Action Reports (AARs) and Improvement Plans (IPs) in an effort to test the county's responsiveness and capabilities and test components of the CEMP and supporting annexes. Any deficiencies or best practices developed from these exercises will be incorporated into the CEMP and supporting plans to ensure optimal preparedness.

3. Recovery

- a. Recovery exercises complete the process of exercising the Flagler County Comprehensive Emergency Management Plan. Recovery exercises are designed to fit the format from tabletop to full-scale exercises.
- b. Individual and departmental evaluations of exercise performance are used to determine internal training requirements.
- c. Group and individual training at the Emergency Management Institute should be scheduled routinely. These courses cover natural and technological hazards, as well as event-specific courses.

1.7.3 Responsibilities

Flagler County Emergency Management is responsible for ensuring that Flagler County Emergency Operations Center staff and operational responders fully understand their procedures and responsibilities, as outlined in the Flagler County Comprehensive Emergency Management Plan. Training and scheduling of training for Emergency Management purposes will be coordinated through Flagler County Emergency Management. Department/agency heads should budget for, and participate in, training activities related to emergency preparedness programs.

- Flagler County Emergency Management will:
 - Coordinate all disaster-related training within the County to ensure that all of the overall objectives of the CEMP are being met. Examples of areas which should be coordinated community-wide:

- Radiological monitoring
 - Shelter management
 - Damage assessment
- Assist County departments and agencies, municipalities, and non-governmental disaster agencies as required in attaining coordinated training and education objectives.
- Utilize, to the fullest extent, all available means to reach the maximum number of County residents to provide sufficient public information with which to develop individual preparedness plans. Examples of media which can be used to disseminate public information:
 - Booklets, pamphlets, and brochures for public distribution
 - Lectures and seminars relating to personal disaster preparation
 - Local public information spots on radio and television
 - Public Service Announcements
 - CodeRED notifications
 - Social media updates
 - County emergency management website
- Conduct exercises to evaluate components of the CEMP. Upon completion of exercises, procedures and training will be modified to correct the deficiencies noted.
- Track training and exercise participation for all emergency management staff to ensure that all staff receive the necessary training for their respective roles.
- Municipalities: the Mayor (or designee) is responsible for the training of personnel under the jurisdiction of that office. Appropriate personnel should attend training courses offered by Federal, State, and local organizations whenever possible.

Agencies or departments which have primary and support responsibilities for ESFs, Groups, or Units will establish training programs covering their respective responsibilities in accordance with approved guides and annexes.

1.8 *Financial Management*

It is the intent of this policy to provide guidance for basic financial management to all departments and agencies responding under the provisions of the plan and to ensure those funds are provided expeditiously and those financial operations are conducted in accordance with appropriate policies, regulations, and standards.

1.8.1 Assumptions

1. Due to the nature of most emergency situations, financial operations will often be carried out with compressed time frames and other pressures, necessitating the use of non-routine procedures. This, in no way, lessens the requirements of sound financial management and accountability.

2. A Presidential major disaster or emergency declaration authorizes federal disaster assistance through the Federal Disaster Relief Fund under the provisions of the Stafford Act. Additional financial resources are initiated at the local and State levels.

1.8.2 Expenditure of Funds

Timely financial support of any extensive response activity could be crucial to saving lives and property. While innovative and expeditious means of procurement are called for during times of emergencies, it is still mandatory that good accounting principles and practices be employed in order to safeguard the use of public funds from the potential of fraud, waste, and abuse.

In concert with state and federal guidelines, officials of the primary and support agencies will give approval for expenditure of funds for response operations. Each agency is responsible for establishing effective administrative controls of funds and segregation of duties for proper internal controls, and to ensure that actions taken and costs incurred are consistent with the missions identified in this plan. Each municipality is responsible for financial management of its own response and recovery operations.

Extreme care and attention to detail must be taken throughout the emergency response period to maintain daily activity logs, formal records, and file copies of all expenditures (including personnel time sheets, receipts, invoices, etc.) in order to provide clear and reasonable accountability and justification for future reimbursement requests. Reimbursement is NOT an automatic "given." Accordingly, deliberative prudence should be used as time and circumstances allow.

The Financial Services Department of Flagler County, in coordination with Purchasing Division and the County's zero-dollar, stand-by financial recovery contractors, will coordinate a training schedule for emergency event financial reporting and records maintenance requirements to coincide with Emergency Management's annual training and exercise schedule. Emergency Management staff will also ensure that all finance staff are made aware of any state or FEMA sponsored trainings held nearby.

All records relating to the allocation and disbursement of funds pertaining to activities and elements covered in this plan must be maintained, as applicable, in compliance with:

- The Code of Federal Regulations - Title 44 Emergency Management and Assistance (CFR 44); CFR 44 Part 2, Super Circular and Federal Statutes, in a manner consistent with provisions of the Stafford Act
- Chapter 252, Florida Statutes, relating specifically to emergency management powers and responsibilities of local government
- The County and Municipal Finance Departments

- The Handbook for Disaster Assistance, which can be obtained from the Flagler County Emergency Management Division office
- Public Assistance Guide (FEMA 322/June 2007)
- Public Assistance Program & Policy Guide (FP 104-009-2/January 2016).

The Financial Management Team is responsible for implementing, maintaining, and tracking all financial projects and matters during and after a disaster. The team will consist of:

- County Financial Services Director
- County Purchasing Manager
- County Human Services Program Coordinator
- Budget Analyst
- Financial Recovery Consultants (if the scope of the disaster is large enough to necessitate).

The Finance Director is responsible for implementing, maintaining and tracking all financial projects and matters during and after a disaster with assistance from Emergency Management staff as needed.

Each municipality in Flagler County is responsible for their own financial management during a disaster. Flagler County will offer guidance on policies, regulations and standards to the municipalities to ensure that expenditures are disaster related and can be included in the FEMA reimbursement process.

Funding sources for day-to-day emergency management activities and operations include the following:

- Emergency Management Preparedness and Assistance Trust Fund (EMPATF)
- County Base Grant Program
- Emergency Management Competitive Grant Program
- Municipal Competitive Grant Program
- Emergency Management Performance Grant (State Homeland Security Grant Program)

Pre-Disaster Funding Sources are available through the following:

- Pre-Disaster Mitigation Program
- Flood Mitigation Assistance

Post Disaster Funding Sources are available through FEMA:

- Public Assistance Program
- Individual Assistance Program
- Hazard Mitigation Grant Program
- Fire Management Assistance Program

1.9 *Mutual Aid Agreements and Memoranda of Understanding*

Mutual aid requests for Flagler County are coordinated through Flagler County Emergency Management as referenced in the Statewide Mutual Aid Agreement. Flagler County, the City of Bunnell, the Town of Beverly Beach, the City of Flagler Beach, the Town of Marineland, and the City of Palm Coast are signatories to the Statewide Mutual Aid Agreement. The Emergency Manager has responsibility for overseeing the mutual aid process in a disaster and coordinating the financial aspects with the Financial Services Director.

Conversely, any request from outside Flagler County will be coordinated through Emergency Management as referenced in the State Wide Mutual Aid Agreement. The Clerk of the Court will maintain original agreements with working copies at the department level.

Flagler County has responded to Mutual Aid requests from other counties including EMS units, fire apparatus, law enforcement assets and personnel. The documentation used to bill the receiving County included time sheets, travel logs, receipts and completed ICS Forms. This is the minimum documentation required by Flagler County.

In addition to the SMAA, Flagler County also has interlocal agreements with municipalities including, but not limited to agreements for cost sharing, Residential Construction Mitigation Program assistance, etc.

1.10 *Reference and Authorities*

Ultimate responsibility for the protection of life and property and the preservation of public peace, health and safety lies with local governments. The authority for local governments to respond to situations and take actions necessary to safeguard the life and property of citizens is set forth in the following regulations.

1.10.1 Flagler County

Section 252.38, Florida Statutes delineates the emergency management responsibilities of political subdivisions in safeguarding the life and property of citizens and other persons within the political subdivision. Key points within the relevant statutes are listed below.

- Flagler County shall perform emergency management functions within the territorial limits of Flagler County and conduct those activities pursuant to 252.31-252.933, and in accordance with state and county emergency management plans and mutual aid agreements. Flagler County has the authority to establish, as necessary, a primary and one or more secondary emergency operating centers (EOCs) to provide continuity of government, direction, and control of emergency operations.

- Flagler County has the power to appropriate and expend funds; make contracts; obtain and distribute equipment, materials, and supplies for emergency management purposes; provide for the health and safety of persons and property, including assistance to victims of any emergency; and direct and coordinate the development of emergency management plans and programs in accordance with the policies and plans set forth by federal and state emergency management agencies.
- Flagler County has the authority to request state assistance, or invoke emergency related mutual aid assistance by declaring a Local State of Emergency (LSE). The duration of the LSE shall be limited to seven days, and it may be extended as necessary in seven-day increments. Flagler County participates in the statewide mutual aid agreements in existence. The County also has the power and authority to waive the procedures and formalities otherwise required of Flagler County by law pertaining to:
 - Performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community
 - Entering into contracts and incurring obligations
 - Employment of permanent and temporary workers
 - Utilization of volunteers
 - Rental of equipment
 - Acquisition and distribution, with or without compensation, of supplies, materials, and facilities
 - Appropriation and expenditure of public funds
- Flagler County recognizes the right of municipalities within the County to establish their own emergency management plans and programs. Those municipalities establishing emergency management programs will coordinate their activities and programs with Flagler County Emergency Management in accordance with Section 252.38(2), Florida Statutes.

Flagler County Emergency Services serves the entire county. It is the responsibility of Flagler County to establish and maintain an emergency management agency, develop a comprehensive emergency management plan, and develop a program that is consistent with the State Comprehensive Emergency Management Plan and program.

Flagler County Emergency Management shall review emergency management plans required of external agencies and institutions.

The Flagler County School Board shall, during a declared Local State of Emergency and upon the request of the Chairman of the Flagler County Board of County Commissioners, participate by providing facilities and personnel to staff those facilities for response and recovery operations. The Flagler County School Board shall, when providing transportation assistance, coordinate the use of vehicles and personnel with the Transportation Group (ESF-1).

1.10.2 Ordinances and Administrative Rules

The following ordinances and administrative rules apply to Flagler County Emergency Management activities.

1.10.2.1 *State of Florida Statutes*

- Chapter 1, Definitions
- Chapter 7, County Boundaries
- Chapter 14, Title IV, Executive Branch, Governor
- Chapter 22, Emergency Continuity of Government
- Chapter 23, Florida Statutes, as amended by Chapter 93-211, Laws of Florida
- Chapter 30, Sheriffs
- Chapter 73, Eminent Domain
- Chapter 74, Proceedings Supplemental to Eminent Domain
- Chapter 125, County Government; Chapter 162, County or Municipal Code Enforcement; Chapter 165, Title XII, Municipalities, Formation of Local Governments; Chapter 166, Municipalities; and Chapter 553, Building Construction Standards
- Chapter 154, Public Health Facilities
- Chapter 161, Beach and Shore Preservation; Part III, Coastal Zone Preservation
- Chapter 163, Intergovernmental Programs; Part I, Miscellaneous Programs and Part II and III Community Development and Community Redevelopment
- Chapter 166, Municipalities
- Chapter 187, State Comprehensive Plan
- Chapter 215, Financial Matters
- Chapter 216, Planning and Budget
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- Chapter 250, Military Matters
- Chapter 252, Emergency Management
- Chapter 284, State Risk Management and Safety Programs
- Chapter 287, Procurement of Personal Property and Services
- Chapter 321, Highway Patrol
- Chapter 376, Pollutant Discharge
- Chapter 377, Energy Resources
- Chapter 380, Land and Water Development
- Chapter 381, Title XXIX, Public Health
- Chapter 401, Medical Communications and Transportation
- Chapter 403, Environmental Control
- Chapter 404, Radiation
- Chapter 406, Medical Examiners. Disposition of Dead Bodies
- Chapter 409, Title XXX, Social Welfare

- Chapter 413, Blind Services Program
- Chapter 633, Fire Prevention and Control
- Chapter 427, Transportation Services
- Chapter 581, Plant Industry
- Chapter 590, Forest Protection
- Chapter 768, Good Samaritan Act
- Chapter 870, Affrays, Riots, Routs and unlawful assemblies
- Chapter 943, Law Enforcement
- Chapter 1013, Educational Facilities
- Administrative Rules State of Florida
- Administrative Rules 9G-2, 6, 11, 12, 14, 16, 17, 19, 20 and 22

1.10.2.2 Federal Laws

- Public Law 93-288, as amended, which provides authority for response assistance under the Federal Response Plan, and which empowers the President to direct any Federal agency to utilize its authorities and resources in support of state and local assistance efforts (The Robert T. Stafford Disaster Relief and Emergency Assistance Act)
- Public Law 93-234, Flood Disaster Protection Act of 1973, as amended, provides insurance coverage for all types of buildings
- Public Law 81-290, the Federal Civil Defense Act of 1950, as amended, provides a system for joint capability building at the federal, state and local levels for all types of hazards
- Public Law 99-499, Superfund Amendments and Reauthorization Act of 1986, which governs hazardous materials planning and right-to-know
- Public Law 101-615, Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents
- Public Law 95-510, Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA) as amended, which requires facilities to notify authorities of accidental releases of hazardous materials
- Public Law 101-549, Clean Air Amendments of 1990, which provides for reductions in pollutants
- Public Law 85-256, Price-Anderson Act, which provides for a system of compensating the public for harm caused by a nuclear accident
- Public Law 84-99 (33 USC 701n), Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, or repair and restoration of flood control works threatened or destroyed by flood
- Public Law 91-671, Food Stamp Act of 1964, in conjunction with section 412 of the Stafford Act, relating to food stamp distributions after a major disaster

- Public Law 89-665 (16 USC 470 et seq.), National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters
- Pets Evacuation & Transportation Standards Act of 2006 (PL 109-308)
- Stewart B. McKinney Homeless Assistance Act, 42 USC 11331-11352, Federal Emergency Management and Shelter Program. National Flood Insurance Act of 1968, 42 USC 4001 et seq.
- *Homeland Security Presidential Directive-3: Homeland Security Advisory System*
- *Homeland Security Presidential Directive-5: Assigned Sec. of DHS as FCO, Attn General as lead for terrorist incidents through FBI; made NIMS adoption requirement for receiving federal preparedness grants*
- *Presidential Policy Directive PPD-8: requires national preparedness goal, National Preparedness System, annual national preparedness report, employ nationwide/whole community approach*
- *Presidential Policy Directive-21, Critical Infrastructure Security and Resilience*
- Presidential Decision Directive-39, United State Policy on Counter Terrorism
- Presidential Decision Directive-62, United States Policy on Combating Terrorism
- Presidential Decision Directive-63, United States Policy on Protecting America's Critical Infrastructures
- Presidential Decision Directive-67, United States Policy on Enduring Constitutional Government and Continuity of Government
- Executive Order 11988, Flood Plain Management
- Executive Order 11990, Protection of Wetlands
- Executive Order 12241, Transferring Review and Concurrence Responsibility for State Plans from the NRC to FEMA
- Executive Order 12656, Assignment of Emergency Preparedness Responsibilities
- Executive Order 12657, Federal Emergency Management Assistance in Emergency Planning at Commercial Nuclear Power Plants
- CFR 44 Part 2, Super Circular
- CFR 44 Parts 59-76, National Flood Insurance Program and related programs
- CFR 44 Part 13 (The Common Rule), Uniform Administrative Requirements for Grants and Cooperative Agreements
- CFR 44 Part 206, Federal Disaster Assistance for Disasters Declared after November 23, 1988
- CFR 44 Part 10, Environmental Conditions
- CFR 44 Part 14, Audits of State and Local Governments

1.10.2.3 Flagler County Ordinances

- Flagler County Comprehensive Plan, 2016 as amended
- Chapter 12, Emergency Management, Flagler County Code of Ordinances
- Chapter 14, Fire Prevention and Protection, Flagler County Code of Ordinances
- Chapter 15, Health, Flagler County Code of Ordinances
- Chapter 8, Buildings and Construction, Flagler County Code of Ordinances
- Chapter 5, Animals, Flagler County Code of Ordinances

1.10.2.4 Flagler County Plans, Guides, and Agreements

- Flagler County Position Specific Guides for EOC Organization Chart (2016)
- Flagler County Hazard Specific Guides (HSGs) and Interagency Coordination Procedures (ICPs)
- Call Center Operational Guide
- Debris Management Plan
- Damage Assessment Guide
- Disaster Housing Plan (draft)
- Special Needs Operating Procedures and Operations Plan
- Logistics Plan and Fuel Strategy (includes DRC)
- Duty Officer Protocol Guide
- Shelter Management Standard Operating Guideline
- Federal Infrastructure Assistance Guide (draft)
- Volunteer Operating Guidelines
- Evacuation and Re-entry Plan
- Continuity of Operations Plan
- Continuity of Government
- Local Mitigation Strategy (2016)
- Unmet Needs/Community Relations Plan (draft)
- Domestic Animal Shelter Plan (draft)
- Large Animal Shelter Plan
- Flagler County EOC Handbook (draft)
- Emergency Operations Building Security Policy
- Community Wildfire Preparedness Plan (draft)
- Airport Security Plan (2010)
- MOU with Flagler Volunteer Services
- Statewide Mutual Aid Agreement
- Post Disaster Building Permit Procedures (draft)
- Post Disaster Redevelopment Plan (draft)
- American Society for the Prevention of Cruelty to Animals (ASPCA) MOU

1.11 *Direction and Control*

1.11.1 **Governor**

Under the provisions of Section 252.36, Florida Statutes, the Governor is responsible for meeting the dangers presented to the State and its people by emergencies. In the event of an emergency beyond the control or capability of local governments, the Governor may assume direct operational control over all or any part of the emergency management functions within the State. Pursuant to the authority vested in that position under Section 252.36, the Governor may:

- Declare a State of Emergency to exist through the issuance of an Executive Order or Proclamation;
- Activate the response, recovery, and mitigation components of existing State and local emergency plans;
- Serve as Commander in Chief of the organized and voluntary militia, and of all other forces available for emergency duty;
- Authorize the deployment and use of any forces, supplies, materials, equipment, and facilities necessary to implement emergency plans;
- Suspend the provisions of any regulation, statute, order, or rule prescribing the procedures for conducting government business if compliance would in any way hinder or delay necessary emergency actions;
- Utilize all available resources of the State and local governments, as reasonably necessary to cope with the emergency;
- Transfer the direction, personnel, and functions of State agencies to assist in emergency operations;
- Commandeer or utilize any private property necessary to cope with the emergency;
- Direct and compel the evacuation of all or part of the population from any threatened or stricken area;
- Prescribe routes, modes of transportation, and destinations for evacuees
- Control ingress and egress to and from an emergency area, the movement of persons within the area, and occupancy of premises therein;
- Suspend or limit the sale, dispensing, or transportation of alcoholic beverages, firearms, explosives, or combustibles; and
- Make provisions for the availability of temporary emergency housing.

1.11.2 **Governor's Authorized Representative**

Section 252.36, Florida Statutes, authorizes the Governor to delegate or otherwise assign his command authority and emergency powers as deemed prudent. The Governor has appointed the State Coordinating Officer (State Director of the Florida Division of Emergency Management) as his authorized representative to act on his behalf in carrying out the provisions of Chapter 252, Florida Statutes.

1.11.3 Board of County Commissioners

Under the provisions of Section 252.38, Florida Statutes, the Board of County Commissioners is responsible for safeguarding the life and property of the citizens of Flagler County, and to provide for the effective and orderly governmental control and coordination of emergency operations. For the purpose of effectively carrying out these emergency responsibilities, the Board has delegated these authorities to the County Administrator and/or his designee.

1.11.4 Director of Emergency Management

Section 252.38, Florida Statutes, directs each county to establish an Emergency Management Agency, and appoint a Director to carry out the provisions of Section 252.31-252.90, Florida Statutes. The Director of Flagler County Emergency Management is the designated Emergency Manager for the County and provides coordination for all response and recovery activities. In this capacity, the Director is directly and solely responsible for:

- Organization, administration, and operation of the Emergency Management Agency, the County Emergency Operations Center, and other related operational facilities;
- Serving in the capacity of advisor to the Board of County Commissioners during emergency or disaster operations;
- Coordinating activities, services, and programs to emergency planning and emergency response throughout Flagler County;
- Maintaining liaison with State, Federal, and other local emergency management agencies;
- Development and maintenance of operational planning for emergency responses;
- Instituting training programs and public information programs;
- Ascertaining the requirements of the County in order to implement emergency response operations;
- Taking all preparatory steps necessary, including the partial or full emergency mobilization of agencies of county and municipal governments in advance;
- Cooperating with the Governor's Authorized Representative, the State Division of Emergency Management, and all other Federal and relief agencies in matters pertaining to emergency management;
- Taking measures to carry into effect any request from municipalities, agencies, the State Division of Emergency Management, or Federal agencies for any appropriate emergency management activity; and
- Carrying out any implemented actions deemed necessary by the Chair of the Board of County Commissioners.

1.11.5 Direction and Control of Day-to-Day Operations

The Director of Emergency Management during normal operations shall report directly to the County Administrator. A detailed organizational hierarchy can be found in Appendix C.

1.11.6 Additional Direction and Control Policies

Chairpersons of the Flagler County Board of County Commissioners and City Councils of incorporated jurisdictions have the responsibility and authority to direct and control emergency/disaster operations in their jurisdictions. Municipalities, pursuant to Section 252.38, Florida Statutes, legally constituted, may establish emergency management programs and develop emergency management plans in conformance with federal, state, and county plans. The City of Palm Coast has designated their Fire Department Chief as the City's Emergency Manager. The City of Bunnell has appointed their Fire Department Chief its Emergency Manager. The City of Flagler Beach has created the Office of Emergency Management by resolution. The Fire Chief is in charge of the Office of Emergency Management, and has appointed a Coordinator to fulfill its responsibility. The other municipalities command and control operative will be supported by the County Emergency Operations Center.

Public officials in other incorporated cities of Flagler County are responsible for providing policy guidance in the administration of emergency management programs in their respective jurisdictions. The Emergency Management Division Chief will serve as senior liaison officer for Flagler County when coordinating with the Florida Division of Emergency Management, Florida military forces, and federal military forces.

When the provisions of this Comprehensive Emergency Management Plan are in effect, centralized direction and control of all emergency/disaster operations will be coordinated through the Flagler County Emergency Operations Center. Appropriate portions of this plan will be activated by the Director of Emergency Services, when required, to ensure quick response to an actual or impending emergency/disaster.

Organizational charts of Flagler County Government and Flagler County Emergency Services Department during day-to-day operations and disaster operations are included in Appendix C.

Flagler County BOCC adopted by resolution 2015-46 the updated Statewide Mutual Aid Agreement and a copy of this is on file in Emergency Management Division. First Response Agreements with municipalities and surrounding counties are maintained by the Flagler County Clerk of Court.

1.11.7 Flagler County Response Team Organization

In order to facilitate the use of the ICS concept, the organizational structure has been designed to match the Incident Management System (IMS). The Chair of the Board of County Commissioners, through his/her designee, the Director of Emergency Services, is the Incident Commander during most emergency situations.

The organizational structure depicted in the Organization Chart in Appendix C is established to ensure the effective coordination of County resources during emergency response operations and collectively represents the Flagler County Emergency Response Team.

To ensure continuous leadership authority and responsibility during emergency situations, a line of succession has been established, described in Section 1.3.4 of this document.

FLAGLER COUNTY

**COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN**

RECOVERY ANNEX

SECTION 2.0

SECTION 2.0: RECOVERY ANNEX

2.1 *Introduction*

Following a disaster, many critical post-disaster concerns will need to be addressed. Resolution of these issues will require a coordinated local, state, and federal effort. The Recovery Annex establishes a detailed framework of federal and state government support for local government efforts to restore essential public and social services following a disaster. Much of this support involves the coordination and administration of federal disaster assistance. This section will outline the process for assessing the need for and administration of local, state and federal disaster assistance.

Disaster recovery operations highlight the importance of the recovery period. Public officials must be prepared to lead the community to recovery (victims and their families, emergency workers, and volunteers), restore utilities, repair roads, and program for future development without losing sight of the less visible damage caused by emergencies and disasters.

2.2 *General*

Following a major event, the EOC will serve as the coordination point for managing, coordinating, and directing response and recovery efforts which include: establishing the DRC, Joint Preliminary Damage Assessment Teams, staging areas, and other sites for coordinated assistance.

The recovery phase of an emergency or disaster deals with the functional restoration of a community to the conditions prior to the disaster event. Direction, control, and coordination during the immediate recovery phase focuses on the following types of activities:

- Establishment of an inter-county recovery network designed to provide the support for movement of response actions, relief supplies, and services into the County;
- The restoration of infrastructure including roads, traffic controls, signs, canals, railroads, airports, shipping facilities, fuel supplies, potable water supplies, electricity, sewage disposal, storm drains, and flood control facilities.
- Allocation and administration of the distribution of emergency supplies including food, water, ice, and medications;
- Managing post-event sheltering operations;
- Initiating preliminary damage assessment (airborne and ground) and conducting debris removal
- The restoration of public safety measures including fire suppression, law enforcement, and search and rescue.
- The restoration of human services including the provision of health and medical services, environmental and public health concerns, and the provision of services to people, including those with special needs.
- Establishment of Disaster Recovery Facilities to provide information to survivors on what assistance is available to them.

The primary local coordinating agency for requesting resources and relief supplies and support within the County is Emergency Management. This function will be performed from the EOC until directed by the County Administrator and/or Director of Emergency Management to transfer operations to the JFO. This transfer will occur once when there is sufficient evidence that sustainment of operation is achievable and immediate danger has passed allowing recovery efforts to be initiated safely.

Flagler County Emergency Management has primary responsibility for coordinating recovery efforts. The Director will appoint the local liaison to the Joint Field Office (JFO) and State Recovery Staff, upon activation of the JFO.

The Director of Emergency Management has appointed the Liaison Officer to provide county liaison activities with the JFO and State Recovery Staff in addition to the coordination of recovery activities with the municipalities. Individual ESFs in the EOC and JFO will coordinate with their State counterparts during response and recovery operations. In order to assure the flow of accurate and timely recovery information, and to coordinate relief and recovery efforts, state and federal agencies will be encouraged to have liaisons in the EOC.

All recovery activities are coordinated through the Director of Emergency Management. The county will coordinate and monitor recovery activities with the municipalities and the State through the following methods:

- Situation reports;
- Mission assignments logged and tracked through EM Constellation
- Municipal status update reports received from local governments;
- EOC briefings;
- Conference calls with municipalities and the SERT; and
- Impact assessment data and other impact information received from other sources.

These information sources are reviewed and monitored to determine the areas that should receive priority for damage assessment and human needs assessment. This gathering of intelligence sets the stage for the operational transition from response to recovery activities, which takes place after the event.

The Coordinator for Public Information, ESF-14, is the Emergency Public Information Officer (PIO) and is responsible for providing public information and education programs regarding the recovery effort and mitigation opportunities and available local, state, and federal assistance. The PIO will follow procedures established in ESF-14 Public Information for the dissemination of information (See Position-Specific Guidelines for Public Information Officer). A basis for this effort is outlined in the CEMP, Section 1.4.2.1 (Concept of Operations).

Public information programs will use all the resources outlined above in reaching the population in Flagler County. Special efforts will be made to reach the hearing/sight

impaired, non-English-speaking individuals, and those without access to traditional communications outlets.

The Director of Emergency Management is responsible for the overall coordination and establishment of a Disaster Recovery Center for the affected area. The Emergency Management Director will appoint a Special Projects Coordinator as a County Recovery Center Coordinator to coordinate with State and Federal individual assistance officers in the establishment of the Recovery Center.

The Emergency Manager is responsible for the following items in support of the Joint Preliminary Damage Assessment Teams. The location and coordinates of the areas referenced below have been provided to the Florida Division of Emergency Management and are addressed in Appendix B.

- Pre-designation of helicopter landing zones for damage assessment aviation support. Landing zone locations
- Pre-designation of staging areas and sites for damage assessment operations. The County utilizes the process established under the Stafford Act for obtaining and administering state and federal disaster assistance when the President issues a disaster declaration that includes Flagler County; the County will receive notification from the State Coordinating Officer. The Director of Emergency Management will ensure that this information is transmitted to the Finance Section Chief for coordination of financial reimbursement with County agencies while maintaining compliance procedures for financial transactions, accurate accounting, grants management, document tracking, and payroll procedures. Each County agency is responsible for the collection and documentation of reimbursement information, identification of public assistance projects, and submission to the Finance Section for countywide consolidation and submission to FEMA. It is the responsibility of the Finance Section to acquire additional staffing to implement the public assistance program.

The Emergency Manager will coordinate with the PIO to transmit disaster declaration, recovery assistance information, and technical assistance resources to the municipalities, special taxing districts, and not-for-profit organizations, which perform essential governmental services as described in FEMA regulations. These notifications will occur via conference calls, e-mail, county emergency web page, media outlets, and other communications mechanisms.

Each municipality is responsible for identifying public assistance projects. The Deputy Operations Recovery Section Chief will coordinate with the State regarding implementing the appropriate programs authorized by the declaration. For further information regarding the damage assessment process and the public assistance process, review the Recovery Annex of the CEMP, the standard operating guide for Federal Infrastructure Assistance and the [Handbook for Disaster Assistance](#).

The County recovery activities outlined in this section are the same for declared and non-declared disasters with the exception of available federal and/or state resources.

However, not every recovery element will be activated for each event. Only the necessary recovery operations will be undertaken depending on the magnitude and needs of the event.

Recovery activities include, but are not limited to:

- Damage Assessment (initial and preliminary)
- Debris Management and removal
- Sheltering Operations (general and special needs populations)
- Joint Field Operations
- Public Assistance Program
- Hazard Mitigation Grant Program
- Individual Assistance Program
 - Community Relations
 - Disaster Housing
 - Client Management and unmet needs assessment
 - Activation of Disaster Recovery Centers
- Habitability certification
- Vector Control
- Activation of the Flagler County Long Term Recovery Task Force
- Enacting Post Disaster Redevelopment Plan initiatives

The agencies/departments and organizations supporting recovery operations include the following:

- Flagler County Emergency Management
- Flagler County Fire Rescue
- Flagler County Sheriff's Office
- Property Appraiser's Office
- Flagler County School Board
- Flagler County Clerk of Court
- Planning & Zoning Department
- Flagler Public Works Department
- Building Department
- Flagler County Engineering Department
- Florida Health Flagler (DOH)
- Flagler County Community Services Department
- Flagler County Growth Management Department
- Flagler County General Services Department
- Flagler County Financial Services Department
- American Red Cross
- Salvation Army
- Flagler Emergency Management Volunteers
- Faith-Based Organizations including Catholic Charities, LDS, United Methodists, Baptist Associations, etc.
- Northeast FL Regional Planning Council

- Flagler Humane Society
- Flagler County Extension Service
- United Way of Volusia/Flagler
- Spectrum
- AT&T
- Florida Power & Light
- Flagler County Mosquito Control District
- Flagler Habitat for Humanity
- Volusia Flagler County Coalition for the Homeless
- Dunes Community Development District
- Tax Collectors Office
- Flagler County Home Builders Association
- Flagler County Association of Realtors (FCAR)
- Flagler Volunteer Services
- TECO
- Florida East Coast Railway
- Department of Children and Families
- Resource Council
- Housing Authority
- Business Assistance Center for Palm Coast (BAC)
- Azalea Health
- Flagler Chamber of Commerce
- National Resource Conservation (environmental, canals, storm water management)
- Department of Business & Professional Regulation
- County & Municipal Permitting Department
- Property Management Companies (Southern State)

The supporting agencies that have a recovery role are also addressed in the description of each ESF included in the Basic Plan in this CEMP.

2.3 *Recovery Function*

2.3.1 **Transition from Response to Recovery**

Response and recovery actions often overlap. However, in order to transition fully from the response phase to the recovery phase, immediate life safety issues must have been addressed, such as search and rescue operations and the removal or containment of subsequent hazards that pose an immediate threat to the survivors, such as resultant HAZMAT releases, fires, etc.. Other recovery priorities include neutralizing the threat to the environment and property. The recovery process is a phased process that includes short and long term recovery. The recovery phase begins during the response phase by initiating a damage assessment of the residential, government and business sectors. The purpose of damage assessment is to determine what the impact to the community is, what the unmet needs are, and what is necessary to restore the community to pre-disaster

functioning. Once public safety needs are addressed and damage assessments are initiated, the County will liaise with State, Federal and local agencies to determine community needs and impacts to the community.

2.3.1.1 Short Term Recovery

Short-term recovery begins immediately after the event and is typically what transitions the event timeline from response to recovery. Short-term priorities are primarily considered to be a continuation of response functions and are typically coordinated out of the EOC. These priorities include:

- Continuing to assist in the provision of basic needs to survivors
- Assessing the impacts of the event on survivors
- Initiating preliminary damage assessments
- Restoring critical infrastructure, services and facilities including power, communications, water, sewage and transportation
- Meeting community needs through rule of law, crisis counseling, etc.

2.3.1.2 Declared Events

If an event overwhelms local and state resources, a Presidential Declaration is requested by the Governor. Once granted, federal resources for several federally-funded grant programs are made available to assist in long-term recovery. Programs such as Public Assistance, Individual Assistance, Hazard Mitigation Grant and the Federal Highway Administration's Emergency Relief Program are administered through Florida state agencies and provide funding to eligible applicants for the restoration of infrastructure/critical facilities, programs and services. These resources augment state resources and are coordinated jointly between State and Federal partners. These newly activated assets require a central coordination point which is accomplished through the Joint Field Office. A number of other federal and state resources may be made available once a declaration is received, including the following:

Individual Assistance Program

Federal Programs:

- Alternate Housing Needs
- Community Services Block Grant
- Crisis Counseling Program
- Disaster Legal Services
- Disaster Unemployment Assistance
- National Flood Insurance Program
- FEMA's Individual and Households Program

State/Other Programs

- Florida Small Business Emergency Bridge Loan Program

- Low Income Home Energy Assistance Program
- Short Time Compensation
- Volunteers and Donations Program
- Weatherization Assistance Program
- Workforce Investment Act
- State Housing Initiative Partnership (SHIP) Program
- National Emergency Grant (NEG)

In addition to federal and state programs, low-Interest Disaster Loans are available after a disaster for homeowners and renters from the U.S. Small Business Administration (SBA) to cover uninsured property losses. SBA loans offer low-interest, fixed rate loans to disaster victims. The Loans may be for repair or replacement of homes, automobiles, clothing or other damaged personal property. Loans are also available to businesses for property loss and economic injury. The SBA also offers such loans to affected small businesses to help them recover from economic injury caused by the disaster.

Public Assistance Program

FEMA's Public Assistance (PA) Grant Program provides assistance to State, Tribal and local governments, and certain types of Private Nonprofit organizations so that communities can quickly respond to and recover from major disasters or emergencies declared by the President. The PA Program provides supplemental Federal disaster grant assistance for debris removal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain Private Non-Profit (PNP) organizations. The PA Program also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. The PA Process is depicted by the illustration below:



Figure 3: Public Assistance Process

Non-Declared Events

In the absence of a federal disaster declaration, financial assistance for victims is limited, necessitating the coordination of assistance through the American Red Cross, Salvation Army, charitable agencies, volunteer donations, and insurance coverage. Businesses must depend on insurance coverage or obtain loans/refinancing for recovery through the U.S. Small Business Administration based on the percentage of uninsured loss caused by the event. The County and municipal governments must meet infrastructure recovery needs through existing operating funds, insurance, or resort to bond issues to fund disaster recovery. The Flagler County Long Term Recovery Coalition may be an additional source of recovery resources and will be convened to identify victims' needs and possible recovery assistance.

Joint Field Office Operations

A Joint Field Office (JFO) may be established in the impacted area to facilitate short and long term recovery objectives and provide a centralized location for local, state and federal representatives to coordinate PA activities, etc. The Director of Emergency Management will identify suitable facilities in the County that remain both accessible and functional for use as the JFO and coordinate with the County Liaison Officer to provide information to the State regarding facility location, logistics, staffing, etc.

Long Term Recovery

Long-Term Recovery is a sustained period of recovery that may last for months or years depending on the nature of the event. After the county has met short-term recovery goals such as restoring critical infrastructure/facilities, as well as vital programs/services, the process of long-term recovery begins. Long-term priorities include, but are not limited to:

- Implementing economic revitalization strategies
- Developing long-term housing solutions
- Ensuring the restoration and strengthening of infrastructure, critical facilities, and vital services
- Ensuring unmet needs of survivors are addressed
- Reestablish permanent healthcare and educational facilities
- Make certain community organizations have the information and tools (i.e., basic disaster information, typical reactions to disasters and coping skills), to empower disaster survivors to take charge of their recovery.
- Moving towards self-sufficiency, sustainability, and resilience through mitigation efforts, post disaster redevelopment planning, and community development initiatives

The Long-term recovery process begins locally and is mainly a coordination effort between all available federal, state, and local stakeholders as well non-governmental organizations, voluntary agencies, the Flagler County Long Term Recovery Task Force and emergent organizations to promote recovery priorities. The long-term recovery process may restore a community to its pre-disaster condition or promote further redevelopment alongside restoration. The process of long-term recovery begins pre-event through post disaster redevelopment planning as well as through mitigation planning. Community leaders may use an event to change planning or zoning processes, participate in Hazard Mitigation opportunities, or conduct buyouts in flood-prone zones.

Recovery Support Functions

Recovery Support Functions (RSF) also play a vital role in promoting long-term recovery. The RSFs are a key component of the National Disaster Recovery Framework and provide the coordinating structure for key functional areas of assistance including recovery, redevelopment and revitalization. The RSFs may be activated as response activities wind down and are scalable during recovery, much in the same way as ESFs are scalable during response periods. The six RSFs identified in the National Disaster Recovery Framework include:

- Community Planning and Capacity Building
- Economic
- Health and Social Services
- Housing

- Infrastructure System
- Natural and Cultural Resources.

The RSFs will be activated on an as-needed basis following a major or catastrophic event and the Local Disaster Recovery Manager will work closely with the State and Federal Disaster Recovery Coordinators to coordinate the flow of information, services and resources and promote long term recovery efforts.

2.3.2 Concept of Operations

The general concept of operations for recovery in Flagler County is based upon a coordinated effort of municipal, county, state, federal, and private sector resources.

Direction and control is accomplished using the Incident Command System (ICS) for field operations and management principles in accordance with the National Incident Management System (NIMS). The primary agencies for each Emergency Support Function (ESF) Group or Unit closely coordinate resource requests and information gathered from the field operations, under the overall direction of the Emergency Management Division Chief (for more information, see Basic Plan Section 1.3: Concept of Operations).

2.3.3 Damage Assessment Function

The damage assessment is one of the most critical elements of the recovery process. It is the basis for determining the type and amount of state and/or federal financial assistance necessary for recovery and mitigation. An initial impact assessment is conducted during the response and immediate recovery phase to support a request for a gubernatorial proclamation and for the State to request a Presidential Declaration.

The damage assessment has a two-fold mission:

1. To identify the immediate needs and resources required to assist disaster victims; and
2. To substantiate requests for supplemental assistance.

Flagler County's capability to conduct its own assessment may be limited due to the extensive damage associated with a catastrophic event. In that event, the county will notify the SERT and request assistance.

2.3.3.1 General

Once emergency conditions subside, rapid and thorough assessments must be conducted to assess the overall damage to homeowners and businesses within the affected areas; to assess the overall damage to critical public facilities and services; and to determine whether those damages are sufficient to warrant supplemental federal disaster assistance.

Recovery response to an emergency will be based upon the assessment of lives impacted, public and private property losses, the reports of actions taken to alleviate the situation, and the expenditures committed to that effort. In order to determine the magnitude of the emergency and the degree of assistance necessary, the recovery team at the CEOC must have information concerning property damage and operational costs as soon as practicable after the emergency occurrence. Initial assessments indicate necessity for outside assistance, including possible requests for Presidential Disaster Declaration.

In a catastrophic disaster when damage assessment has been waived, information and data on damages must still be compiled for briefings, planning for additional recovery resources, and prioritizing recovery efforts.

Planning Assumptions:

- Assessing the damage is one of the first steps in understanding the extent and magnitude of the situation at hand.
- Formal and informal processes will be used to conduct the initial damage assessments.
- Information will be received from multiple agencies on conditions observed and must be captured in consolidated damage assessment reports.
- All agencies have the responsibility to report observed conditions to the Emergency Operations Center.

2.3.3.2 Damage Assessment Roles/Responsibilities

Flagler County Emergency Management:

- Provides damage assessment training as described in the Basic Plan;
- Collects and consolidates initial damage assessment reports;
- Transmits damage assessment information to the state EOC;
- Requests technical assistance if damage assessment is beyond County capabilities;
- Coordinates with state, federal, and other damage assessment teams; and
- Contacts Damage Assessment Team members to report to Staging Area for deployment.

Building Department:

The Building Department acts as the lead in conducting damage assessment of private property and businesses. The Building Department:

- Ensures damage assessment teams are properly trained and equipped;
- Develops private damage assessment standard operating guidelines and checklists;

- Coordinates damage assessment information received from private property and business;
- Assigns damage assessment teams to impact areas;
- Monitors threshold amounts for minor, major, and destroyed properties.

Engineering Department and Property Appraiser:

The Engineering Department and Property Appraiser act as the lead for conducting damage assessments for public property and infrastructure. Their responsibilities include:

- Ensuring damage assessment teams are properly trained and equipped;
- Developing public damage assessment standard operating guidelines and checklists;
- Coordinating damage assessment information received from public and non-profit agencies;
- Assigning damage assessment teams to impact areas;
- Obtaining property assessment information for team members; and
- Assisting in determining damage assessment values for private and public property.

Code Enforcement:

- Provides field officers from Code Enforcement to assist in facility (homes, businesses, and public buildings) damage assessment.

Public Works Department:

- Assists in evaluating damage to utilities and traffic control systems, roads and bridges, and flood control facilities.
- Assists in evaluating damage to water and wastewater system control facilities.
- Assists in evaluating damage to County facilities and transportation resources.

Flagler County School Board:

- *Assesses damage to school buildings and property.*

2.3.3.3 Local Impact Assessment

In the immediate aftermath of the disaster, Flagler County will conduct a countywide local impact assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure, and in the event of a severe rainfall event, determine the level of flooding damage.

All impact assessment team members must report impact assessment results to a pre-designated telephone number in the County Emergency Operations Center (CEOC) within hours of disaster impact. The results are mapped in the CEOC on a Geographic Information System map with color-coded categories.

The impact assessment data provides a countywide general overview of the most significantly impacted areas and, therefore, establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance. If outside assistance will be required, the initial damage assessment will be used as the basis for declaring a Local State of Emergency.

2.3.3.4 Initial Damage Assessment

The initial damage assessment is conducted by local officials following the event to assess the magnitude of the disaster and determine based on the extent of damage whether or not to request state assistance, and eligibility for state and federal aid. Damage assessment is accomplished in phases. Initial Damage Assessment scans the affected area to determine the width and breadth of damage, looking at critical facilities to determine the immediate and life safety needs.

The Planning Section (Damage Assessment Unit) is the County's single point for receiving damage assessment reports and determining the disaster magnitude. The County Property Appraiser is the Damage Assessment Unit Leader and serves as the Damage Assessment Coordinator for initial and preliminary damage assessments. The Damage Assessment Unit and the Damage Assessment Unit Leader will serve as the initial point of coordination between the County, municipalities, State and Federal agencies. Analysis support for damage assessment is provided by the Flagler County Growth Management Department. This unit can provide a graphic depiction of damage levels, as well as monetary damage assessments.

As information is received, the Property Appraiser uses computer analysis to determine dollar cost damage and mapping. This information can provide complete damage analysis support for the County. The Flagler County Growth Management Department has assigned teams, backed up by out-of-county mutual aid, to perform a "structure by structure" damage assessment.

The Innovation Technology Department and the Property Appraiser provide mapping and database support. If these agencies cannot support the damage assessment, out-of-county support is available through the use of backup tapes but the information is time consuming to acquire. If database support is lost, the Planning Section and the Property Appraiser Office will use manual methods using existing mapping resources.

The Damage Assessment Unit in the Planning Section produces an initial damage assessment for the State EOC Situation Report and other government agencies. The initial damage assessment is also used to support a request for a Joint Preliminary Damage Assessment Team from the State.

This initial damage assessment determines whether more detailed damage assessments are necessary and identifies those areas where further efforts should be concentrated. The initial damage assessment is reported by all County departments, municipalities, and eligible private nonprofit agencies to the Flagler County Emergency Operations Center as soon as conditions are stabilized and is safe to do so of the emergency occurrence. If state assistance is warranted, the county will notify the State by phone, email, or, if possible, through a mission request in EM Constellation requesting a joint preliminary damage assessment team for Individual Assistance and/or Public Assistance.

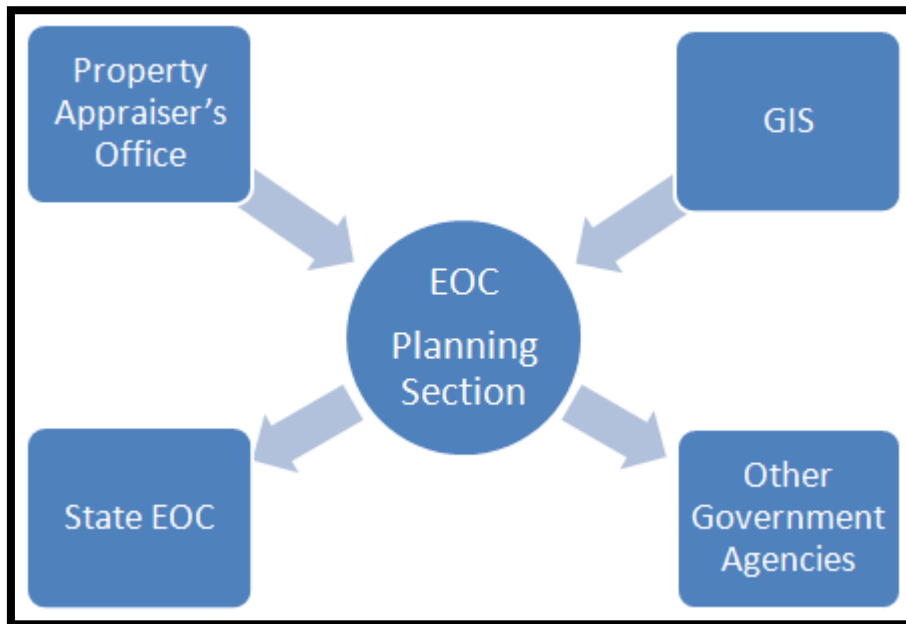


Figure 2.1: Damage Assessment Information Flow

From the initial damage assessments, a "rapid dollar estimate" of the damages will be derived based on certain presumptions and assumptions predetermined by the recovery team in the Flagler County EOC. The team will also use damage estimates based on property values from the Property Appraiser's files, and standard rates for labor and equipment.

If the initial damage assessment indicates that the damage is severe and widespread, a declaration of a State of Emergency may be possible without a detailed written damage assessment. In that case, state and federal teams may be dispatched to assist in conducting the damage assessment.

Information is collected and evaluated using State Damage Assessment Forms, Situation Reports, and other means. This information is then shared

with state and federal officials as needed. This prevents duplication of effort and verifies incomplete information.

The Planning Section is the single entity consolidating and evaluating damage assessment information. This assessment is formatted using State Damage Assessment Forms to facilitate rapid dissemination of information. Flagler County agencies use the Flagler County Damage Assessment Guide to document and ensure that damage assessment procedures are standardized.

Municipal Support Organizations:

Municipalities are responsible for the preliminary damage assessment within their jurisdiction. If unable to perform the function due to the impact of the disaster, a decision will be made by the Executive Policy Group to conduct the damage assessment within that jurisdiction by other jurisdictional teams. The Damage Assessment Unit will coordinate the PDA Coordinator.

- Municipal Public Works: Assists in evaluating damage to water and wastewater system control facilities; flood control facilities; utilities and traffic control systems; roads and bridges.
- Fire Departments: Provide building inspectors from Fire Prevention to assist in (homes, businesses, and public buildings) damage assessment.
- Code Enforcement: Provide field officers from Code Enforcement to assist in facility (homes, businesses, and public buildings) damage assessment.
- Water Resources: Assist in evaluating damage to water and wastewater system control facilities.
- Facilities Management: Assist in evaluating damage to municipal facilities.

Damage Assessment Operations:

Damage assessment can be conducted using several different methods depending on the availability of resources and extent of damage to local transportation systems and facilities.

- Aerial Reconnaissance: Conducted when there may be no other way to enter an area; when the damaged area is so large that this method provides the best opportunity to identify specific areas to be surveyed by DATs; or when the damage is so extensive and catastrophic that the need for detailed damage assessment may not be considered.
- Windshield Survey: Used to assess a large area in a relatively short period of time. It may be utilized when areas are inaccessible by foot and a general overview of the area is all that may be required. A windshield survey provides the opportunity for team members to exchange views as they assess the area together. This process allows

for the team to quickly record the number of homes and businesses destroyed or damaged. The raw figures acquired by this method can be extrapolated to give a good overview of the extent of the disaster.

- Walk Through: The most effective, thorough, and time-consuming method for damage assessment. This method is most often used when the assessment needs to be very detailed and specific. In a marginal situation, detailed information needs to be gathered in order to assess the extent to which the jurisdiction is eligible for state or federal disaster assistance.

2.3.3.5 Individual and Public Assistance Preliminary Damage Assessment

The Preliminary Damage Assessment (PDA) is performed to document the impact and magnitude of the disaster on individuals, families, businesses, and public property. The information gathered during the PDA process is used to determine whether federal assistance should be requested by the Governor and forms the basis for the disaster declaration. PDAs will be conducted to provide both an assessment of damage to private homes and businesses as well as public facilities and infrastructure. Some of the information needed may not be readily available during the actual preliminary assessment and may need to be collected in follow-up damage assessment and project worksheet processes. Damage Assessment Forms are available for individual and public assistance.

Preliminary Damage Assessment Teams are composed of local, county and/or municipal officials, and state and federal representatives. The PDA team inspects the damaged areas, compiles their findings, and submits their information back to the State to determine if federal assistance is warranted. . The Damage Assessment Unit Leader is the overall coordinator of damage assessment. All damage assessment teams will report information to the Emergency Operations Center. Damage assessment teams should make the following determinations for damages related to Individual Assistance and Public Assistance: Private Residences and Businesses (Individual Assistance)

- Primary versus secondary residences – secondary homes are not eligible for disaster assistance
- Homeowners – homeowners may be eligible for assistance for losses to both property and contents
- Extent of damage – damage less than 10% of the fair market value is considered minimal; major damage (structural damage to foundations, walls, roofs, etc.) falls within the range of 11 - 74% of fair market value; and structures damaged in excess of 74% of the fair market value are considered to be destroyed
- Insured versus uninsured damage – insured damages and losses are not eligible for disaster assistance

- Tenants – renters may be eligible for assistance to cover content losses only
- Estimated days out of operation – this information is needed to estimate the total dollar loss to a business
- Number of employees – used to estimate the amount of disaster unemployment for a business
- Replacement costs – replacement costs of land, structures, and content are eligible for disaster assistance

Public Facilities and Services (Public Assistance)

- Resources needed to accomplish emergency debris removal to clear major roadways
- Damage to roads, streets, and bridges
- Damage to water control facilities (i.e. - drainage systems, dikes, levees)
- Damage to public buildings and equipment
- Damage to private and public utilities (i.e. - water and wastewater systems, electric and phone services, natural gas delivery systems, etc.)
- Damage to parks and recreational sites
- Boundaries of the disaster area(s)
- Status of transportation systems
- Access points to the disaster area(s)
- Status of communications systems
- Status of medical systems
- Disaster casualty information
- Shelter/mass care information
- Status of critical facilities
- Major resource needs/shortfalls

2.3.3.6 Recovery Operations

- Feeding Distribution Sites and Sheltering

The Sheltering Group (ESF-6) provides mass care in conjunction with the American Red Cross (ARC). The Flagler County School Board serves as the primary coordinating agency for Sheltering and Flagler County Community Services is the primary agency for Mass Care. The Bulk Distribution Group (ESF-11) and the Food Unit and the ARC will coordinate with the Human Services Branch Director for the placement of feeding, distribution, and emergency sheltering. The ARC will provide Emergency Management with copies of any Memoranda of Understanding for any site utilized that does not appear in the County database as a pre-approved location. A map identifying the locations for general and special needs shelters is provided in Appendix B.

In the event that local American Red Cross chapters cannot open a sufficient number of emergency shelters to house and accommodate the number of persons forced from their residences, the Sheltering Group (ESF-6) will coordinate the provision of additional emergency shelters for persons affected by the disaster with the aid of state and federal ESFs. The Bulk Distribution Group (ESF-11) may also coordinate provisions for feeding disaster victims and the Food Unit is responsible for emergency workers. They will work closely with their state and federal counterpart and other similar response organizations to establish fixed and mobile feeding kitchens and bulk distribution sites.

Requests for bulk food, water, and ice will be processed through the Bulk Distribution Group. The Food Unit will coordinate with its state and federal counterparts to locate a secure pre-packaged food and federal surplus commodities. This unit will also locate and secure adequate supplies of water and purification units and will coordinate with the Planning Section and the Procurement Unit (Finance Section) to locate and secure refrigerated trucks and boxcars for cold storage, if required.

- Vector Control Operations

In the wake of an emergency, increased mosquito populations may pose a serious health threat and potentially hamper response and recovery efforts. The county will take the necessary actions to prevent a health and safety threat as soon as possible.

The East Flagler Mosquito Control District services more than 85,000 residents in Flagler County, with its service area defined as the area east of US 1 from the northernmost part of the County line at Marineland to the southernmost point where Old Dixie Highway and High Bridge connect to SR A1A. The East Flagler Mosquito District provides the following services: surveillance, circulation of mosquito related illnesses, source reduction, controlling larviciding and adulticiding. The District works closely with the Health Department to monitor, prevent, protect, and control the spread of vector borne illnesses.

The East Flagler Mosquito Control works with epidemiology through the Florida Department of Health –Flagler and reports to ESF-8 (Health and Medical) at the local and state level. Vector control documentation for reimbursement eligibility following a Presidential Disaster Declaration would either be an applicant under ESF-8 if the disaster is public health related or would make application with ESF-8 under the BOCC for all other activations to follow the application procedures of the lead agency for the incident.

The East Flagler Mosquito Control District in conjunction with the Florida Department of Health – Flagler maintain historical trap records to

support vector control requests for assistance and compliance with vector control federal concurrency reviews and state statute regulations.

In the event a consultation process is requested from the State of Florida, ESF-8 is responsible for providing this information through the County EOC to make an official request through EM Constellation to the State. This allows for resource tracking and documenting of all emergency actions as appropriate once a local state of emergency is declared.

Habitability Certification

Once structures, buildings, and homes have been severely damaged and/or had power cut off in impacted areas, power cannot be restored until inspected by a certified electrician. The Flagler County Building Official will notify FPL of reinstatement of electrical service. All buildings damaged must be permitted for rebuilding or restoration and all new work must be up to current codes. If a building is more than 50% damaged, it will be brought up to current codes. Condemnation of severely damaged buildings and structures will be accomplished when they become public safety issues. These are legal responsibilities of all jurisdictions within the County.

Individual Assistance Operations

- Disaster Recovery Center (DRC).

DRCs are temporary locations where disaster victims can go to apply for local, State, and Federal assistance programs for which they may be eligible. These facilities are typically established within 24 to 96 hours following a disaster, but those timeframes vary depending on the magnitude and needs of the disaster.

Tele-registration is the planned primary mechanism for the registration of affected citizens and persons impacted by a disaster. A Disaster Recovery Center will be established in the immediate area to provide immediate “one-stop shopping” for information and tele-registration. The Emergency Management Division Chief will work closely with the designated DRC Coordinator and appropriate ESF Groups/Units to ensure the selected facilities or locations are capable of supporting DRC operations for extended periods of time. It is anticipated that the DRC will be located close to the impacted area. Beachside locations are not feasible locations due to potential impact from an event.

The current sites identified by the county for DRC operations are identified in the table below and provided to the Division of Emergency Management:

| Facility Name |
|---|
| Flagler County Library (Primary) |
| Flagler County Government Offices (Secondary) |
| Other Governmental Offices (Secondary) |

The County's Risk Manager (Community Services Director) will serve as the DRC Coordinator and be responsible for the following:

- Notifying the State of need to establish DRCs and request assistance via telephone, email and/or through a mission request in EM Constellation).
- Providing the state and federal agencies with a list of locations identified in the pre-event planning stage that have been inspected by preliminary damage assessment teams and found safe and compliant with state and federal regulations.
- Ensuring that Memoranda of Understanding are completed for each non-County facility selected for use as a DRC.
- Working closely with the following groups and units: Communications (ESF-2), Public Works (ESF-3), Mass Care, Finance (ESF-7), Law Enforcement (ESF-16), and the Volunteers & Donations Unit (ESF-15) to ensure that each DRC has the necessary utilities, supplies, materials and security to conduct operations.
- Coordinating the locations of the DRC sites (once confirmed by the State) to the Joint Information Center (JIC), where a coordinated press release will be provided to all available media sources indicating the DRC location(s).
- Coordinating with the State team, PIO (ESF-14), and other supporting groups and units regarding the opening and closure of DRCs

FEMA has established the following guidelines for determining if a building is suitable for use as a Disaster Recovery Center:

- Minimum of 5,000 sq. ft. of floor space
- Waiting area capable of accommodating 100 people
- Access for the disabled (ADA compliant)
- Separate parking areas for child care, crisis counseling, and first aid
- Adequate parking
- Located near public transportation systems
- Adequate utilities and communications
- Adequate rest rooms and janitorial services

Workers for the DRC will be contacted via telephones, pagers, and cell phones, if available. If normal contact methods are unavailable or are at risk of interruption, back up measures will be automatically implemented.

Any one of the 100+ vehicles in the county fleet may be used to support staff operations for the Disaster Recovery Center (A list of county inventory is maintained by the Financial Services Department). In addition, any on-duty staff from the Flagler County may be utilized to support DRC efforts. Each Department/Division Director makes the determination as to the staff assigned to support DRC operations.

Once DRC sites and locations have been confirmed, County, state, and federal PIOs will prepare a coordinated press release to advise persons affected by the disaster of the location(s) of DRCs; assistance available through the DRCs; and any documentation they may require to support their claims for assistance. Flagler County Emergency Management Volunteers provides information and assistance to disaster victims and supporting agencies through the Volunteers & Donations Unit (ESF-15).

- Staffing – DRCs will be staffed with representatives from appropriate federal, state, and County agencies; private relief organizations; and other organizations capable of providing disaster-related information to individuals and businesses. Recovery Center staffing includes representatives from the organizations listed below. Additional agencies and staff may be located at the Disaster Recovery Center as required.
- FEMA/State Recovery Center Manager and Support Staff – responsible for the overall management of the DRC.
- Florida Department of Economic Opportunity – provides assistance and information to disaster victims about unemployment compensation and disaster unemployment assistance.
- U.S. Farmers Home Administration and Florida Department of Agriculture and Consumer Services – provides assistance and information to disaster victims about low-interest disaster loans that cover agricultural and farm losses.
- U.S. Small Business Administration – provides assistance and information to disaster victims about low-interest disaster loans for homeowners and business owners.
- American Red Cross – provides assistance and information about available resources available through the American Red Cross.
- Salvation Army – provides assistance and information about assistance available through the Salvation Army.
- Crisis Counselors – provides professional counseling services to help relieve mental health problems caused or aggravated by the disaster event.
- Florida Department of Financial Services, Office of Insurance Regulation – provides assistance and information about resolving insurance claims and problems.
- Florida Department of Children & Families – provides assistance and information on the availability of regular and emergency food stamps and individual/family grants.
- National Flood Insurance Program – assists in determining whether damaged properties are located within designated flood plains.

- Temporary housing staff (FEMA) – provide assistance and information about the availability of rental and mortgage assistance, and other housing programs.
- Internal Revenue Service – provides assistance and information about how the disaster will affect their taxes.
- Flagler County Health Department – provides health safety information and water test kits
- Local utilities – provide information on restoration of services
- Local building and permit office – provide information related to building and remodeling projects when permits are necessary
- Faith Based Organizations – these organizations **may** provide vouchers for clothing, referrals and household items

- **Disaster Housing**

During declared emergencies, the County SHIP Coordinator is the appointed Temporary Housing Group Supervisor and coordinates with the Temporary Housing Group who serves as the coordinating agency with the state SHIP counterpart to provide site(s) for emergency housing (the existing homeowners' property, if available). The County will rely heavily on state and federal assistance for temporary or emergency housing. For more information, see the Flagler County Disaster Housing Plan. At all other times, The Financial Services Department shall serve as the coordinating agency for the update and maintenance of the Disaster Housing Plan.

- **Unmet Needs Coordination**

Following a disaster or emergency event, unmet needs will be assessed to determine what assistance is needed for disaster survivors as they recover from the event. Unmet needs may include, but are not limited to:

- Basic needs such as food, clothing, shelter and first aid
- Long-term mental and behavioral health for those traumatized by the event
- Transportation assistance
- Long-term housing
- Comprehensive case management
- Financial assistance for those impacted

Any unmet needs following the disaster or emergency event will be addressed by the Flagler County Community Services Department. This Department serves as the lead agency responsible for coordinating volunteer agencies at the local level on unmet needs and applying for funding to meet these needs. Additionally, the Volunteers & Donations Unit (ESF-15) will support the Department in referring individuals to existing lists of community service providers, local churches, non-profit organizations, community outreach programs, and municipalities to fulfill all requests.

The determination of what unmet needs exist will be made through a number of methodologies including information derived from the Situation Report, calls

reported to the EOC, assessments from Community Response and Damage Assessment teams, and communications from local organizations that are

After all agencies have exhausted their resources, any unmet needs will be referred to the Flagler County Long Term Recovery Coalition, consisting of various local recovery agencies such as the American Red Cross and Salvation Army, for assistance in rebuilding and obtaining other forms of non-federal assistance. Persons with unmet needs are entered into the Coordinated Assistance Network by the Flagler County Long Term Recovery Coalition as part of the application process to verify previously met needs, provide for coordinated case management and avoid duplication of benefits. Assessment teams working within the community, municipalities, and local officials will meet with Flagler County Community Services Department to help identify unmet needs. Unmet needs will be coordinated by the Mass Care Group (ESF-6) and Special Needs Group (ESF-19) through the municipal liaisons assigned to the County EOC. Also, the County Liaison Officer will provide support when coordinating with the municipalities and outside agencies in regard to unmet needs.

Training for the associated members and local community groups will be scheduled during the first quarter of each fiscal year. Training will include emergency home repair, debris removal, donation warehouse management, volunteer reception centers, processing centers, crisis counseling, and other needed assistance. Training will be provided by certified instructors at the Flagler County Emergency Operations Center as coordinated through the Flagler County Emergency Management Division.

The Community Services Director will serve as the Unmet Needs point of contact with the State and will be responsible for working with the Flagler County Community Services Department to connect disaster survivors into the unmet needs process for a declared and undeclared events by the following:

- Working closely with State Unmet Needs Coordinator to accomplish the following:
 - Identifying survivor needs and coordinating resources, funding, and other kinds of assistance to fill gaps not covered under other priorities
 - Administering the Other Needs Assistance of FEMA's Individuals and Households Program
 - Receiving and reviewing unmet needs cases and assigning them to Unmet Needs Specialists
 - Working closely with the Long-Term Recovery Committees to address survivor's continuing recovery needs
 - Coordinating with State Emergency Support Function (ESF) 15 Volunteers and Donations, FEMA and nonprofit organizations to further assist survivors throughout the federal and long term recovery process
- Communicating with the County Liaison Officer to ensure that the municipalities needs are addressed
- Collecting information regarding unmet needs
- Coordinating the distribution of donated funds and resources

- **Community Response Coordination**

A Community Response Team is a joint federal, state, and local team that is deployed to collect data and disseminate information to aid disaster-affected communities and individuals in receiving assistance. The primary function of Community Response is to inform disaster survivors of the assistance programs available and educate them on the registration process. Community Response also acts to identify and report survivors' unmet needs and provide outreach to vulnerable populations.

The Community Services Director will serve as the county CR Coordinator and is responsible for the following:

- Working closely with the Mass Care Group (ESF-19), along with assistance from the Flagler County Community Services Department who comprise the County Community Response Team (with support from trained volunteers)
- Serving as the liaison with the FEMA/State Team
- Working with the Community Relations Team in conjunction with the Damage Assessment Team to determine the most critically damaged and impacted areas for FEMA/State Team focus
- Coordinating with the various municipalities, Chamber of Commerce, faith-based organizations, and other civic organizations to assist in assessing community needs through the municipal liaisons assigned to the County EOC
- Coordinating with the County Liaison Officer who provides support when coordinating with the municipalities and outside agencies
- Ensuring that the Mass Care primary and supporting agencies will be used to identify unmet needs and provide outreach to vulnerable populations in the community and communicate special concerns that need to be addressed.

2.3.3.7 Infrastructure/Public Assistance

- **Public Assistance Operations**

The County Administrator appointed the Financial Services Director as the Public Assistance Officer (PAO) responsible for coordinating all activities related to federal reimbursement to local government and eligible private not-for-profit organizations, for their eligible costs incurred as a result of the event. The PAO is responsible for:

- Providing federal and state financial oversight related to debris activities.
- Administering all public assistance grants, agreements, and contracts.
- Staffing a Public Assistance Section at the Joint Field Office
- Identification and Notification Procedures for Applicants

The County EM Division maintains a list of potential applicants that may be eligible for assistance under the Public Assistance Program. This list is

updated by the EM planners prior to hurricane season and provided to the County Finance Director. All applicants who believe they may be eligible will be asked to prepare a Request for Public Assistance (FEMA Form 90-49).

Each municipality, special district, or not-for-profit will be required to submit a separate application with FEMA and file their own Request for Public Assistance. The County PAO will work closely with the Public Information Officer (ESF-14,) to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds.

Potential eligible applicants will be notified of the date, time, and location of the scheduled applicant's briefing. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio and television stations. The state has the responsibility to conduct the applicant's briefing. The County will follow the procedures outlined in the Handbook for Disaster Assistance and the Flagler County Standard Operating Guide for Federal Infrastructure Assistance.

Applicant's Briefing and Kickoff Meeting

The first step in the long-term recovery process following a declared emergency or disaster is to schedule an Applicant's Briefing which is a meeting conducted by a representative of the State for all potential applicants for public assistance grants. At the Applicant's Briefing, all parties are informed of the eligibility requirements, application procedures, administrative requirements, funding, and program eligibility criteria to receive federal and state assistance. FDEM will notify as many potential applicants as possible by advertising the Applicant Briefing in local newspapers and through phone calls and email communications. Potential applicants include state and county departments, municipalities, and certain private not-for-profit (PNPs) organizations.

Once the State of Florida and/or FEMA determines that an applicant is eligible to receive public assistance funding, a Kickoff Meeting is then scheduled and conducted by the Public Assistance Coordination (PAC) Crew Leader. The meeting is designed to provide a much more detailed review of the PA Program and address the applicant's needs. The meeting is the first step in establishing a partnership among FEMA, the State, and the applicant and is designed to focus on the specific needs of that applicant. The meeting focuses on the eligibility and documentation requirements that are most pertinent to an applicant. The FEMA Kick Off meeting will be held at a determined location and will be attended by a representative from the State, FEMA, FDEM and the applicant. Other attendees for this meeting may include representatives from Public Works, Finance, Risk Management and administrative staff who will be responsible for keeping progress and maintaining financial records for the projects. Potential applicants are responsible for identifying possible infrastructure recovery projects and participating in the public assistance process. Each applicant deemed eligible prepares a Project Worksheet or PW (FEMA form 90-91) for each damaged facility.

PA Program Assistance and Management

Administrative staff will be responsible for providing technical assistance to eligible applicants and sub-grantees, and maintaining and submitting all documents and paperwork necessary to obligate and request the disbursement of public assistance funds. This includes establishing a system for the processing of payments to sub-grantees and to FEMA; and establishing and maintaining accounting records for each payment draw down by the State and paid to sub-grantees. Public Assistance will be administered using the Public Assistance Manual and forms from the State which can be located on floridapa.org or through <http://www.fema.gov/>.

- PA Staffing Support

The County Public Assistance Office, established by the PAO, will be flexible and capable of expanding and contracting as required by the event. Typical staff of the Public Assistance Office and its related duties are:

- Public Assistance Officer – responsible for the overall management of the Public Assistance Office and coordination of all activities related to federal reimbursement of eligible applicants
- Assistant Public Assistance Officer – assists the Public Assistance Officer in the management of the office and coordinating reimbursement to eligible applicants
- Public Assistance Coordinator – coordinates the scheduling of damage survey inspection teams and assists in the formulation, writing, versioning, and closeout of completed Project Worksheets (PWs)
- Public Assistance Inspectors – review public damage as part of state damage survey inspection teams and provides technical assistance to eligible applicants in the preparation and review of PWs
- Insurance Coordinator – provides technical assistance to eligible applicants on the National Flood Insurance Program (NFIP) and other insurance requirements and reviews completed PWs for compliance with insurance requirements
- Grant Specialist/Manager – ensures the RPA and funding agreement are in place to process payments and compiles documentation to support Requests for Reimbursement
- Administrative Staff – process payments to eligible applicants, manage sub-grants with eligible applicants and maintain accurate accounting of all financial transactions
- Support Staff – prepare routine correspondence and applications, maintain files and perform necessary clerical work
- Legal Staff – review emergency orders and Local Declaration of Emergency, public assistance policies and procedures for compliance with applicable local, state and federal requirements and regulations, including the review of any procurement requirements for all federally administered grant funds received by the county
- Employment of Temporary Staff – In the event of a catastrophic event, the existing staff of the County and municipal government(s) may be insufficient to staff the Public Assistance Office. The PAO will contact the following sources for additional temporary staff:
 - Professional engineering associations for temporary public assistance inspectors;

- Florida Chapter, American Planning Association for temporary public assistance inspectors; and
 - State agencies for temporary public assistance inspectors, administrative, and other support staff.
- Public Assistance Roles and Responsibilities

The Public Assistance Program will be supported through the county's agencies/departments and their roles and responsibilities are identified below:

- *Flagler County Emergency Management (Primary)*
 - Oversee project and grant management responsibilities for all federal disaster open grants and projects.
 - Facilitates notifications and planning for applicant briefings and kickoff meetings
 - Ensures that all county departments provide input for federal grant reporting requirements
 - Provide documentation of resource requests and costs based on activation of mutual aid agreements, SMAA, EMAC, etc.

Supporting departments in the county providing assistance for the Public Assistance Program include the following:

- *Human Resources Department*
 - Provide documentation to support disaster costs including, but not limited to the following: Force account labor costs, employee pay classification information; fringe benefit breakdown for employees, payroll reports/pay statements, regular and emergency payroll policies (includes Fire, EMS, Police, Collective Bargaining Agreements, etc.); timesheets reflecting straight and overtime that delineate what work employee was performing and what project(s) the work is attributed to.
- *Building Department*
 - Ensure that all work is completed in accordance with local and state building codes and ordinances
 - Provide determination of environmentally sensitive and/or historical areas
 - Address post-disaster mitigation assessment needs for buildings and infrastructure.
 - Provide assistance with building inspections for emergency and permanent work.
- *Public Works Department*
 - Assists in evaluating damage to utilities and traffic control systems, roads and bridges, and flood control facilities.
 - Assists in evaluating damage to water and wastewater system control facilities.

- Assists in evaluating damage to County facilities and transportation resources.
 - Tracks force account materials and equipment used for disaster response and recovery efforts
 - Provides technical support and resources to County agencies conducting facility and infrastructure repairs and reconstruction under the PA program.
 - Coordinates the implementation of the Countywide Debris Management Plan with through the Debris Management Coordinator. Provides road work/maintenance records
 - Provides applicant owned equipment/fleet inventory, applicant cost codes, equipment/maintenance records, and activity records indicating what equipment (by operator) was used for disaster
 - Provides Public Infrastructure Records including:
 - List of roads throughout jurisdiction (county maintained, private, state & federal roads)
 - Records of service calls regarding road issues
 - Permitting records for work performed
 - Critical inventory list
 - Records of past damage
 - Rental/lease agreements.
- *Engineering Department*
 - Provide and assist with engineering studies (hydrology & hydraulics, surveys, assessments, etc. for emergency and permanent repair work
 - Ensure that all permits are acquired and documented prior to work commencement
- *Property Appraiser's Office*
 - Coordinating damage assessment information received from public and non-profit agencies;
 - Obtaining property assessment information for damaged/destroyed structures.
 - Providing damage assessment values for private and public property.
 - Research, analyze, and survey disaster damage impacts on property values.
 - Maintain updated property valuation records.
 - Coordinate with the Public Assistance Coordinator regarding damages to the Property Appraiser's offices and equipment requiring repair from the disaster
- *Finance Department*
 - Provide tracking of all disaster related costs by department, project and disaster and provide financial reconciliation of all expenditures and payments received
 - Provide contracting/procurement supporting documentation and ensure that all emergency, standby, and existing contracts meet state and federal requirements

- Provide expenditure documentation to support reimbursement including receipts, invoices, bank statements, EFTs/JTs, inter-departmental transfers, P-card statements, purchase orders, etc.
 - Provide tracking of donated resources that can be used as in-kind resources towards non-federal local share match
 - Provide financial policies and procedures addressing purchasing practices
 - Provide coordination and management through the Accounting Division for Project Worksheets (PW) and the Public Assistance (PA) Process.
 - Coordinate with Public Assistance Coordinator (PAC) and project specific project manager(PM) to ensure accurate PWs are created for all damages
 - Maintain a system of project documentation, both physical and electronic, that tracks all work and information regarding each PW
 - Provide all required reports to the State and FEMA regarding the progress and problems for each PW
 - Coordinate with each PW PM to ensure all parties are informed on progress, problems and communications regarding the PW
 - Maintain documentation on all PWs for at least 5 years after Disaster Close-Out or as required by State and FEMA
 - Supporting analysis of the financial impact of the recovery process on County revenues; Advising the County Administrator and County Disaster Recovery Director accordingly.
 - Assisting with economic analyses of the impact of the incident on the County.
- Clerk of Court
 - Work with Finance Department to coordinate the disbursement and drawdown of disaster grant funds
 - Coordinate with the Public Assistance Coordinator regarding damages to courthouses and equipment requiring repair from the disaster.
- Risk Management
 - Provides information relating to insurance policies on insured facilities, summaries of loss, approval/claim denial letters from insurer, insurance commitment requirements by FEMA, insurance commissioner determinations and other related risk management issues
- Insurance Coordination Procedures

Most Public Assistance sub-grants will not be processed until insurance coordination with the appropriate carrier has been completed. County and local government Risk Managers must ensure early turn-around of insurance documents and documentation. Additionally, any insurance proceeds received on any sub-grants must be reported to avoid duplication of benefits.
- Project Worksheet (PW) Management

PW information and preparation support is the responsibility of the sub-grantee, the Florida Division of Emergency Management, and FEMA. Each

sub-grantee is responsible for overseeing all PW management activities including, but not limited to:

- PW development and formulation of projects
- Maintaining PW documentation
- Addressing scope of work changes or alternate/improved projects
- Ensuring work is completed within approved deadlines
- Complying with all financial compliance reporting requirements and audits
- Working with State and FEMA to conduct site inspections
- Appeals
- Closeout

Debris Removal & Management

The Public Works Group (ESF-3) has the responsibility for the overall coordination of debris removal efforts to include securing all required state and federal agency environmental permits. Emergency debris removal efforts will focus on clearing emergency access routes and major transportation arteries in an effort to allow the movement of emergency vehicles, supplies, resources, and traffic. After the restoration of the major transportation arteries has been completed, debris will then be removed from waste pickup sites, residential/local roadways, public buildings, critical facilities, and public parks.

A contract for debris management is included in the Debris Management Plan which includes, but is not limited to, debris management site identification, truck certifications, loading ticket verification, oversight of debris removal operations, and tower monitoring.

In an effort to minimize the impacts on landfill capacities, alternate means of debris disposal will be utilized whenever possible. Vegetative debris will be burned or chipped. Burning will not be used when it creates a public health hazard and an applicable permit will be acquired. Suitable burn sites will be pre-identified by the Public Works Group.

It is anticipated that significant numbers of personnel with engineering and construction skills, along with construction equipment and resources, will be required from state and federal agencies and from sources located outside of the affected area(s). The acquisition and deployment of these resources will be coordinated with, the Resource Unit (ESF-7) and, the Public Works Group (ESF-3).

The County Attorney will review entry procedures for debris removal from private roads, and, right-of-way debris removal from private property, which are addressed by the Public Works & Engineering Group (ESF-3).

The Finance Section (ESF-7) is responsible for developing and activating debris removal, debris monitoring and other emergency period contracts and coordinating with the Public Works Group (ESF-3) on debris related issues.

See the Flagler County Debris Management Plan and Debris Management Interagency Coordination Procedure for further detail.

2.3.3.8 Administrative Procedures

- **Financial Transactions and Administration of Funds**

An applicant briefing will be scheduled to advise potential eligible applicants (municipalities, county government, and private non-profit entities) of the availability and requirements of federal assistance. Each potential applicant will be asked to complete and return a Request for Public Assistance form. The Request for Public Assistance Form reports damages suffered by each potential applicant and is used by the FCO and PAO to determine the number of damage surveys and inspection teams.

A completed Request for Public Assistance will be transmitted to the FCO for each potential applicant. If the Request for Public Assistance is denied by the FCO, the PAO will notify the potential applicant in writing, explaining the specific reason(s) for denial, and providing information on appeal procedures.

Eligible applicants (sub-grantees) will also be requested to complete and return a “Designation of Sub-grantee’s Agent” form that designates the Official authorized to sign the funding agreement and execute relevant public assistance documents. Before any public assistance funds are released, the state and applicant must enter into a disaster relief funding agreement. Further detail is provided in the Handbook for Disaster Assistance and the Flagler County Standard Operating Guide for Federal Infrastructure Assistance.

Such efforts will be conducted in accordance with applicable state and federal laws, including those governing record keeping and auditing procedures.

Once the funding agreements are executed for each sub-grantee, funds will be drawn down by the County through a separate financial account and disbursed accordingly. The county uses internal procedures to track expenditures and disbursements by project and ensure that costs are coded by disaster.

- **Accurate Accounting and Cost Controls**

While innovative and expeditious means of procurement are called for during times of disaster, it is still mandatory that good accounting principles and practices be employed in order to safeguard the use of public funds from the potential of fraud, waste and abuse.

In accordance with the Federal guidelines, and the State of Florida Resource and Financial Management Policies and Procedures, officials of the primary and support agencies will give approval for expenditures of funds for response operations.

Accurate documentation of expenses is critical to the application for public assistance programs as well as for any future reimbursement. For any emergency, it is the responsibility of each department or agency to track and

monitor all costs associated with their agency's response. Each department or agency is also responsible for establishing effective administrative control of funds and segregation of duties for proper internal controls.

Extreme care and attention to detail must be taken throughout the emergency response and recovery period to maintain logs, formal records and documentation of all expenditures (including but not limited to timesheets, equipment usage and rental contracts, checks, Purchase Orders, inventory slips, etc.) in order to provide clear, reasonable accountability and justification for future reimbursement requests. Reimbursement is NOT an automatic authorization, but a deliberate process of justifying each expense.

All records relating to the allocation and disbursement of funds must be maintained, in compliance with:

1. The Code of Federal Register-Title 44 Emergency Management and Assistance (CFR 44); the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also known as the Super Circular) codified at 2 CFR 200. and Federal Statutes, in a manner consistent with the provisions of the Stafford Act
2. Chapter 215, Florida Statutes, pertaining to safe financial matters and Chapter 252, Florida Statutes, relating specifically to emergency powers and responsibilities
3. The Florida Resource and Financial Management Policies and Procedures

Accounting for Disaster Expenditures

A Presidential disaster declaration will authorize funding from the Federal Disaster Relief Fund under the provisions of the Stafford Act. In addition, the Federal Office of Management and Budget (OMB) and Congress may give rapid approval to a FEMA –prepared emergency budget request at a level sufficient to sustain a local community's response operation for at least three weeks, with the opportunity to extend, if the situation warrants.

Therefore, it is critical that an ongoing running total be kept of all costs associated with the response and that the costs be closely monitored in order to anticipate and estimate the time period within which the department/agency or organization can operate self-sufficiently and to predict operating needs.

Additionally, all eligible expenses incurred as a result of the disaster within 44 CFR Subpart H are reimbursable if they are documented. All departments/agencies must begin documenting personnel and supply expenses as soon as response begins. Specific record keeping procedures are further outlined in the State of Florida Resource and Financial Management Policies and Procedures for Emergency Management.

On behalf of the Departments of Flagler County, the Financial Services Department is responsible for tracking expenses related to financial management providing financial reporting assistance, and coordinating the disbursement and drawdown of funds in cooperation with the Flagler County

Clerk of Court's Office. Each organization/department should maintain communication through the finance section at the EOC in order to gain/provide accurate estimates of the ongoing response and recovery costs.

Additionally, the County, municipalities, and eligible, private non-profit entities must maintain adequate disbursement and accounting records of the costs incurred on approved disaster work for reimbursement to maintain federal funding and ensure that the documentation required by state and federal audits will be available upon request. All emergency and disaster-related documentation must be maintained for no less than three (3) years after the closure of the disaster grant although the recommended timeframe for maintaining documentation is seven (7) years; however, if more stringent state or local regulations exist, the more stringent regulations would prevail.

Flagler County's financial practices and procedures are audited internally and externally on an annual basis.

- National Flood Insurance Program

Flagler County does participate in the National Flood Insurance Program. A large portion of Flagler County is in a special hazard flood zone. Citizens cannot buy flood insurance if their local jurisdictional government does not participate in the program. Communities also participate in the Community Rating System, which allows communities to have an impact on the rates paid by their citizens for flood insurance. Communities are classified as Class 1 (most premium reduction allowed) through Class 10 (no discount provided). The cities of Flagler Beach and Palm Coast have Community Rating System scores of 6 and 4, respectively, and the County is a Class 6

Flagler County has developed its Comprehensive Plan for years 2010-2035, which limits building and rebuilding within wetlands and flood plains. Building within coastal plains and those areas forward of the coastal construction line are addressed in the Flagler County Comprehensive Plan.

The Comprehensive Plan is the basis for rebuilding, building, and planning within the flood plains and the coastal zones within the County. The management of storm water runoff is also addressed within the plan. All recovery actions, both short and long term, must be completely addressed through the Comprehensive Plan.

Some communities have developed and submitted Statewide Mutual Aid Agreements within the County and state. Additionally, the Flagler County Comprehensive Plan is an all-inclusive plan that accepts input from not only citizen groups but also technical advisory groups that were developed based on expertise of functional members.

FLAGLER COUNTY

**COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN**

MITIGATION ANNEX

SECTION 3.0

3.0 MITIGATION ANNEX

2.4 *Purpose and Scope*

The purpose of the Mitigation Annex is to provide guidance for coordination of local government services and operations during and after a disaster situation within Flagler County to address hazard mitigation issues. Mitigation is intended to be implemented with flexibility and to be adjusted to emergency conditions when necessary. The scope of mitigation includes all forms of mitigation functions, including, but not limited to:

- Maintaining awareness of the impact of the event and the emergency response operations to ensure an effective transition to the recovery phase;
- Advising other assisting/cooperating agencies of the effect of emergency response operations on subsequent mitigation functions;
- Using impact and damage assessment information to initiate mitigation functions;
- Coordinating County and municipal organizations in the implementation and delivery of state and federal hazard mitigation programs;
- Establishing, if needed, a disaster recovery organization to meet the long-term redevelopment needs of the County and its municipalities;
- Addressing the long-term needs for recovery, economic stabilization, and redevelopment of damaged and destroyed neighborhoods;
- Defining the community's vulnerabilities made evident by the disaster's effects and identifying new hazard mitigation opportunities and initiatives based on those vulnerabilities; and
- Coordinating implementation of the Flagler County Local Mitigation Strategy (LMS) in the aftermath of the disaster.

The scope of mitigation is also intended to be both multi-agency and multi-jurisdictional and to encompass cooperative mitigation functions implemented by and for Flagler County and its municipalities.

2.5 *Local Mitigation Strategy (LMS)*

The Flagler County LMS was developed initially in 1999 by a multi-jurisdictional workgroup including officials from Flagler County, the Town of Beverly Beach, City of Bunnell, City of Flagler Beach, City of Palm Coast, Town of Marineland, and representatives from local businesses and civic groups. This multi-jurisdictional group became known as the Local Mitigation Strategy (LMS) Workgroup and is still in existence today.

The Flagler County LMS is authored by and coordinated through the Emergency Management Division and was most recently adopted by Flagler County in 2016. The FEMA and state-approved plan, which expires on June 14, 2021, includes detailed information on risk and vulnerability assessments of the local community based on the hazards that could potentially impact Flagler County. The LMS hazard analysis helps drive planning functions in the CEMP by providing a baseline to establish the County's roles and responsibilities in preparing for, responding to, and recovering from disasters. The plan also includes the following components:

- A description and analysis of state and local hazard mitigation policies, programs, and capabilities to mitigate the hazards in the disaster area(s);

- Proposed hazard mitigation strategies, measures, and actions designed to reduce or avoid long-term vulnerability to hazards; and
- A method for implementing, monitoring, evaluating and updating the plan on an annual basis.

Preparation, maintenance, evaluation, and updates of the plan are coordinated by the county's mitigation planner, who also fills the role of LMS Coordinator. The LMS Workgroup and appropriate local officials assist in both the preparation and implementation of the plan.

The LMS should be referenced for a listing of the various agencies and jurisdictions involved in day-to-day implementation of this plan and the initiatives contained therein. These agencies will coordinate with state and federal damage assessment and mitigation teams assigned to Flagler County in the aftermath of a disaster. Flagler County will provide training and a brief synopsis of mitigation initiatives identified in the LMS to ensure new projects are coordinated effectively.

Members of the LMS Workgroup are charged with several duties immediately following a Presidential Disaster Declaration. The LMS Workgroup members identify opportunities for hazard mitigation within the disaster area(s) and identify possible measures to be funded under the Hazard Mitigation Grant Program.

2.6 Strategies for Rectifying Problem Areas

An after-action report will be prepared within 45 days following a Presidential Disaster Declaration. The post event report will include:

- A general description of the nature and severity of damages and their impacts on the community;
- A general description of the emergency conditions which caused the damages, including historical information and trends;
- An overview of federal, state, and local policies, regulations, and statutes governing the development of land and land uses;
- A description of potential hazard mitigation options and measures, including land use, development, and construction standards and practices (the actual mitigation techniques, such as structural elevation, and property acquisition that the County plans to employ should be indicated);
- Development restrictions in risk areas, including comprehensive plan objectives, local building codes, and Community Rating System status; and
- Recommendations and measures necessary to make sure identified opportunities for hazard mitigation are adequately addressed.

Flood Insurance Rate Maps (FIRM) may be used to compare flood zones identified by FEMA to areas that experienced flooding. If areas of repetitive flooding exist, but are not indicated on the maps, these areas can be drawn in to facilitate local emergency planning efforts and to assist the state in requesting that FEMA revise the existing maps.

The County Emergency Management Division works closely with the County's Floodplain Manager and each municipality's designated Floodplain Manager. After an event, the floodplain managers will work with the Damage Assessment Teams to identify structures damaged within the Special Flood Hazard Areas. Building Officials or the Floodplain Manager will then complete a secondary assessment of these structures to determine if

they have sustained substantial damage as defined by the National Flood Insurance Program. Additionally, when building permits are requested, each structure is evaluated for its location relative to the Special Flood Hazard Area. This process will help to identify any buildings with substantial damage missed during the damage assessment process.

FLAGLER COUNTY

**COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN**

APPENDICES

Appendix A **Flagler County 2010 Census Profile**

Data compiled in this Appendix is from the 2010 U.S. Census, American Fact Finder, Table DP-1: Profile of General Population and Housing Characteristics.

Sex and Age:

Table A.1: Age Distribution of Total Population in Flagler County, 2010

| Total population | 95,696 | 100.0 |
|--------------------|--------|-------|
| Under 5 years | 4,766 | 5.0 |
| 5 to 9 years | 5,153 | 5.4 |
| 10 to 14 years | 5,571 | 5.8 |
| 15 to 19 years | 5,572 | 5.8 |
| 20 to 24 years | 3,959 | 4.1 |
| 25 to 29 years | 4,300 | 4.5 |
| 30 to 34 years | 4,711 | 4.9 |
| 35 to 39 years | 5,143 | 5.4 |
| 40 to 44 years | 5,620 | 5.9 |
| 45 to 49 years | 6,142 | 6.4 |
| 50 to 54 years | 6,529 | 6.8 |
| 55 to 59 years | 6,864 | 7.2 |
| 60 to 64 years | 7,961 | 8.3 |
| 65 to 69 years | 7,528 | 7.9 |
| 70 to 74 years | 6,065 | 6.3 |
| 75 to 79 years | 4,327 | 4.5 |
| 80 to 84 years | 3,078 | 3.2 |
| 85 years and over | 2,407 | 2.5 |
| Median age (years) | 47.5 | (X) |
| 16 years and over | 79,025 | 82.6 |
| 18 years and over | 76,660 | 80.1 |
| 21 years and over | 73,758 | 77.1 |
| 62 years and over | 28,287 | 29.6 |
| 65 years and over | 23,405 | 24.5 |

(X): Not applicable

Table A.2: Age Distribution of Male Population in Flagler County, 2010

| Male population | 46,016 | 48.1 |
|--------------------|--------|-------|
| Under 5 years | 2,434 | 2.5 |
| 5 to 9 years | 2,598 | 2.7 |
| 10 to 14 years | 2,918 | 3.0 |
| 15 to 19 years | 2,868 | 3.0 |
| 20 to 24 years | 1,983 | 2.1 |
| 25 to 29 years | 2,059 | 2.2 |
| 30 to 34 years | 2,297 | 2.4 |
| 35 to 39 years | 2,458 | 2.6 |
| 40 to 44 years | 2,688 | 2.8 |
| 45 to 49 years | 2,864 | 3.0 |
| 50 to 54 years | 2,957 | 3.1 |
| 55 to 59 years | 3,058 | 3.2 |
| 60 to 64 years | 3,651 | 3.8 |
| 65 to 69 years | 3,660 | 3.8 |
| 70 to 74 years | 3,041 | 3.2 |
| 75 to 79 years | 2,105 | 2.2 |
| 80 to 84 years | 1,431 | 1.5 |
| 85 years and over | 946 | 1.0 |
| Median age (years) | 46.3 | (X) |
| 16 years and over | 37,469 | 39.2 |
| 18 years and over | 36,272 | 37.9 |
| 21 years and over | 34,741 | 36.3 |
| 62 years and over | 13,459 | 14.1 |
| 65 years and over | 11,183 | 11.7 |

(X): Not applicable

Table A.3: Age Distribution of Female Population in Flagler County, 2010

| Female population | 49,680 | 51.9 |
|--------------------|--------|-------|
| Under 5 years | 2,332 | 2.4 |
| 5 to 9 years | 2,555 | 2.7 |
| 10 to 14 years | 2,653 | 2.8 |
| 15 to 19 years | 2,704 | 2.8 |
| 20 to 24 years | 1,976 | 2.1 |
| 25 to 29 years | 2,241 | 2.3 |
| 30 to 34 years | 2,414 | 2.5 |
| 35 to 39 years | 2,685 | 2.8 |
| 40 to 44 years | 2,932 | 3.1 |
| 45 to 49 years | 3,278 | 3.4 |
| 50 to 54 years | 3,572 | 3.7 |
| 55 to 59 years | 3,806 | 4.0 |
| 60 to 64 years | 4,310 | 4.5 |
| 65 to 69 years | 3,868 | 4.0 |
| 70 to 74 years | 3,024 | 3.2 |
| 75 to 79 years | 2,222 | 2.3 |
| 80 to 84 years | 1,647 | 1.7 |
| 85 years and over | 1,461 | 1.5 |
| Median age (years) | 48.6 | (X) |
| 16 years and over | 41,556 | 43.4 |
| 18 years and over | 40,388 | 42.2 |
| 21 years and over | 39,017 | 40.8 |
| 62 years and over | 14,828 | 15.5 |
| 65 years and over | 12,222 | 12.8 |

(X): Not applicable

Race:**Table A.4: Race Distribution Among Total Flagler County Population, 2010**

| Total population | 95,696 | 100.0 |
|--|--------|-------|
| One Race | 93,510 | 97.7 |
| White | 78,710 | 82.3 |
| Black or African American | 10,884 | 11.4 |
| American Indian and Alaska Native | 267 | 0.3 |
| Asian | 2,046 | 2.1 |
| Asian Indian | 269 | 0.3 |
| Chinese | 245 | 0.3 |
| Filipino | 720 | 0.8 |
| Japanese | 39 | 0.0 |
| Korean | 62 | 0.1 |
| Vietnamese | 164 | 0.2 |
| Other Asian [1] | 547 | 0.6 |
| Native Hawaiian and Other Pacific Islander | 59 | 0.1 |
| Native Hawaiian | 13 | 0.0 |
| Guamanian or Chamorro | 13 | 0.0 |
| Samoan | 7 | 0.0 |
| Other Pacific Islander [2] | 26 | 0.0 |
| Some Other Race | 1,544 | 1.6 |
| Two or More Races | 2,186 | 2.3 |
| White; American Indian and Alaska Native [3] | 333 | 0.3 |
| White; Asian [3] | 322 | 0.3 |
| White; Black or African American [3] | 658 | 0.7 |
| White; Some Other Race [3] | 326 | 0.3 |
| Race alone or in combination with one or more other races: [4] | | |
| White | 80,506 | 84.1 |
| Black or African American | 11,953 | 12.5 |
| American Indian and Alaska Native | 766 | 0.8 |
| Asian | 2,530 | 2.6 |
| Native Hawaiian and Other Pacific Islander | 159 | 0.2 |
| Some Other Race | 2,119 | 2.2 |

[1] Other Asian alone, or two or more Asian categories.

[2] Other Pacific Islander alone, or two or more Native Hawaiian and Other Pacific Islander categories.

[3] One of the four most commonly reported multiple-race combinations nationwide in Census 2000.

[4] In combination with one or more of the other races listed. The six numbers may add to more than the total population, and the six percentages may add to more than 100 percent because individuals may report more than one race.

Hispanic or Latino:

Table A.5: Hispanic or Latino Population in Flagler County, 2010

| Total population | 95,696 | 100.0 |
|----------------------------------|--------|-------|
| Hispanic or Latino (of any race) | 8,251 | 8.6 |
| Mexican | 942 | 1.0 |
| Puerto Rican | 3,363 | 3.5 |
| Cuban | 1,070 | 1.1 |
| Other Hispanic or Latino [5] | 2,876 | 3.0 |
| Not Hispanic or Latino | 87,445 | 91.4 |

[5] This category is composed of people whose origins are from the Dominican Republic, Spain, and Spanish-speaking Central or South American countries. It also includes general origin responses such as "Latino" or "Hispanic."

Hispanic or Latino and Race:

Table A.6: Racial Composition of Flagler County Population by Hispanic or Latino Ethnicity, 2010

| Total population | 95,696 | 100.0 |
|--|--------|-------|
| Hispanic or Latino | 8,251 | 8.6 |
| White alone | 5,850 | 6.1 |
| Black or African American alone | 414 | 0.4 |
| American Indian and Alaska Native alone | 44 | 0.0 |
| Asian alone | 26 | 0.0 |
| Native Hawaiian and Other Pacific Islander alone | 12 | 0.0 |
| Some Other Race alone | 1,254 | 1.3 |
| Two or More Races | 651 | 0.7 |
| Not Hispanic or Latino | 87,445 | 91.4 |
| White alone | 72,860 | 76.1 |
| Black or African American alone | 10,470 | 10.9 |
| American Indian and Alaska Native alone | 223 | 0.2 |
| Asian alone | 2,020 | 2.1 |
| Native Hawaiian and Other Pacific Islander alone | 47 | 0.0 |
| Some Other Race alone | 290 | 0.3 |
| Two or More Races | 1,535 | 1.6 |

Relationship:**Table A.7: Relationship Status Among Household Occupants in Flagler County, 2010**

| | | |
|---------------------------------|--------|-------|
| Total population | 95,696 | 100.0 |
| In households | 95,012 | 99.3 |
| Householder | 39,186 | 40.9 |
| Spouse [6] | 22,036 | 23.0 |
| Child | 22,945 | 24.0 |
| Own child under 18 years | 16,422 | 17.2 |
| Other relatives | 5,607 | 5.9 |
| Under 18 years | 2,099 | 2.2 |
| 65 years and over | 1,304 | 1.4 |
| Nonrelatives | 5,238 | 5.5 |
| Under 18 years | 491 | 0.5 |
| 65 years and over | 588 | 0.6 |
| Unmarried partner | 2,672 | 2.8 |
| In group quarters | 684 | 0.7 |
| Institutionalized population | 562 | 0.6 |
| Male | 309 | 0.3 |
| Female | 253 | 0.3 |
| Noninstitutionalized population | 122 | 0.1 |
| Male | 80 | 0.1 |
| Female | 42 | 0.0 |

[6] "Spouse" represents spouse of the householder. It does not reflect all spouses in a household. Responses of "same-sex spouse" were edited during processing to "unmarried partner."

Households by Type:

Table A.8: Household Composition in Flagler County, 2010

| | | |
|---|--------|-------|
| Total households | 39,186 | 100.0 |
| Family households (families) [7] | 27,843 | 71.1 |
| With own children under 18 years | 9,054 | 23.1 |
| Husband-wife family | 22,036 | 56.2 |
| With own children under 18 years | 6,005 | 15.3 |
| Male householder, no wife present | 1,509 | 3.9 |
| With own children under 18 years | 732 | 1.9 |
| Female householder, no husband present | 4,298 | 11.0 |
| With own children under 18 years | 2,317 | 5.9 |
| Nonfamily households [7] | 11,343 | 28.9 |
| Householder living alone | 9,065 | 23.1 |
| Male | 3,638 | 9.3 |
| 65 years and over | 1,466 | 3.7 |
| Female | 5,427 | 13.8 |
| 65 years and over | 3,179 | 8.1 |
| Households with individuals under 18 years | 10,369 | 26.5 |
| Households with individuals 65 years and over | 16,016 | 40.9 |
| Average household size | 2.42 | (X) |
| Average family size [7] | 2.82 | (X) |

[7] "Family households" consist of a householder and one or more other people related to the householder by birth, marriage, or adoption. They do not include same-sex married couples even if the marriage was performed in a state issuing marriage certificates for same-sex couples. Same-sex couple households are included in the family households category if there is at least one additional person related to the householder by birth or adoption. Same-sex couple households with no relatives of the householder present are tabulated in nonfamily households. "Nonfamily households" consist of people living alone and households which do not have any members related to the householder.

Housing Occupancy:**Table A.9: Housing Occupancy Status in Flagler County, 2010**

| | | |
|---|--------|-------|
| Total housing units | 48,595 | 100.0 |
| Occupied housing units | 39,186 | 80.6 |
| Vacant housing units | 9,409 | 19.4 |
| For rent | 1,256 | 2.6 |
| Rented, not occupied | 85 | 0.2 |
| For sale only | 1,346 | 2.8 |
| Sold, not occupied | 184 | 0.4 |
| For seasonal, recreational, or occasional use | 4,489 | 9.2 |
| All other vacant | 2,049 | 4.2 |
| Homeowner vacancy rate (percent) [8] | 4.3 | (X) |
| Rental vacancy rate (percent) [9] | 12.0 | (X) |

[8] The homeowner vacancy rate is the proportion of the homeowner inventory that is vacant "for sale." It is computed by dividing the total number of vacant units "for sale only" by the sum of owner-occupied units, vacant units that are "for sale only," and vacant units that have been sold but not yet occupied; and then multiplying by 100.

[9] The rental vacancy rate is the proportion of the rental inventory that is vacant "for rent." It is computed by dividing the total number of vacant units "for rent" by the sum of the renter-occupied units, vacant units that are "for rent," and vacant units that have been rented but not yet occupied; and then multiplying by 100.

Housing Tenure:**Table A.10: Housing Tenure in Flagler County, 2010**

| | | |
|---|--------|-------|
| Occupied housing units | 39,186 | 100.0 |
| Owner-occupied housing units | 30,020 | 76.6 |
| Population in owner-occupied housing units | 69,416 | (X) |
| Average household size of owner-occupied units | 2.31 | (X) |
| Renter-occupied housing units | 9,166 | 23.4 |
| Population in renter-occupied housing units | 25,596 | (X) |
| Average household size of renter-occupied units | 2.79 | (X) |

Appendix B Supplemental Maps

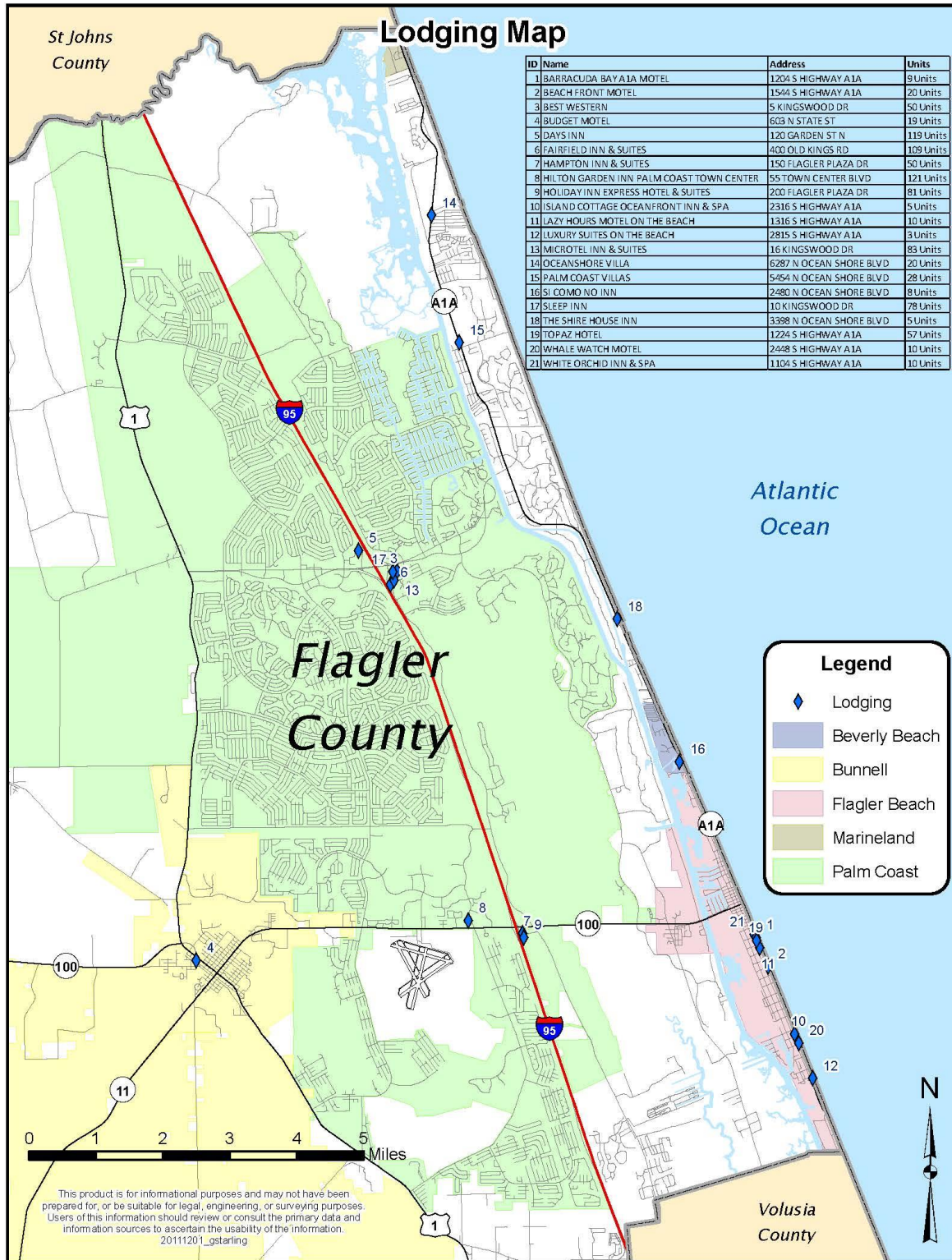


Figure B.1: Lodging Facilities in Flagler County, 2011

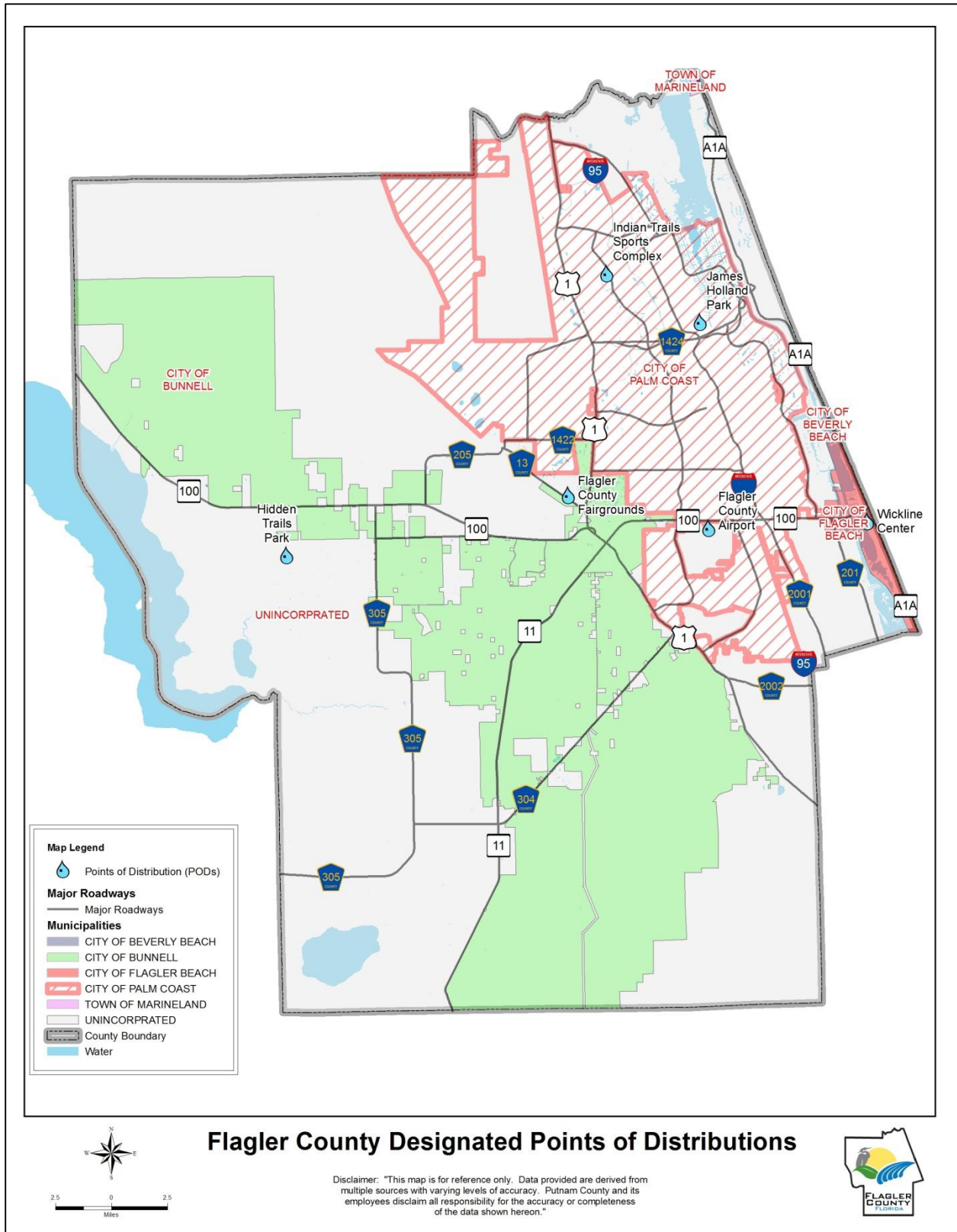


Figure B.2: Emergency Management Staging Areas and Points of Distribution in Flagler County, 2016

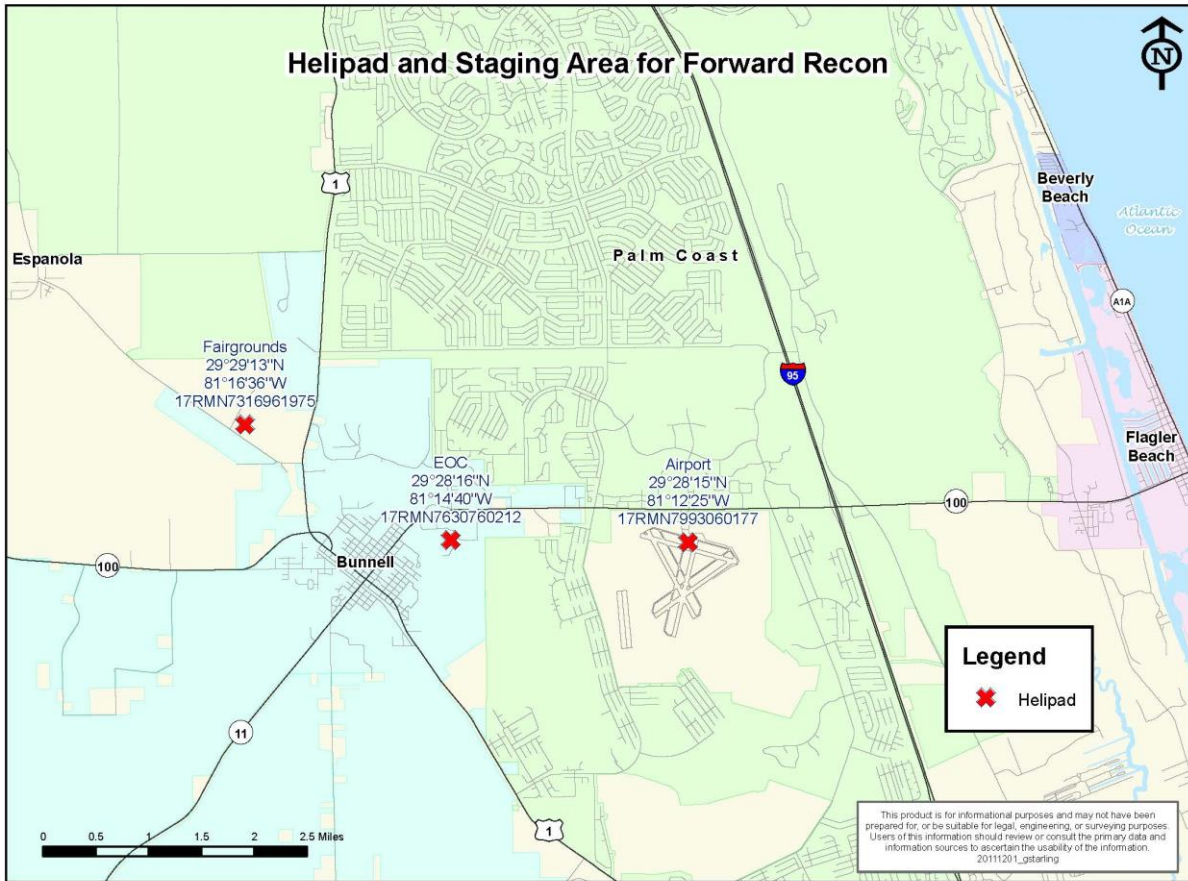


Figure B.3: Helipads, 2016

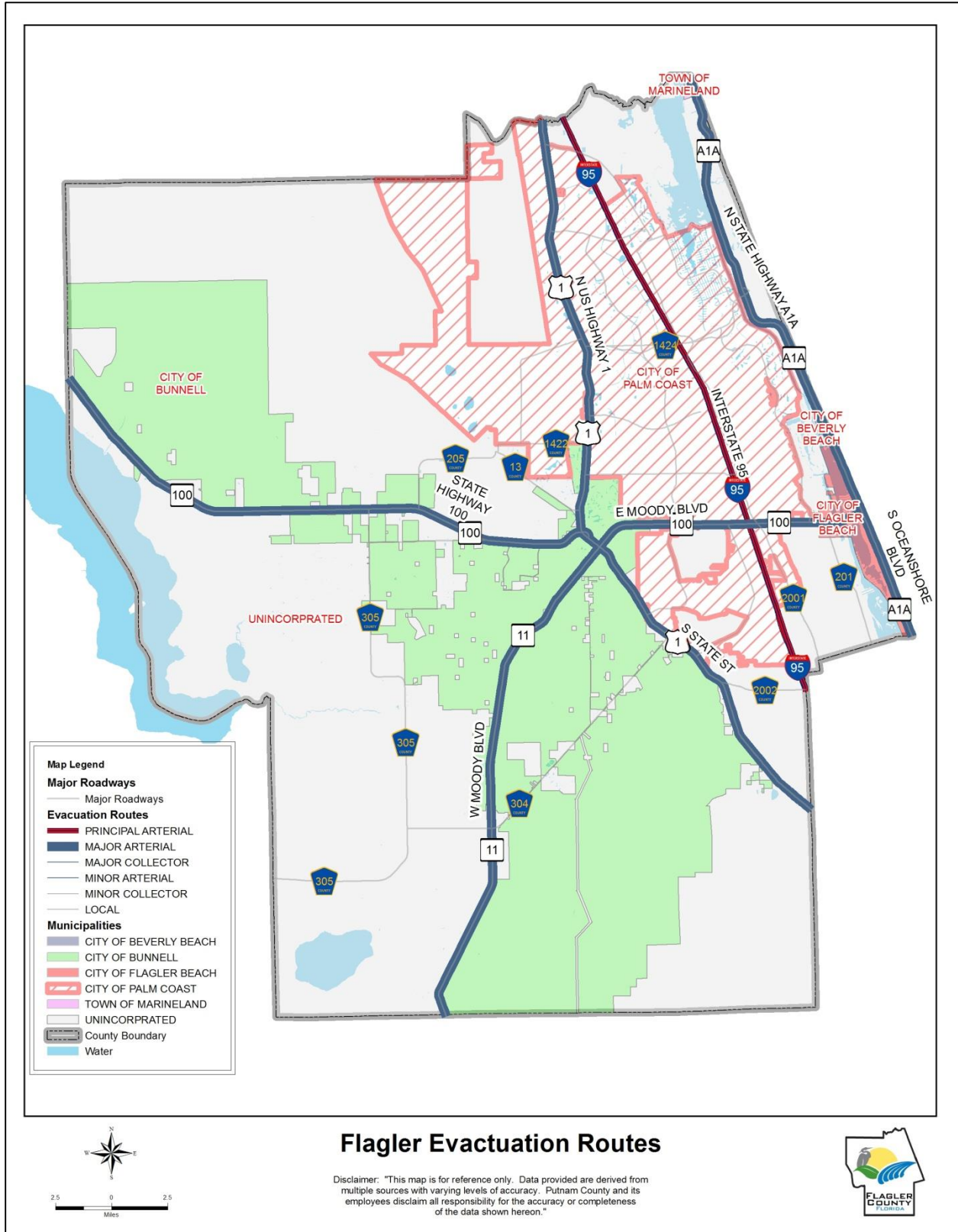


Figure B.4: Evacuation Routes in Flagler County, 2016

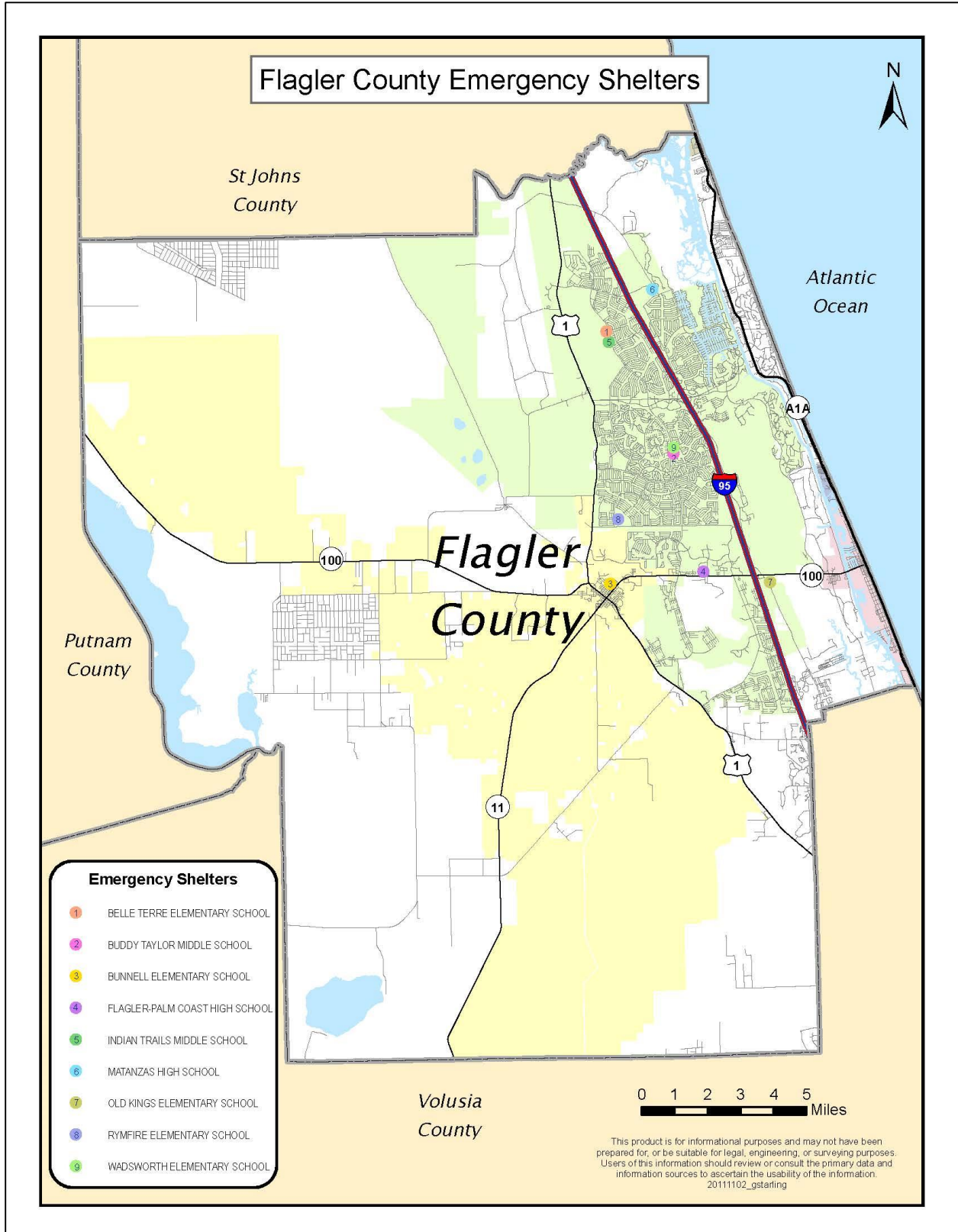


Figure B.5: Emergency Shelters in Flagler County, 2016

Appendix C Organization of Flagler County Government and Emergency Response Structure

Flagler County Board of County Commissioners
FY 2016-2017

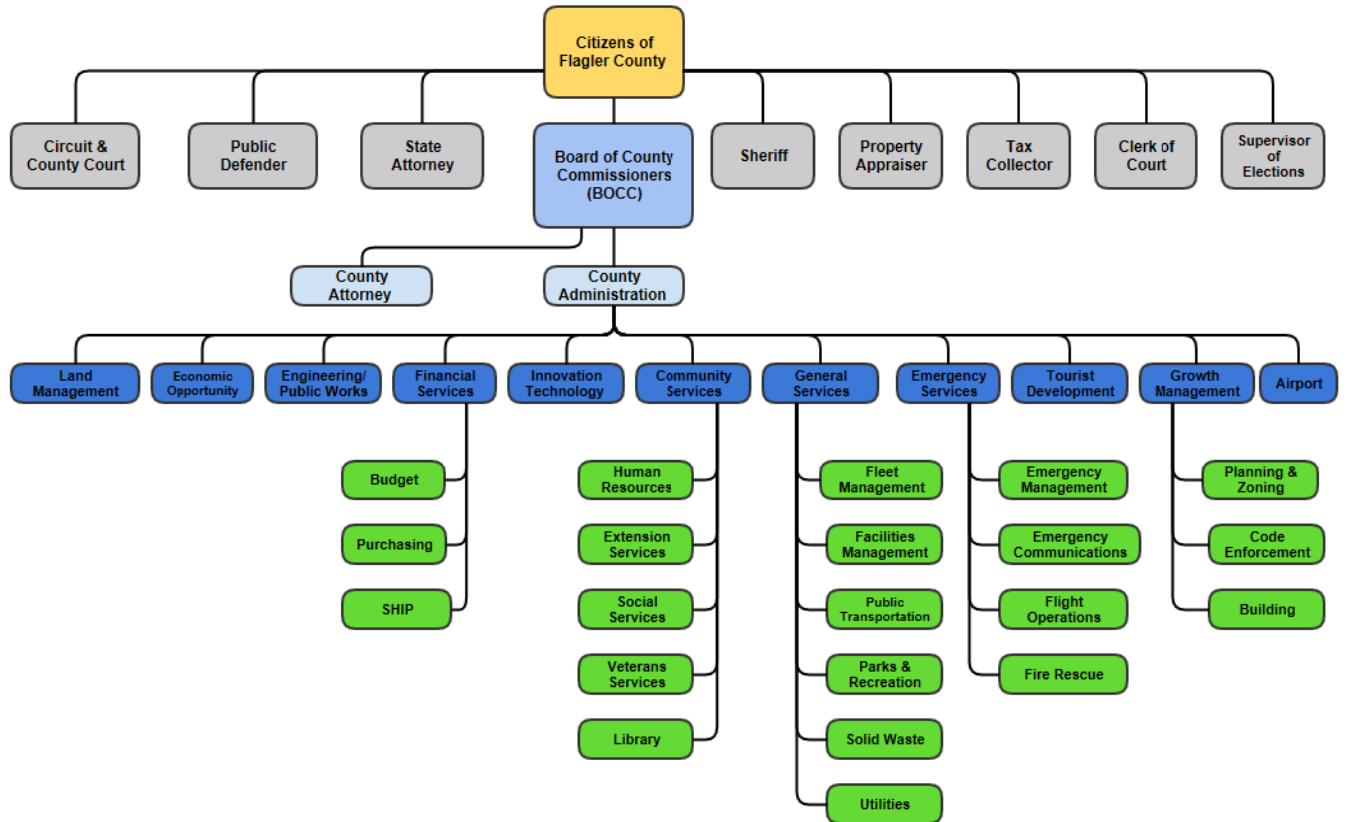
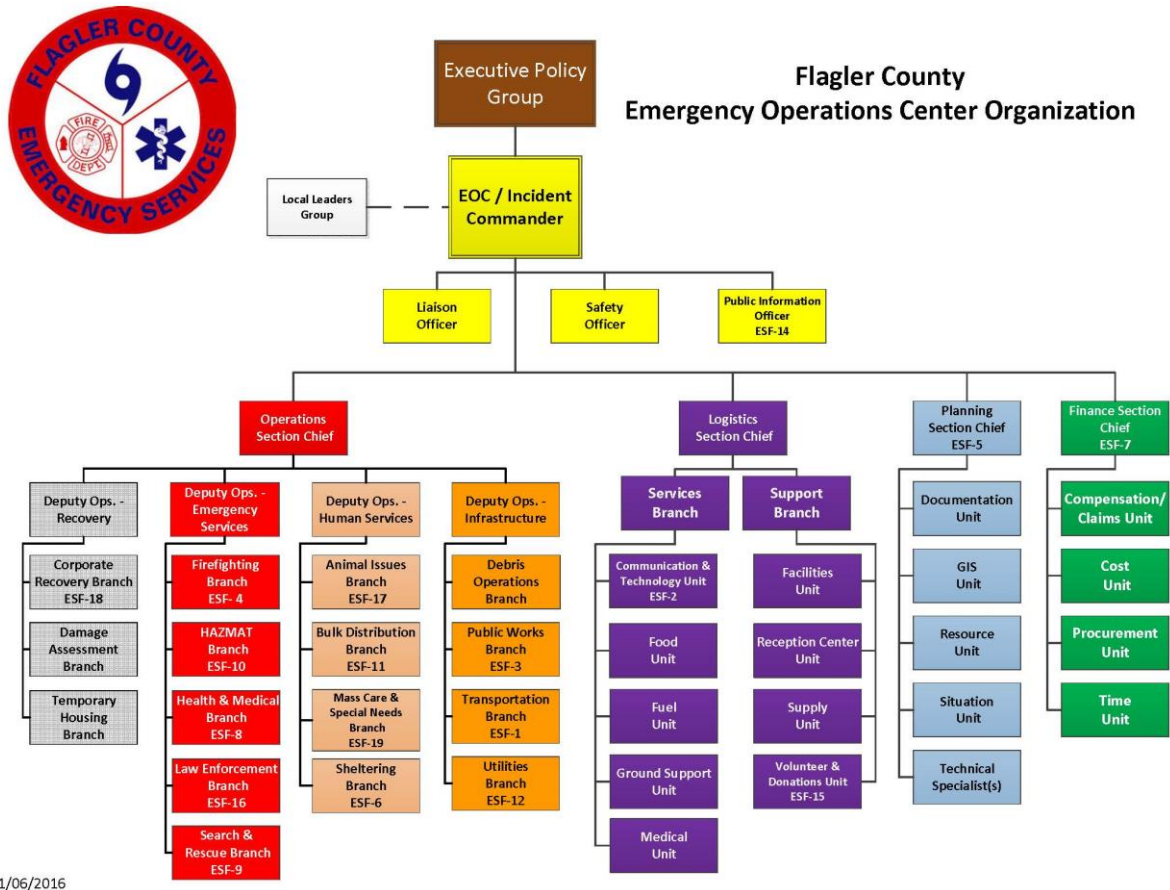


Figure C.1: Flagler County Organizational Chart, 2016



01/06/2016

Figure C.2: Flagler County Emergency Operations Center Organizational Chart, 2016

Appendix D Group Unit Overview

OPERATIONS SECTION

Emergency Services Branch

Law Enforcement Group

The Law Enforcement Group commands, controls and coordinates law enforcement resources and activities. The Sheriff's Office shall serve as the lead agency for the Law Enforcement Group and is responsible for linking the EOC/Area Command to law enforcement agencies (state and federal) and appropriate dispatch centers. The Law Enforcement Group Supervisor will complete and maintain status reports for major incidents, implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Law Enforcement Group, and assist and serve as an advisor to the Emergency Service Operations Section Chief, as required.

Firefighting Group

The Flagler County Fire/Rescue Division is the lead agency for the Firefighting Group and shall coordinate all fire, and EMS, within the boundaries of Flagler County and assist neighboring communities if called upon. The Fire/Rescue Division will complete and maintain status reports for major incidents, implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Firefighting Group, and assist and serve as an advisor to the Emergency Services Operations Branch Director, as required.

HAZMAT Group

The Flagler County Fire/Rescue Division is the lead agency for the HAZMAT Group and shall coordinate all hazardous material response operations within the boundaries of the Flagler County. The Fire/Rescue Division will complete and maintain status reports for major incidents, implement the objectives of the EOC/Area Command Incident Action Plan assigned to the HAZMAT Group, and implement the HAZMAT Hazard Specific Plan.

Health & Medical Group

The Health & Medical Group is responsible for coordinating the provision of medical, mental, and public health care for the residents and visitors of Flagler County. This includes providing accurate information on where individuals may receive appropriate care. The primary responsibilities of the Health & Medical Group are to:

- Minimize loss of life, subsequent disability and human suffering by ensuring timely and coordinated medical and public health assistance;
- Assist with the review of Special Needs application reviews;
- Coordinate activities of medical care facilities and the procurement, allocation, and distribution of medical personnel, supplies, communications, and other resources;
- Provide a system for receipt and dissemination of health related information required for effective response and recovery from a major disaster;
- Assist in the implementation of public health actions ordered;

- Coordinate with the Public Information Officer (PIO) to inform the public of health precautions or health related safety instructions for the general public;
- Coordinate and prioritize requests for health services support from local responders and obtain medical/health personnel, supplies and equipment through mutual aid or requests for state or federal support;
- Complete and maintain status reports for major incidents, implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Health & Medical Group; and
- Implement the Strategic National Stockpile ICP in response to an incident requiring mass immunization or treatment.

Search and Rescue Group

Flagler County Fire/Rescue, Law Enforcement, and Emergency Services, the Child Abduction Response Team (CART), and highly trained volunteers bear responsibility for Search and Rescue Operations and commonly interact during emergencies and emergency response. The Flagler County Sheriff's Office will be the lead agency for Wildland Search and Rescue missions. The Flagler County Emergency Services Fire/Rescue will be the lead agency for Urban Search and Rescue missions.

Human Services Branch

Sheltering Group

The Sheltering Group is responsible for coordinating the provision of basic temporary shelter for the residents, special needs clients and visitors of Flagler County. This includes refuge from severe weather or a disaster event, immediate (short-term) post-disaster sheltering. The Sheltering Group is also responsible for determining the operational status of all facilities listed as potential shelters, including;

- Structural soundness;
- Utility services;
- Adequate sanitation facilities, including showers;
- Capacity for cooking and serving food;
- Housing capacity; and
- Access for people with disabilities.

Pet-friendly sheltering is addressed by the Animal Issues Group, and longer-term sheltering/housing is addressed by the Temporary Housing Group. The Sheltering Group will complete and maintain status reports for major issues and incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Sheltering Group.

Bulk Distribution Group

The Bulk Distribution Group is responsible for coordinating the distribution from the County Staging Area (CSA) through the Points of Distribution (PODs) of basic supplies to the residents of Flagler County. The Bulk Distribution Group will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Bulk Distribution Group.

Mass Care Group

The Mass Care Group is responsible for providing basic human services, including: food, potable water, clothing, emotional support, and other basic necessities to persons impacted by a disaster. The Mass Care Group also provides a central disaster registration and inquiry service to reunite families and respond to outside welfare inquiries. The Mass Care Group collaborates closely with other agencies within the Human Services Operations Branch (i.e., Sheltering Group, Temporary Housing Group, etc.) to ensure close coordination and support for their mass care activities. The group will transition into the Community Relations role and eventually take the lead in long term recovery and identifying unmet needs.

Additional responsibilities of the Mass Care Group include:

- Ensuring effective integration of volunteer agency mass care activities;
- Estimating the number of people who will require mass care services (i.e., feeding, clothing, distribution of relief supplies, etc.);
- Ensuring that mass care service delivery programs are designed to address the needs of all segments of the affected population including people with special needs;
- Coordinating the provision of shelters, feeding, and disaster welfare inquiries;
- Assisting the American Red Cross with inquiries and registration services to reunite families or respond to inquiries from other relatives;
- Ensuring that physical and mental health services are available at shelters and other mass care service delivery sites; and
- Coordinating collection and distribution of mass care service delivery statistics.

Temporary Housing Group

The Temporary Housing Group is responsible for coordinating the effective planning for temporary housing for the residents of Flagler County displaced by a disaster. The Temporary Housing Group will work closely with state, federal, and local agencies to expedite any necessary processes to establish alternate long-term housing options for displaced residents. Additionally, the Temporary Housing Group will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Temporary Housing Group. The Sheltering Group Supervisor will coordinate with the Temporary Housing Group Supervisor on closing of shelters and provide vulnerable populations with viable options for temporary housing post-incident.

Animal Issues Group

The Animal Issues Group is responsible for coordinating the provision of care, veterinary services, welfare, and control of animals (livestock and pets) during a declared incident or disaster. These responsibilities include, but are not limited to:

- Pet-Friendly Sheltering (including provisions for service animals in general/special needs shelters and other public facilities);
- Animal search and rescue;
- Veterinary services;
- Lost animal care;
- Food and water;
- Immunization and disease control; and
- Security and quarantine.

Additionally, the Animal Issues Group will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Animal Issues Group.

Infrastructure Branch

Public Works Group

The Public Works Group assists County agencies and municipalities in response/recovery operations, including providing support to various operational units such as fire and law enforcement, countywide damage assessment (structures and infrastructure), route recovery, debris removal, debris volume assessment, building safety inspections and demolitions. Additionally, the Public Works Group will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Public Works Group.

Utilities Group

The Utilities Group plans for and coordinates necessary actions to facilitate the restoration of energy, potable water, and sewer systems following a disaster. Flagler County Growth Management is the lead agency for the Utilities Group and is responsible for coordinating all utility restoration-related activities, tracking the restoration of these utilities, ensuring support for field operations, including effective coordination with other response elements, pro-active exchange of information, and coordination of external resource support. Additionally, the Utilities Group will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Utilities Group.

Corporate Recovery Group

The Corporate Recovery Group plans for the flow of information between local, state and federal government emergency management agencies, private corporations, and business groups in order to facilitate corporate evacuations, re-entries, and recovery; provides education and training to corporate employees; coordinates the flow of private relief and recovery resources into impacted areas; and identifies potential sources of relief and recovery materials and supplies available through the private sector. Additionally, the Corporate Recovery Group will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Corporate Recovery Group.

Transportation Group

The Transportation Group provides overall coordination of transportation assistance to city and county departments, other governmental and private agencies, and others requiring transportation assistance in disaster situations. The Transportation Group coordinates the designation and restoration of services on critical transportation routes within Flagler County, including the coordination of general traffic and access control programs. Other responsibilities include:

- Coordinating the response operations targeted at restoring and maintaining normal operations of public transportation systems;
- Designating critical transportation routes;

- Route recovery;
- Supporting evacuation transportation planning;
- Providing backup transportation for victims;
- Providing transportation for emergency workers during recall operations; and
- Completing and maintaining status reports for major issues or incidents and implementing the objectives of the EOC/Area Command Incident Action Plan assigned to the Transportation Group.

LOGISTICS SECTION

Services Branch

Food Unit

The Food Unit provides feeding services for disaster response workers. The Food Unit determines food and water requirements; plans menus, orders food, provides cooking facilities, cooks, serves, maintains food service areas, and manages food security and safety concerns. Additionally, the Food Unit will complete and maintain status reports for any major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Food Unit.

Ground Support Unit

The Ground Support Unit maintains and repairs primary equipment, vehicles, and mobile ground support equipment, records usage time for all ground equipment (including contract equipment) assigned to the incident, and supplies fuel for all equipment. Additionally, the Ground Support Unit also maintains a transportation pool for major incidents. This pool consists of vehicles (e.g., staff cars, buses, pick-ups) that are suitable for transporting personnel. The Ground Support Unit also provides up-to-date information on the location and status of transportation vehicles and fuel supply to the Resources Unit.

Communications & Technology Unit

The Communications & Technology Unit supports the EOC and responders with telecommunication equipment, communications services, computer, server, and software procurement and support. The Unit develops the Communications Plan (ICS205) that is consistent with the Tactical Interoperable Communications Plan in order to make the most effective use of the communications equipment and facilities. Additionally, the Communications Unit will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Communications Unit.

Support Branch

Facilities Unit

The Facilities Unit will be responsible for monitoring and management of all publicly-owned buildings and real estate. Additionally, the Facilities Unit will track all property being utilized by Flagler County and all properties that may be needed for incident operations including storage

facilities and recovery centers; complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Facilities Unit.

Volunteers & Donations Unit

The Volunteers & Donations Unit will be responsible for the management, receipt, tracking, storing, and distribution of solicited and unsolicited donated goods and volunteers. This unit will activate and demobilize volunteer reception center(s). Additionally, the unit will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Volunteers & Donations Unit.

Supply Unit

The Supply Unit will be responsible for ordering, receiving, tracking, storing, and distributing any commodity necessary in support of the response to a disaster. Additionally, the Supply Unit will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command Incident Action Plan assigned to the Supply Unit.

Planning Section

Documentation Unit

The Documentation Unit maintains accurate and complete incident files, including a complete record of the major steps taken to resolve the incident; provides printing services to incident personnel; and files, maintains, and stores incident files for legal, analytical, and historical purposes. Documentation is part of the Planning Section primarily because this unit prepares the IAP and maintains many of the files and records that are developed as part of the overall IAP and planning function.

Resources Unit

The Resources Unit is responsible for maintaining the status of all assigned and available resources (primary and support) assigned by the EOC/Area Command for the disaster or incident. This is achieved by proactive collaboration with the County Staging Area and the Supply Unit and other components of the Logistics Section, maintaining a status-keeping system, and maintenance of a master list of all resources once an incident begins.

Situation Unit

The Situation Unit collects, processes, and organizes ongoing situation information, prepares situation summaries, and develops projections and forecasts of future events related to the incident. The Situation Unit also prepares maps and gathers and disseminates information and intelligence for use in the IAP. This unit may also require the expertise of technical specialists and operations and information security specialists.

Technical Specialists

Technical specialists have special skills and are activated only when needed. Specialists may serve anywhere within the organization, including the Command Staff. No minimum qualifications are prescribed, as technical specialists normally perform the same duties during an incident that

they perform in their everyday jobs, and they are typically specially certified in their fields or professions. Technical specialists assigned to the Planning Section may report directly to its chief, or they may report to any function in an existing unit, or may form a separate unit within the Planning Section, depending on the requirements of the incident and the needs of the Section Chief. Technical specialists may also be assigned to other parts of the organization (e.g., to the Operations Section to assist with tactical matters or to the Finance/Administration Section to assist with fiscal matters). For example, a legal specialist or legal counsel may be assigned directly to the Command Staff to advise the Emergency Management Director on legal matters, such as emergency proclamations, legality of evacuation orders, permitting, and legal rights and restrictions pertaining to media access. The incident itself will primarily dictate the needs for technical specialists.

Below are a few representative examples of the kinds of technical specialists that may be required:

- Meteorologist
- Epidemiologist
- Flood control specialist
- Explosives specialist
- Structural engineering specialist
- Radiation health physicist
- Attorney or legal counsel
- Industrial hygienist

Damage Assessment Unit

The Damage Assessment Unit is responsible for coordinating damage assessment-related activities, including effective coordination with other response elements, proactive exchange of information, and effective/efficient collection and dissemination of damage information.

GIS Unit

The GIS Unit supports the operations of the EOC/Area Command by creating and maintaining maps and photographs using Flagler County's GIS system and other mapping/photographic systems. The GIS Unit catalogs all products so that they are easily retrievable. Finally, the GIS Unit, with direction from the Planning Section Chief, establishes procedures for prioritizing mapping requests.

Finance Section

Time Unit

The Time Unit is primarily responsible for ensuring proper daily recording of personnel time in accordance with the policies of the relevant agencies.

Cost Unit

The Cost Unit provides cost analysis data for the incident. This unit must ensure that equipment and personnel for which payment is required are properly identified, obtain and record all cost data, and analyze and prepare estimates of incident costs. The Cost Unit also provides input on cost estimates for resource use. The Cost Unit must maintain accurate information on the actual costs of all assigned resources.

Compensation/Claims Unit

The Compensation/Claims Unit ensures that all forms required by workers' compensation programs and local agencies are completed. The Compensation/Claims Unit also maintains files on injuries and illnesses that are associated with the incident and ensures that all witness statements are obtained in writing. The Compensation and Claims Unit maintains logs on the claims, obtains witness statements, and documents investigations and agency follow-up requirements.

Procurement Unit

The Procurement Unit administers all financial matters pertaining to vendor contracts. The Procurement Unit coordinates with local jurisdictions to identify sources for equipment, prepares and signs equipment rental agreements, and processes all administrative requirements associated with equipment rental and supply contracts.

Command Staff*Public Information Officer*

The Public Information Officer (PIO) plans for, coordinates, provides, and disseminates information to the general public during all phases of disaster operations. The PIO is responsible for interfacing with the public and media and/or with other agencies with incident-related information requirements. The PIO develops accurate and complete information on the incident's cause, size, and current situation; resources committed; and other matters of general interest for both internal and external consumption. The PIO may also perform a key public information monitoring role. Whether the command structure is single or unified, only one incident PIO is designated. Assistants may be assigned from other agencies or departments involved. The EOC/ Incident Commander, or designee thereof must approve the release of all incident-related information.

Liaison Officer

The Liaison Officer is the point of contact for representatives of other state, federal, and municipal governmental agencies, nongovernmental organizations, and/or private entities. The Liaison Officer, or designee, will serve as Flagler County's liaison to the federal Joint Field Office (JFO), if established during recovery. In either a Single or Unified Command structure, representatives from assisting or cooperating agencies and organizations coordinate through the Liaison Officer. Agency and/or organizational representatives assigned to an incident must have the authority to speak for their parent agencies and/or organizations on all matters, following appropriate consultations with their agency leadership. Personnel from other agencies or organizations (public or private) involved in incident management activities may be assigned to the Liaison Officer to facilitate coordination.

Safety Officer

The Safety Officer monitors incident operations and advises the EOC/Incident Commander on all matters relating to operational safety, including the health and safety of emergency responder personnel. The Safety Officer has emergency authority to stop and/or prevent unsafe acts during incident operations. The Safety Officer, Operations Section Chief, and Planning Section Chief must coordinate closely regarding operational safety and emergency responder health and safety issues.

Appendix E Terms and Definitions

Activation Level III, Monitoring Activation – will be implemented whenever the Division of Emergency Management (DEM) receives notice of an incident, which may escalate to threaten public safety.

Activation Level II, Hazard Specific Activation – may be implemented by DEM Division Chief, or upon request of the Incident Commander (or their designees). Only those ESFs impacted by the hazard or involved in the response will be represented at the EOC.

Activation Level I, Full County Activation – may be implemented for a major event. All ESFs, the Policy Group, the Liaison Group, and Support Staff will be staffed 24 hours per day.

Advisory - National Weather Service message giving storm location, intensity, movement, and precautions to be taken.

Basic Plan - describes the various types of emergencies, which are likely to occur in Flagler County. It further provides procedures for disseminating warnings, coordinating response, ordering evacuations, opening shelters, and for determining, assessing, and reporting the severity and magnitude of such emergencies. The Basic Plan establishes the concept under which the County and municipal governments will operate in response to natural and technological disasters.

Burn Sites - open areas identified for the collection and open burning of disaster caused debris.

Catastrophic Disaster - an incident that overwhelms the capability of local and state resources and requires federal assistance and/or resources, examples included a Category 4 or 5 hurricane.

Clearance Time - the clearance time is the mobilization, travel, and queuing delay time; and is based on the number of people required to evacuate, the number of vehicles that may be used, the suitability of the roads (capacity, elevation, location, etc.), and then any special evacuation considerations, such as medical facilities and people with special needs.

Coastal High Hazard Area - as defined in F.S. 252 is the Category 1 hurricane evacuation area.

Comfort Stations - are managed under ESF-6 (Sheltering Group) to provide basic emergency services to victims, such as food and water, health and first aid treatment, relief supplies, information, and temporary refuge.

Command Staff - the staff positions consisting of the Public Information Officer, Liaison Officer, and the Safety Officer who report directly to the Incident Commander.

Comprehensive Emergency Management (CEM) - an integrated approach to the management of emergency programs and activities for all four emergency phases (mitigation, preparedness, response, and recovery), for all types of emergencies and disasters (natural, man-made, and attack), and for all levels of government and the private sector.

Comprehensive Emergency Management Plan (CEMP) - the purpose of the CEMP is to establish uniform policy and procedures for the effective coordination of response to a wide variety of natural and technological disasters.

County Warning Point - The location that the State will contact in case of an emergency. The primary County Warning Point is located in the Communications Center in the 9-1-1 Dispatch Center. It is staffed 24 hours a day.

Critical Facility - a "structure" from which essential services and functions for health and human welfare, continuation of public safety actions, and/or disaster recovery are performed or provided.

Damage Assessment - an estimation of damages made after a disaster has occurred which serves as the basis of the Governor's request to the President for a declaration of Emergency or Major Disaster.

Damage Survey Report (DSR) - is the form completed by State and Federal teams to document eligible public assistance costs.

Director of Emergency Services – also known as the Director of the Emergency Management Agency as required by Chapter 252.38(b), Florida Statutes. If the Director of Emergency Services position is vacant, then the County Administrator shall appoint someone to fulfill the requirements of Chapter 252.38(b), F.S.

Disaster Recovery Center (DRC) – locations set-up for disaster victims to apply for local, State, and Federal assistance programs for which they may be eligible. DRCs do not usually provide direct services.

Drill - an activity that tests, develops, or maintains skills in a single emergency response procedure (communication drills, fire drills, emergency operation center drills, etc.). A drill usually involves actual field response, activation of emergency communications networks, equipment, and apparatus that would be used in a real emergency.

Emergency Alert System (EAS) - replaces the Emergency Broadcasting System as the primary relay and notification system for delivering emergency information to residents through the broadcast media.

Emergency Operations Center (EOC) - the site from which local governments exercise direction and control during an emergency.

Emergency Management Network (EMnet) - is the 24-hour dedicated satellite communications link between the State Emergency Operations Center and the counties, local weather forecast offices, and key local media outlets.

Emergency Response - an incident is in progress or has occurred requiring local resources only. This includes vehicle accidents, fires, utility losses, etc.

Emergency Support Function (ESF) – a functional area of response activity established to facilitate the delivery of county and/or state assistance required during the immediate response and recovery phases. The concept uses a functional approach to group response actions, which are most likely to be needed, under nineteen Emergency Support Functions (ESFs).

Evacuation - organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Evacuation Order – an official declaration by the Governor of Florida and/or the Board of County Commissioners that directs and compels the evacuation of all or part of the population from any stricken or threatened area within the County if such action is deemed necessary for the preservation of life or other emergency mitigation, response, or recovery.

Evacuation Zones - areas pre-designated by local emergency management officials as requiring evacuation for hazard vulnerability. Hurricane evacuation zones are normally based on salt water flooding from storm surge as determined by surge model data.

Federal Coordinating Officer (FCO) - the senior federal official appointed in accordance with the provisions of the Stafford Act to coordinate the overall Federal response and recovery activities.

Federal Emergency Management Agency (FEMA) - the lead agency for Federal emergency management planning and response.

Field Hospitals/Emergency Clinics - those sites where Disaster Medical Assistance Teams (DMAT's) or local hospitals/physicians may set-up temporary emergency clinics to provide emergency medical care in the disaster area. The locations are established to supplement the pre-existing medical network.

Full-Scale Exercise - an exercise intended to evaluate the operational capability of emergency management systems in an interactive manner over a substantial period of time. It involves the testing of a major portion of the basic elements existing within emergency operation plans and organization in a stressful environment. This type of exercise includes the mobilization of personnel and resources and the actual movement of emergency workers, equipment, and resources required to demonstrate coordination and response capability.

Functional Exercise - an exercise intended to test or evaluate the capability of an individual function, or complex activity with a function. It is applicable where the activity is capable of being effectively evaluated in isolation from other emergency management activities.

Governor's Authorized Representative (GAR) - is designated as the lead person to represent the Governor in disaster response and recovery.

Hazard – A natural, technological or human caused source or cause of harm or difficulty.

Hazard Mitigation - is the process of potential improvements that would reduce or remove the hazard vulnerability.

Hazardous Material Sites - sites pre-identified in the County Hazardous Materials Vulnerability Analysis as containing extremely hazardous substances.

Hazard Vulnerability Analysis (HVA) - the process of collecting information about local hazards, risks to those hazards, the extent to which they threaten local populations, and the vulnerability the hazards present. An HVA may include mitigation measures required to abate the hazards, priority/goal setting, and identification of funding mechanisms available for hazard reduction.

Hurricane - a tropical weather system characterized by pronounced rotary circulation with a constant minimum wind speed of 74 miles per hour (64 knots) that is usually accompanied by rain, thunder and lightning, and storm surge. Hurricanes often spawn tornadoes.

Hurricane Eye - the roughly circular area of comparatively light winds and fair weather at the center of a hurricane. Eyes are usually 25-30 miles in diameter. The area around the eye is called the wall cloud. **Do not go outdoors while the eye is passing, the intensity of the storm will reoccur in minutes.*

Hurricane Landfall - the point and time during which the eye of the hurricane passes over the shoreline. After passage of the calm eye, hurricane winds begin again with the same intensity as before but from the opposite direction.

Hurricane Season - the six-month period from June 1st through November 30th considered to be the timeframe during which hurricanes are most likely to form.

Hurricane Vulnerability Zone - is defined as the Category 3 hurricane evacuation zone.

Hurricane Warning - is issued by the National Hurricane Center 24 hours before hurricane conditions (winds greater than 74 mph) are expected. If the hurricane path changes quickly, the warning may be issued 10 to 18 hours or less before the storm makes landfall. A warning will also identify where dangerously high water and waves are forecast even though winds may be less than hurricane force.

Hurricane Watch - issued by the National Hurricane Center when a hurricane threatens, the watch covers a specified area and time period. A hurricane watch indicates hurricane conditions are possible, usually within 24 - 36 hours. When a watch is issued, listen for advisories, and be prepared to take action if advised to do so.

Incident Command Post (ICP) - the location in the field at which the primary command functions are executed. The ICP may be co-located with another incident facility such as the EOC.

Incident Commander (IC) - the person in charge at the incident, on-scene, or in the Emergency Operation Center who must be fully qualified to manage the incident. He/she sets objectives and priorities for emergency response and recovery. The Incident Commander has overall responsibility for the incident or event.

Incident Command System (ICS) – a standardized approach to incident management that: enables a coordinated response among various jurisdictions and agencies; establishes common processes for planning and managing resources; and allows for the integration of facilities, equipment, personnel, procedures and communications operating within a common organizational structure.

Individual Assistance - is provided to individuals and private business in the form of grants and low interest loans by the Federal government.

Information Checkpoints – locations where residents and visitors can be directed to get information on the recovery efforts. These may be co-located with distribution points, but may also be in additional locations to ensure information is accessible.

Joint Field Office (JFO) – The JFO is a temporary Federal facility that provides a central location for the coordination of Federal, state, territorial, tribal, and local governments and private sector and nongovernmental organizations with primary responsibility for response and recovery.

Joint Information Center (JIC) - the primary field location for the coordination of federal and state media relations, located in or near the Joint Field Office (JFO).

Landing Zone - any designated location where a helicopter can safely take off and land. Some heliports may be used for loading of supplies, equipment, or personnel.

Lead Agency – see “Primary Agency.”

Local Disaster Recovery Manager (LDRM) – Appointed position at the local level that leads disaster recovery activities for the jurisdiction by organizing, coordinating and advancing recovery at the local level.

Local Declaration of Emergency - will be declared whenever an evacuation is ordered by the Board of County Commissioners or the County Administrator; in municipalities by an authorized representative. Declared when normal community functions are severely disrupted, Flagler County Government requires outside assistance, or when deemed necessary by the Executive Team.

Logistical Staging Area (LSA) - may be established by the State to receive, classify, and account for emergency relief and sustainment supplies and goods which may, upon request, be distributed to the impacted population.

Long-Term Recovery Phase - begins within a week of the disaster impact and may continue for years. Long-term recovery activities include: on-going human service delivery; rebuilding the economy, infrastructure, and homes; implementation of hazard mitigation projects, and funds recovery.

Major Disaster - an incident that will likely exceed local capabilities and require a broad range of State and Federal assistance.

Mass Feeding Sites - temporary locations strategically placed near the disaster area where residents can go for a meal. Food may also be distributed to take home from these locations.

Minor Disaster - an incident that is likely to be within the response capability of local government and to result in only minimal need for State and Federal assistance.

Mutual Aid Agreement - written agreement between agencies and/or jurisdictions in which they agree to assist one another upon request by furnishing personnel and equipment.

National Incident Management System (NIMS) – is a consistent, nationwide, systematic approach that includes the following components: Preparedness, Communications and Information Management, Resource Management, Command and Management and Ongoing Management and Maintenance.

NFIP Flood Zones - areas designated by the National Flood Insurance Program (NFIP) as being vulnerable to velocity and/or freshwater flooding based on the 100 and 500 year storms. Flood zones include inland areas.

Point of Distribution - location where donations of food, water, and other supplies received from the Resource Staging Center will be given directly to residents. Distribution Points may be located in parking lots or open fields in the disaster area, as close to victims as possible.

Post-Impact Response Phase - begins once the disaster occurs and may continue for up to a month. This phase includes the following activities: communications, public information, hazard abatement, search and rescue (SAR), emergency medical service delivery, temporary shelter, impact/needs assessment, security, re-entry, traffic control, debris clearance, resource distribution, and volunteer management.

Pre-Impact Response Phase - is the monitoring and preparedness phase before disaster strikes. This phase may begin up to 48 hours before an incident (hurricane) and continues until the disaster occurs. This phase includes hazard monitoring/tracking, incident notification, Emergency Operations Center (EOC) activation, public information and warning, evacuation, sheltering (in-place and relocation), and communications and coordination activities.

Preliminary Damage Assessment (PDA) - begins immediately after disaster impact and determines whether more detailed damage assessments are necessary and identifies those areas where further efforts should be concentrated.

Primary Agency - each ESF Group or Unit is headed by a primary agency, which has been selected based on its authorities, resources and capabilities.

Public Assistance - The Public Assistance Program is administered by FEMA and provides supplemental federal disaster grant assistance for debris removal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain Private Non-Profit (PNP) organizations.

Public Information Officer (PIO) - coordinates media relations and prepares media releases.

Rapid Response Team (RRT) - a set of four types of operations teams established by the State of Florida to provide assistance to impacted counties using personnel from non-impacted counties.

Resource Staging Centers (RSC) – location in the County where supply donations and volunteers will be received from the Regional Recovery Center for redistribution to County distribution points. RSC's may be used as distribution points. Supplies may also be warehoused at the RSC if space permits.

Regional Recovery Centers (RRC) – the location where all resources from outside of the area will be directed for redistribution to the County RSC as requested. The RRC is also known by many other names.

Saffir-Simpson Hurricane Scale - is used by the National Hurricane Center to provide a continuing assessment of the potential for wind and storm surge damage.

Table E.1: Saffir-Simpson Hurricane Wind Scale

| Intensity | Winds | Storm Surge |
|----------------|-------------|-------------|
| Tropical Storm | 39-73 mph | up to 5' |
| Category 1 | 74-95 mph | up to 9' |
| Category 2 | 96-110 mph | up to 14' |
| Category 3 | 111-130 mph | up to 18' |
| Category 4 | 131-155 mph | up to 22' |
| Category 5 | 155+ mph | 26'+ |

Sea Level Rise - A rise in the surface of the sea due to increased water volume of the ocean and/or sinking of the land. The rise and fall of sea levels throughout time in response to global climate and local tectonic changes.

Security Checkpoints - those locations where all traffic will be stopped to check for identification in order to determine access to the disaster area.

Service Animal – Any guide dog, signal dog, or other animal individually trained to assist an individual with a disability.

Shelters - temporary emergency shelters activated prior to a disaster impact, operated during the disaster and closed as soon as residents can be returned to their homes or relocated to long-term shelters or temporary housing areas.

Shelter, In Place - means that residents will be advised to remain in their homes with the windows closed and all open air circulation systems turned off. In-place sheltering should not be implemented when the sheltering duration is expected to exceed two hours. If it is determined that sheltering will exceed two hours, it is best to evacuate.

Short-Term Recovery Phase - may begin immediately after the disaster impact and continues for approximately six months. The Short-Term Recovery Phase includes the implementation of individual assistance programs, through Disaster Recovery Centers (DRCs) and Red Cross Service Centers, and public assistance programs through damage survey teams and forms completion. Other short-term activities include: long-term sheltering (hotels/motels, mobile homes, tent cities, etc.), on-going human service delivery, debris removal, contractor licensing, permitting and inspections.

Situation Report (SITREP) - a summary of events, actions taken and anticipated in response to an emergency. SITREP's will be issued as needed. As a guide SITREP's should be issued daily during a monitoring activation and at least twice per day during a full activation.

Special Needs Program - the program through which persons who need special assistance in times of emergency, are registered, evacuated, and sheltered.

Staging Area - is a location near or in the disaster area where personnel and equipment are assembled to coordinate response within the disaster area.

Standard Operating Guideline (SOG) - a ready and continuous reference to those roles, relationships and procedures within an organization which are used for the accomplishment of

broad or specialized functions which augment the CEMP. They are developed by primary and support agencies as needed to implement their responsibilities under the CEMP.

State Coordinating Officer (SCO) – The individual appointed by the Governor to coordinate state disaster assistance efforts with those of the Federal Government. The SCO plays a critical role in managing the state response and recovery operations following Stafford Act declarations.

State Emergency Response Team (SERT) - coordinates State of Florida response and recovery functions through 18 Emergency Support Functions.

SERT Liaison Officer (SERTLO) - provides the communication and coordination link between the SERT in the State Emergency Operations Center and the County EOC Team.

State of Emergency - issued by the Governor.

Statewide Mutual Aid Agreement for Disaster Response and Recovery (SMAA) - is the chief agreement, between counties and the State for providing mutual aid assistance, which details request and reimbursement procedures.

State Watch Office - is the 24-hour answering point in the State Emergency Operations Center for reports of unusual emergencies and/or requests for State assistance.

Storm Surge - a dome of seawater, often 50 miles across, that sweeps across the coastline inundating the land with up to 26 feet of water above normal high tide. The ocean level rises as a hurricane approaches, peaking where the eye strikes land, and gradually subsiding after the hurricane passes. Storm surge, also known as tidal flooding, has historically been responsible for nine out of ten hurricane deaths.

Storm Surge Model Data - is based on the SLOSH (Sea Lake and Overland Surges from Hurricanes) model that shows those areas expected to be inundated with salt water flooding during a hurricane.

Support Agency – agency in support of one or more ESF Groups or Units based on their resources and capabilities to support the functional area.

Tabletop Exercise - an activity in which exercise participants are presented with simulated emergency situations without time constraints. It is intended to evaluate plans and procedures, and to resolve questions of coordination and assignments of responsibility. Tabletop exercises are not concerned with time pressures, stress, or actual simulation of specific events.

Temporary Housing Areas (Group Sites) - where tents or mobile home units may be set-up for residents to live in before they are able to return to their own homes or until they find a new home.

Temporary Debris Storage Area (Reduction Site) - park, open area or landfill space where debris will be held after debris clearance until it can be moved to a landfill, incinerator, or other appropriate disposal location.

Tornado - a wind funnel that may be formed by severe thunderstorms, most frequently in the spring and summer. A tornado can travel for miles along the ground, lift, and suddenly change direction and strike again.

Tornado Warning - a warning is issued when a tornado funnel is sighted or indicated by radar. You should take shelter immediately. Because tornadoes can form and move quickly, there may not be time for a warning. That is why it is important to stay alert during severe storms.

Tornado Watch - a watch is issued when weather conditions are favorable to the formation of tornadoes, for example during severe thunderstorms. During a Tornado Watch, keep an eye on the weather and be prepared to take shelter immediately if conditions worsen.

Tropical Storm - an area of low pressure with a definite eye and counter clockwise winds of 39-74 mph. A tropical storm may strengthen to hurricane force in a short period of time.

Tropical Storm Warnings - issued by the National Hurricane Center when winds of 55-73 mph (48-63 knots) are expected. If a hurricane is expected to strike a coastal area, separate tropical storm warnings may precede hurricane warnings.

Traffic Control Points - key intersections on the road network where staff may be needed to physically control traffic flow.

Unified Command - a procedure that allows all agencies with geographical or functional responsibility to establish together a common set of incident objectives and strategies, and a single Incident Action Plan.

Appendix F**Acronyms**

| | |
|----------|---|
| ARC | American Red Cross |
| ARES | Amateur Radio Emergency Services |
| BOCC | Board of County Commissioners |
| CANs | Coordinated Assistance Networks |
| CBRNE | Chemical Biological Radiological, Nuclear Explosive |
| CCCL | Coastal Construction Control Line |
| CEMP | Comprehensive Emergency Management Plan |
| CIKR | Critical Infrastructure Key Resources |
| CONPLANS | Concept of Operations Plans |
| COP | Common Operating Picture |
| CRS | Community Rating System |
| CSA | County Staging Area |
| DART | Disaster Animal Response Team |
| DHS | Department of Homeland Security |
| DNR | Department of Natural Resources |
| DOH | Department of Health |
| DRC | Disaster Recovery Center |
| EAS | Emergency Alerting System |
| EDICs | Emergency Deployable Interoperability Communications System |
| EMC | Emergency Management Communications |
| EMD | Emergency Management Division |
| EMNET | Emergency Management Network |
| EMPA | Emergency Management Preparedness and Assistance Trust Fund |
| EOC | Emergency Operations Center |
| ERT | Emergency Response Team – Federal |

| | | |
|--------|---|---|
| ERT- | A | Emergency Response Team – Advance Element |
| ESF | | Emergency Support Function |
| FACT | | Flagler Animal Care Team |
| FCES | | Flagler County Emergency Services |
| FCO | | Federal Coordinating Officer |
| FCBO | | Flagler County Budget Office |
| FCLTRC | | Flagler County Long Term Recovery Coalition |
| FCPT | | Flagler County Public Transportation |
| FCPW | | Flagler County Public Works |
| FCSO | | Flagler County Sheriff’s Office |
| FEMA | | Federal Emergency Management Agency |
| FHMO | | Federal Hazard Mitigation Officer |
| FIRM | | Flood Insurance Rate Map |
| FLNG | | Florida National Guard |
| FMA | | Flood Mitigation Assistance |
| FPL | | Florida Power and Light |
| GAR | | Governor’s Authorized Representative |
| GIS | | Geographic Information Systems |
| GPS | | Global Positioning System |
| HAZMAT | | Hazardous Materials |
| HMGP | | Hazard Mitigation Grant Program – Federal |
| HSEEP | | Homeland Security Exercise and Evaluation Program |
| HSP | | Hazard Specific Plan |
| IA | | Individual Assistance |
| IAP | | Incident Action Plan |
| IC | | Incident Commander |

| | |
|------|-------------------------------------|
| ICP | Incident Command Post |
| ICS | Incident Command System |
| IT | Information Technology |
| JFO | Joint Field Office |
| JIC | Joint Information Center |
| JIS | Joint Information Systems |
| LDRM | Local Disaster Recovery Manager |
| LEPC | Local Emergency Planning Committee |
| LHMO | Local Hazard Mitigation Officers |
| LMS | Local Mitigation Strategy |
| LO | Liaison Officer |
| MACS | Multi-Agency Coordination Systems |
| MSA | Metropolitan Statistical Area |
| NFIP | National Flood Insurance Program |
| NGO | Non-governmental Organization |
| NIMS | National Incident Management System |
| NRF | National Response Framework |
| NWS | National Weather Service |
| PA | Public Assistance |
| PAO | Public Assistance Officer |
| PDA | Preliminary Damage Assessment |
| PDD | Presidential Decision Directive |
| PDM | Pre-Disaster Mitigation Assistance |
| PPD | Presidential Policy Directive |
| PIO | Public Information Officer |
| POD | Point of Distribution |

| | |
|-------|--|
| PSA | Public Service Announcement |
| PSG | Position-Specific Guidelines |
| PSN | People with Special Needs |
| PW | Project Worksheet |
| RDSTF | Regional Domestic Security Task Force |
| RSF | Recovery Support Function |
| REACT | Radio Emergency Associated Communications Team |
| SART | State Animal Response Team |
| SCO | State Coordinating Officer |
| SEOC | State Emergency Operations Center |
| SHIP | State Housing Initiatives Partnership |
| SHMO | State Hazard Mitigation Officer |
| SO | Safety Officer |
| SOG | Standard Operating Guidelines |
| SOP | Standard Operating Procedure |
| SWO | State Watch Office |
| UC | Unemployment Compensation/Unified Command |
| VOAD | Volunteer Organizations Active in Disasters |
| VRC | Volunteer Reception Center |
| WTP | Water Treatment Plant |
| WWTP | Wastewater Treatment Plant |

Appendix G Sample Public Service Announcements

Disaster Supplies Kit

It's hurricane season; time to pull together your emergency supplies including non-perishable food, bottled water, batteries, flashlights, and a battery-operated radio. If you evacuate, you also need a pillow, blanket and other personal comfort items; and don't forget your important papers.

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Prescription Medication & Special Needs

If you require special medication, remember during hurricane season to maintain a two-week supply of your prescription and bring it with you if you evacuate. If you need assistance during the hurricane because of special needs, call your County Emergency Management Office or visit www.FlaglerEmergency.com to register before the storm.

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Securing Your Home

Before a hurricane threatens, make sure your home is hurricane resistant with adequate bracing of roof, gable ends, and reinforced garage doors. Plan now how you will cover your windows and glass sliding doors to protect your family from the devastating winds, blowing debris, and flying glass.

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Pet Hurricane Survival Kit

After every disaster, thousands of pets are left homeless, confused, and sometimes hurt. The time to prepare for the next hurricane strike is now for every member of your family, including your pet! Have a carrier, an ID collar, rabies tag, vaccination records, and leash. Have enough food and water for at least a two-week period, and remember pets are not allowed in most public shelters. However, service animals will be permitted in shelters and other public facilities when accompanying their owner.

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Know Your Hurricane Evacuation Zone

If a hurricane threatens Flagler County, do you know if and when you would have to evacuate? This is the first step in making your Family Disaster Plan. Evacuation Zones and shelters have been revised for the 201X Hurricane Season. Check it out today!

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Safe Room

If a major hurricane strikes Flagler County, you will need to find your safe room – an interior room in your home with no windows – like a closet or bathroom. Riding out the storm in your safe room may be cramped but it can protect you from high winds, flying debris, and glass.

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

NOAA Weather Radio

Preparedness for severe weather often means early warning. Get your NOAA weather radio today. It's your link to the weather service and severe weather warnings for tornadoes and hurricanes.

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Host Shelter

Public Shelters and trained shelter volunteers are in short supply in Flagler County. If your business, church, or civic room wants to help, contact the Flagler County Emergency Management Office for information on becoming part of the Disaster Team or the Host Home Program.

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Business Preparedness Plan

After Hurricane Andrew, more than 100,000 jobs were lost, and 8,000 businesses never reopened. Is your business ready for the hurricane season? Are you located in an evacuation zone? Can you manage for at least two weeks with no power or other services? Is your insurance sufficient?

For more information, pick up your official Disaster Preparedness Guide at Flagler County public buildings, as well as selected Flagler County businesses. You can also download the guide and get other preparedness tips from www.FlaglerEmergency.com. Call the Flagler County Division of Emergency Management for the location nearest you (386) 313-4200.

The Disaster Preparedness Guide – Read it. Use it. It may save your life.

Appendix H Sample Proclamation

STATE OF FLORIDA
FLAGLER COUNTY

PROCLAMATION DECLARING A STATE OF LOCAL EMERGENCY

WHEREAS, Chapter 12, *Flagler County Code*, and Section 252.38(3), *Florida Statutes*, provide authority for a political subdivision such as Flagler County to declare a state of local emergency and to waive the procedures and formalities otherwise required of political subdivisions by law;

WHEREAS, a state of local emergency proclamation is allowed for seven (7) days with appropriate extensions pursuant to law;

WHEREAS, the National Hurricane Center has recognized the danger to coastal residents of Florida from Hurricane _____ by posting a hurricane warning for an area including Flagler County;

WHEREAS, a hurricane warning indicates that hurricane conditions, which may be dangerous to the health, safety and welfare of the citizens of Flagler County, may be present in Flagler County within the next 24 hours;

WHEREAS, Hurricane _____ has the potential to cause extensive damage to public buildings, public communications systems, public streets and roads, public drainage systems, commercial and residential buildings county-wide;

WHEREAS, it is the recommendation of the County Administrator and the Emergency Services Director that a state of local emergency be declared and that this Proclamation declaring a state of local emergency be adopted.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. I, _____, as Chair of the Flagler County, Florida, Board of County Commissioners, in accordance with the powers vested in me pursuant to Chapter 252, *Florida Statutes*, and Section 12-34, *Flagler County Code*, do hereby proclaim the existence of a state of local emergency in Flagler County, Florida, as identified above commencing at the date and time of my execution of this Proclamation and terminating upon revocation by a document of equal dignity herewith. With this Declaration, I hereby order the full compliance with the Flagler County CEMP.

2. Pursuant to Section 12-34(2), *Flagler County Code*, this authorizes the County Administrator and, in his absence, the Emergency Services Director, to take all actions necessary and appropriate to protect human life and property. This declaration further authorizes the County Administrator and, in his absence, the Emergency Services Director, to utilize all lawful authority granted to Flagler County under Federal, State or County Emergency Management Laws, Rules and Regulations, including, but not limited to, Section 252.38(3)(a)(1) through Section 252(3)(a)(4), *Florida Statutes*, inclusive, and Section 12-34, *Florida County Code*. Any such actions taken shall be reported to the Board of County Commissioners as is practical under the circumstances.

3. In addition thereto, pursuant to Section 252.38(3)(a)(5), *Florida Statutes*, the County hereby exercises its authority and waives the procedures and formalities otherwise required of a political subdivision by law, pertaining to:
 - Performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community;
 - Entering into contracts;
 - Incurring obligations;
 - Employment of permanent and temporary workers;
 - Utilization of volunteer workers;
 - Rental of equipment;
 - Acquisition and distribution, with or without compensation, of supplies, materials, and facilities; and
 - Appropriation and expenditure of public funds.

4. Any person violating any executive order issued pursuant to this Proclamation or any person who willfully fails or refuses to comply with the order or orders of any duly authorized law enforcement officer or personnel charged with the responsibility of the enforcement of such executive order shall, upon conviction, therefore, be punished as provided by law.

5. The continued state of emergency declared by this Proclamation may be modified in whole or in part or may be terminated upon the joint recommendation of the County Administrator and the Emergency Services Director by action of the Chairman of the Board of County Commissioners, or, if the Chairman is unavailable, according to the order of succession prescribed by Section 12-34, *Flagler County Code*, with ratification in any event by the Board of County Commissioners as soon as is practicable at a regular or special meeting. This order shall remain in effect until modified or rescinded for no longer than seven (7) days unless extended in accordance with law.

6. If any provision of this Proclamation is invalidated by a court of competent jurisdiction, such invalidity shall not affect the remaining provisions of this Proclamation, which shall have the full force and effect of law.

7. This Proclamation shall become effective immediately upon execution by the Chair or Vice-Chair of the Flagler County Board of County Commissioners.

DONE AND ORDERED at Bunnell, Flagler County, Florida, this _____ day of _____, 2016.

Barbara S. Revels, Chair
Board of County Commissioners of
Flagler County

Concurrence:

County Administrator

Director
Department of Emergency Services

Approved as to form:

County Attorney

Appendix I Sample Evacuation Order

Flagler County
Board of County Commissioners
EMERGENCY OPERATIONS CENTER

SAMPLE
MANDATORY EVACUATION ORDER

WHEREAS, a State of Local Emergency has been declared because of the serious threat to the lives and property of the residents of Flagler County from _____.

NOW, WHEREFORE, pursuant to Section 252.36(5)(e), Florida Statutes and Governor's Executive Order _____, as the designated official of Flagler County, I hereby order evacuation of those portions, areas of Flagler County as set forth below, in order to protect the citizens of Flagler County from the effects of _____ effective _____ at _____.

All persons residing in mobiles homes or manufactured housing, or in the locations, areas, cities of Flagler County, as listed immediately hereafter, are ordered to evacuate on or before the above indicated time:

- Special Needs Residents
- Mobile/Manufactured Homes
- Those in Low Lying Flood Prone Areas
- Camper/RV Parks

Information on public sheltering can be obtained by tuning your radio to local stations on the AM/FM dial, local TV stations, or NOAA Weather Radio:

- EAS
- Public Information Distribution via e mail
- Black Crow Media.

Any person not abiding by this order is guilty of a misdemeanor of the second degree and subject to penalties established under Section 252.50, Florida Statutes.

Appendix J 2016 Local Mitigation Strategy Plan

http://www.flagleremergency.com/doc/lms/LMS_Flagler_County.pdf

Appendix K Debris Management Plan

FLAGLER COUNTY

Debris Management Plan



Prepared by Flagler County Emergency Management

December 2016

FOR OFFICIAL USE ONLY

All personnel are reminded that information contained in this document is FOR OFFICIAL USE ONLY and is protected by public records exemptions relating to Domestic Security materials. It is to be used only for government personnel in response to an emergency situation involving Flagler County public safety agencies. Unauthorized use of this information may constitute an invasion of privacy and compromise public safety.



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I. Overview

Flagler County, Florida has the potential to be impacted by debris producing events such as hurricanes, tornadoes, floods, wildfires, or other types of disasters. These events can generate large amounts of debris which will require prompt removal and disposal. This debris management plan will outline the roles and responsibilities of the County, State, and Federal Agencies in addition to the private contractors procured by the County. This removal will allow the affected communities to return to normal as soon as possible.

This debris management plan is to implement the timely and thorough clearance, removal and disposal of debris from Flagler County which includes the cities of Palm Coast, Flagler Beach and Bunnell, the towns of Beverly Beach and Marineland, and the unincorporated communities of Flagler Estates, Hammock, Painters Hill, Espanola, Bimini, Dupont, Korona, Cody's Corner, Favoretta, St. John's Park, Daytona North, and Relay. All debris removal activities will be handled in a systematic way that ensures the timely opening of roadways, the return of critical services and the promotion of public safety.

Expediting debris removal and disposal efforts provide visible signs of recovery and mitigate the threat to the health, safety, and welfare of Flagler County residents and visitors. The purpose of the Debris Management Plan is to provide organizational structure, guidance, and standardized procedures for the clearance, removal, and disposal of debris caused by a natural or manmade event in the most efficient and cost effective method. It also helps to build and maintain necessary relationships with local, state and federal agencies involved with debris management. For incidents with debris beyond local capabilities, the Debris Management Plan also identifies the process for procuring private sector debris removal and monitoring companies and responsibilities that will be transferred to selected vendors.

Another major motivating factor for completing a FEMA-approved Debris Management Plan is that it makes the County eligible for potential federal incentives. Under the Public Assistance Alternative Procedures (PAAP) Pilot Program for Debris Removal, there are four distinct incentives:

1. PAAP Incentive for Timely Cleanup

Increased Federal cost share based on a sliding scale linked to the accelerated completion of debris removal:

- Days 1 - 30: 85%
- Days 31-90: 80%
- Days 91-180: 75%
- 181+: 0%

2. PAAP Incentive for Debris Work by Force Account Labor

Reimbursement of straight-time for force account labor.



3. PAAP Incentive for Recycling/Salvaging Debris:

Retention of income generated from recycling debris.

4. Incentive for having a Debris Management Plan and Pre-Qualified Removal Contractor

A one-time 2 percent increased cost-share incentive for a FEMA-accepted debris management plan with pre-qualified debris removal contractors before the start of the incident period.

The planning process also helps identify issues and potential solutions that are best addressed before an event. Volunteers, non-profit groups and other organizations may be available to assist with clean-up efforts and their donated time can help cover the non-federal cost share required during a presidentially declared event.



II. SITUATION

Natural disasters such as hurricanes, tornadoes, and flooding precipitate a variety of debris that include, but are not limited to, such things as trees and other vegetative organic matter, building/construction material, appliances, personal property, mud, and sediment. The quantity and type of debris generated from any particular disaster will be a function of the location and kind of event experienced, as well as its magnitude and duration. There may also be unique circumstances that pose an unusual debris risk, such as the existence of radioactive materials, pipelines, or a building housing an unusual threat, such as a bio-hazard.

The quantity and type of debris generated, its location, and the size of the area over which it is dispersed may have a direct impact on the type of removal and disposal methods used to address the debris problem, associated costs incurred, and the speed with which the problem can be addressed. The introduction of hazardous materials into the debris field will likely complicate cleanup and increase costs.

After a disaster, each municipality will be responsible for pickup and final disposal of debris located within its jurisdictional boundaries. Private contractors and property owners will play a significant role in the debris removal, collection, reduction, and disposal process.

III. ASSUMPTIONS

The following assumptions have been considered during the planning process:

- In a major or catastrophic disaster, Flagler County may have difficulty in locating staff, equipment, and funds to devote to debris removal.
- The debris management program implemented by Flagler County will be based on the waste management approach of reduction, reuse, reclamation, resources recovery, incineration, and landfilling, respectively.
- A pre-positioned contract with a private vendor plays a significant role in the debris removal, collection, reduction, and disposal capabilities of the County to respond to a large-scale disaster event.
- Clear delineation of “response” and “recovery” phases may be out of sequence following a disaster. For example, roads may need to be cleared before Fire/Rescue can perform its traditional response role.
- Flagler County will use the resources of all its departments and outside agencies to the fullest extent possible.



Flagler County Emergency Services Division of Emergency Management

- State and federal resources will be coordinated with local resources if needed.
- All health and safety procedures in accordance with State/local health and safety standards and requirements will be followed, per the Debris Contract. The Public Works Group Emergency Support Function (ESF) #3 will be responsible for monitoring all aspects of the debris management process to ensure health and safety compliance.
 - a. Routine safety briefings and safety compliance checks will be conducted and documented by the County Safety Officer throughout the duration of all incidents.
 - b. The Contractor(s) Safety Officer(s) will conduct a safety briefing and personal protective equipment check prior to the departure of any personnel to ensure compliance with the Contractor's Corporate Accident Prevention Plan as part of their Corporate Safety Plan.
 - c. All trucks which will be used for recovery or hauling of debris will be directed where to report for safety inspection and haul capacity/quantity measurement by the contractor(s) and Flagler County Public Works personnel. All vehicles will comply with FDOT highway regulations and safety. Each truck and/or trailer will be permanently numbered to reflect the truck number - contractor number - haul capacity.
 - d. All personnel must receive a site/task specific hazard communications and safety briefing prior to commencement of any work to ensure compliance with the Contractor's Corporate Accident Prevention Plan as part of the Corporate Safety Plan.
- This plan addresses debris management for various events. Debris volume assumptions were calculated utilizing United States Army Corp of Engineers (USACE) debris volume standards. The following are debris volume forecasts for Flagler County:

| Cat | Est. CY of Debris | Acres Required (w/ buffers) | Acres Required (cycled once) | CY Clean Wood Debris | CY Mixed C&D |
|-----|-------------------|-----------------------------|------------------------------|----------------------|--------------|
| 1 | 13,399 | 1 | 1 | 4,020 | 9,379 |
| 2 | 53,596 | 6 | 3 | 16,078 | 37,517 |
| 3 | 174,188 | 18 | 9 | 52,256 | 121,932 |
| 4 | 334,977 | 35 | 17 | 100,493 | 234,484 |
| 5 | 535,963 | 55 | 28 | 160,789 | 375,174 |

(Flagler County Debris Volume Forecasts)



IV. ORGANIZATION

In accordance with the Flagler County Comprehensive Emergency Management Plan, adopted by the Flagler County Board of County Commissioners July 2012, the Public Works Group (ESF-3) is responsible for the debris management function (more specifically the Flagler County Public Works Department). ESF-3 will work in conjunction with designated support agencies, utility companies, waste management firms, and private contractors to facilitate the debris management needs following a disaster. ESF-3 will be responsible for coordinating the removal of debris from the public right-of-way. ESF-3 will only remove debris from private property when pre-approved and deemed in the public's best interest. Due to the limited quantity of resources available following a disaster, ESF-3 will be relying heavily on private contractors to manage debris.

V. ROLES & RESPONSIBILITIES

Flagler County debris management function is primarily the responsibility of the Public Works Group (ESF-3). Support agencies include Flagler County Department of Emergency Services, Flagler County Public Works, Flagler County General Services Department, City of Palm Coast, the City of Flagler Beach, and the City of Bunnell. These entities are tasked with the responsibility of coordinating all available and obtainable resources related to infrastructure clearance and debris management.

Flagler County Department of Emergency Services, Division of Emergency Management is responsible for the following:

- Secures and maintains contractor(s) for the debris management program and activates and de-activates the plan
- Prioritizes the clearing of roadways to enable access of emergency vehicles
- Helps coordinate and disseminate public information messages with the Public Information Officers
- Assists in the coordination of administrative and contract procedures
- Maintains a list of approved vendors categorized by capabilities and service area.

Flagler County Public Works and Engineering Department is responsible for the following:

- Coordinates emergency roadway clearing process
- Assists in the administration of the debris management contract(s)
- Coordinates manpower and equipment
- Prioritizes debris removal areas in conjunction with Emergency Management



Flagler County Emergency Services Division of Emergency Management

- Determines staging areas and coordinates the establishment with Florida Department of Environmental Protection (FDEP)
- Determines final disposal options
- Coordinates clean-up activities of staging areas to ensure compliance with environmental protection laws and regulations
- Documents all phases of debris management
- Responsible for monitoring all phases of the debris management process.

The cities of Palm Coast, Bunnell and Flagler Beach each have signed debris removal and monitoring contracts in place in the event a disaster exceeds their capabilities. Each city will be responsible for the following:

- Coordinates manpower and equipment within city limits
- Oversees the emergency clearance and removal processes within city limits
- Maintains inventory of available equipment by city departments or agencies
- Documents all phases of debris management within city limits
- Secures and maintains contractor(s) for the debris management program and activates and de-activates the plan within the city limits.
- Prioritizes the clearing of roadways to enable access of emergency vehicles within city limits.

VI. CONCEPT OF OPERATIONS

Flagler County will be responsible for removing debris from property under its own authority, as well as from private property when such debris is determined to be a public nuisance that poses an immediate threat and imperils the health, safety and welfare of the community. All roles and responsibilities are described in the preceding section.

PRE-EVENT OPERATIONS

At least annually, the Debris Management Plan will be reviewed and exercised. The Emergency Management Planner, in conjunction with the Flagler County Public Works and Engineering Department, will be responsible for reviewing and updating the plan as needed.

The Flagler County Director of Emergency Services, or designee, will notify County departments and agencies upon notice of situation that could generate large volumes of debris. Personnel assigned to ESF-3, the Public Works Group, will report to the Emergency Operations Center located at 1769 E. Moody Blvd. Building 3, Bunnell, FL 32110 and await instructions from the Emergency Management Division Chief. The Public Works Group Supervisor should be knowledgeable of their specific responsibilities as identified in the Flagler County Comprehensive Emergency Management Plan, standard operating guidelines, and the Debris Management Plan.



Contracting/Procurement Procedures

The Purchasing Manager, along with the Flagler County Emergency Services Department, shall solicit bids in accordance with 2 Code of Federal Regulations (CFR) Part 200. Sealed bids submitted will be tabulated, reviewed, and evaluated by the purchasing department and an evaluation panel. Each selected vendor is awarded a stand-by, zero-dollar contract with approval from the Flagler County Board of County Commission. Notices to proceed will be issued when assistance is needed.

In 2015 debris removal and debris monitoring contractors were selected using the process identified above. The process also included participation from each of the incorporated municipalities so that they can independently contract with the vendors selected during the procurement process through cooperative agreements. This cooperative procurement process was found to be in compliance with 2 CFR Part 200. Should procurement policies change, the contracts in place and procedures conducted will be evaluated to see if they remain in compliance. If necessary, a new procurement process will be initiated.

Copies of the signed contracts and procurement documents are kept on file with the county's purchasing manager.

Current Removal Contractors-

1. Crowder Gulf, 5435 Business Parkway, Theodore, AL 36582
2. Ashbritt, Inc., 480 S. Andrews Avenue, Pampano Beach, FL 34240
3. Phillips & Jordan, Inc. 10201 Parkside Dr. Ste 300, Knoxville, TN 37922

Current Monitoring Contractors-

1. Tetra Tech, 2301 Lucien Way, Suite 120, Maitland, FL 32751
2. Thompson Consulting, 1135 Townpark Ave, Suite 2101, Lake Mary, FL 32746
3. Eisman & Russo, Inc., 6455 Powers Ave, Jacksonville, FL 32217

Local Contacts

Flagler County

| | |
|---------------------------------------|----------------|
| Public Works Director/County Engineer | (386) 313-4137 |
| Emergency Manager | (386) 569-3257 |
| Senior EM Planner | (386) 313-4249 |

City of Palm Coast

| | |
|---------------------------------|----------------|
| City of Palm Coast Public Works | (386) 986-2333 |
|---------------------------------|----------------|

City of Bunnell

| | |
|------------------------------|----------------|
| City of Bunnell Public Works | (386) 931-4662 |
|------------------------------|----------------|

City of Flagler Beach

| | |
|------------------------------------|----------------------|
| City of Flagler Beach Public Works | (386) 517-2001 x 243 |
|------------------------------------|----------------------|



DEBRIS CLEARANCE OPERATIONS

Damage Assessment

After an event occurs, it's critical to quickly conduct a Debris Damage Assessment. Debris assessments are critical to determine the extent and the location of the debris as well as meeting or exceeding the threshold for a federal disaster declaration.

The Debris Damage Assessment may be used for:

- Initial or Preliminary Damage Assessments (PDA)
- Contractor activation and contract scope development
- Work plan and division of work zones
- Activation of shelters
- Identifying zones or areas in which debris sites are needed
- Documenting immediate needs funding requests
- Initial versions of FEMA PA Project Worksheets.

Assessments information may be gathered through a variety of way such as drones, FireFlight reconnaissance, windshield surveys, or observation by boat or citizen reports, to name a few.

If Flagler County resources are adequate to meet the demand, the Flagler County Public Works Department will coordinate the debris removal. If County resources are not adequate to meet the demand, the debris management will be conducted by pre-qualified private contractors and coordinated by the Public Works Group (ESF-3), but may also include state and/or federal resources.

Collection

During the collection phase, Flagler County will begin to collect, store, reduce, and dispose of debris generated from the event in a cost-effective and environmentally responsible manner.

There are four primary locations for collection of debris:

- Curbside/Right-of-Way pick-up for debris
- Collection of debris on public property
- Citizen drop-off sites
- Debris collection in the public interest from private property.

Curbside/Right-of-Way Pick-up

All private property disaster debris placed curbside on the county right-of-way can be picked up and disposed of by county crews or the debris removal contractor. A schedule for curbside pick-up will be determined by ESF-3 and the removal contractor (if activated) and disseminated by the Public Information Officer.



Public Property Debris Collection

The county maintains legal responsibility for public property debris collection. Removal of debris on public property, depending on the location or origin may be paid for by insurance. Should the county be impacted by a debris generating disaster that's federally declared by FEMA, the County will work with the Public Works Department, and Finance Department to capture and document all eligible costs.

The County has an emergency standby contract for debris monitoring contractors. Debris Monitoring Company is responsible for maintaining debris related documentation from cradle to grave. They assist the county in assuring that the entire process is documented and remains reimbursable under FEMA guidelines. They also participate in all aspects of the Debris Planning cycle.

Citizen Drop-off Sites

Citizens may drop off storm generated debris at designated sites throughout the county. Drop-off sites will be determined by ESF-3 after the event based on the location and extent of the damage. The location of drop-off sites will be publicized and disseminated through media resources by the Public Information Officer.

Private Property Debris Clearance

Under normal conditions, debris located on private property is the responsibility of the property owner. However, when debris on private property poses a threat to public safety, or when public property debris lands on private property, actions may be necessary for Flagler County to remove debris to protect the public interest. While Flagler County may determine the need for and may begin debris clean up on private property at their discretion, eligibility of private property debris removal for payment reimbursement as part of the public assistance debris grant will be approved by FEMA on a case-by-case basis. In order to obtain approval, a written request must be submitted to the FEMA Disaster Federal Coordinating Officer (FCO). This approval must be secured PRIOR to removal of the debris from private property by Flagler County forces or contractors.

Debris removal from private property will only be to the extent necessary to overcome the threat to the public safety. Under current FEMA guidelines, debris removal from private property is in the "public interest" when operations:

- Remove threats to the health and safety of the community at large;
- Prevent significant damage to public or private property; and/or
- Assist in the economic recovery and thereby benefit the community at large.

The removal of private property debris to the public right-of-way may be directed by the Director of Emergency Services following the approval of the Board of County Commissioners as required by Flagler County ordinance. The Contractor(s) shall operate beyond the public right-of-way only as identified and directed by the County.



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Operations on private property may require assistance from additional agencies and will require a Right-of-Entry/Hold Harmless Agreement to be completed (see Attachment 2 for a copy of this document). Flagler County must demonstrate that it has the legal authority to enter private property and gated communities and accept the responsibility to abate all hazards, regardless of whether or not a Federal Disaster Declaration is made.

Flagler County Ordinance Chapter 12, Article II, Section 08-13 allows for the removal of debris from private property under conditions that meet the criteria requirements of the ordinance with approval from the Board of County Commissioners. Entry onto private property will be authorized by the enactment of County Ordinance Chapter 12, Article II, sec. 12-34, Authority of Board of County Commissioners; Declaration of State of Emergency, paragraph (2) "...take all actions necessary and appropriate to protect life and property and shall authorize the county administrator or, in his absence, the emergency management director, to utilize all lawful authority granted to the county under state and county emergency management laws."

Prioritization for Debris Removal (First Push)

The initial debris response activities open emergency routes as well as roadways from impacted areas to critical facilities. These "cut and toss" activities are intended simply to move debris out of the path of travel and into the Right of Way (ROW), without actually hauling/disposing of the debris.

The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event. To achieve this objective, the first priority will be for the Public Works Department to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area.

Key roads in Flagler County are identified as follows:

1. US 1
2. A1A
3. SR 100
4. Palm Coast Pkwy
5. Old Kings Road
6. Belle Terre Pkwy
7. Royal Palms Parkway
8. Whiteview Parkway
9. CR 305
10. CR 304
11. CR 2006
12. Interstate 95

The need and demand for critical services will be increased significantly following a disaster. Therefore, the second priority for debris removal resources will be assigned is providing access to pre-identified critical facilities by state and local governments.



* Critical Facilities Inventory is on file at the Emergency Management Division office. *

The third priority for the debris removal teams to address will be the elimination of debris-related threats to public health and safety. This will include such things as the repair, demolition, or barricading of heavily damaged and structurally unstable buildings, systems, or facilities that pose a danger to the public. Any actions taken to mitigate or eliminate the threat to the public health and safety must be closely coordinated with the owner or responsible party. If access to the area can be controlled, the necessary actions can be deferred.

Temporary Debris Management Sites and Clearances Zones

Flagler County has pre-identified locations to be used as temporary debris management staging sites. Once a temporary debris management site has been determined necessary for the clean-up operation, the Public Works Group Supervisor will be responsible for the activation and operation of the site. Public Works will determine staffing, operations, and site layout to include ingress and egress routes. If the debris removal and monitoring contracts have been activated, temporary debris management sites will be run by the selected removal and monitoring contractors.

Before activities begin, the following information will be documented by the removal contractor: a site sketch; location map; property owner information; site operator information; GPS coordinates; site directions; photos of important features such as structures, fences, culverts, and landscaping; type of waste accepted; property line setbacks; number of observers; security schedule; and final disposition of debris. During activities photos, maps, and sketches of the site will be updated noting any changes.

Debris clearance zones have been established to minimize transit time to a pre-determined staging area in order to maximize the amount of debris hauled per day. Depending on the location, type and magnitude of the event, any combination of the pre-determined staging areas may be utilized. ESF-3 will make the determination as to which staging areas, if any, will be activated.

Additional activities that will be conducted after an event include the following:

- Public Works Group Supervisor will contact FDEP to inspect and approve all debris management sites and final disposal locations prior to their opening.
- Public Works Department will ensure authorized waste transfer or disposal facilities are currently operational. Identification of alternative facilities will be accomplished by the Public Works Group if those used during normal operations have been impacted by the disaster.
- The Public Works Group Supervisor or the debris removal contractor, if activated, shall obtain all necessary permits or emergency variances necessary to operate



the site and for updating the baseline data for the site to be activated.

- All activity associated with debris operations shall be performed by the Contractor(s) during visible daylight hours only and must be monitored by Public Works assigned personnel at all times. The Contractor(s) may work daylight hours Monday through Saturday.

VII. Debris Monitoring

If temporary debris management sites are determined necessary, it is highly likely that the County will be activating a debris monitoring contractor to assist with operations. Duties to be conducted by the activated monitoring contractor include those listed in the Request for Proposal submitted during the procurement process and any duties required by federal policies/guidelines. Examples of typical duties include the following:

- Providing an inspection tower at each staging area
- Truck certifications, which include:
 - Vehicle make, model, and plate numbers
 - Contractor, sub, and driver responsible for truck operations
 - Sketches and diagrams of the loading box
 - Sketches and diagrams of additions (sideboards, bed extensions) and deductions (dog box, missing tailgate) to loading box
 - Volumetric capacity of the measured unit
 - A uniquely assigned truck number
 - Photographs of the truck that capture the driver, the loading box, license plate, and additions and deductions
 - Placards clearly labeling, at a minimum, the unique truck number and preferably including the capacity
- Documenting the location and amount of debris collected
- Collecting truck logs and loading tickets
- Periodic re-certification of trucks
- Verification of correct documentation
- Documenting removal of all hazardous trees (leaners and hangers)
- Reconciling load tickets with invoices to ensure accuracy

VIII. Safety

Fire Protection- The Contractor(s) shall manage the site in a manner that minimizes the risk of fire. **Ash Containment Area-** The Contractor(s) shall be responsible for the storage, removal, and containment of ash from all burning operations. The containment area will be "wetted down" periodically under this contract to prevent particles from becoming airborne.



Traffic Control- The Contractor(s) shall be responsible for control of pedestrian and vehicular traffic in the work area. Contractor shall provide all flag persons, signs, equipment, and other devices necessary to meet federal, state, tribal, and local requirements. As a minimum, one flag person shall be posted at each entrance to direct traffic to the site.

Debris Reduction

Debris will often have to be reduced to limit the impact on landfills. Reduction methods include burning, grinding, chipping, and recycling.

The Contractor(s) will work with the Public Works Group to determine the appropriate debris volume reduction method(s) for each incident. The Public Works Group will oversee the debris reduction. The Public Works Group will coordinate with the other groups and units regarding the potential impacts of the determined reduction method(s) (i.e. traffic control or smoke). The contractor(s) in coordination with the Public Works Group (ESF-3) and the Hazmat Group (ESF-10) will obtain any necessary permits and provide input regarding environmental consequences of the chosen method(s).

Recycling

In an effort to prevent waste of potentially useful materials and to reduce the need for waste disposal, debris collected will be recycled when applicable. Under FEMA's Alternative Procedures Pilot Program, Flagler County may retain recycling/salvage revenue received if used prior to the period of performance deadline for any of the following purposes:

- Offset the non-Federal cost share of the Applicant's debris projects
- Develop disaster preparedness and assistance plans, programs, and capabilities
- Reduce the risk of future damage, hardship, or suffering from an incident
- Improve future debris removal operations or planning.

White goods can present a difficult dilemma to the recovery efforts. White goods will be moved to the staging area to have any Freon removed. The Freon will be removed by a licensed Freon recycler and the white goods will be crushed or shredded in the recycling process.

Vehicles destroyed in the disaster will be recovered by local salvage agencies for salvage value. If large numbers of vehicles are destroyed and the volume overwhelms local salvage and recycling capabilities, the Contractor will remove and recycle these vehicles. The Contractor will collect the vehicles, remove the hazardous fluids, crush/bale/shred them, and ship the metal along with other metals and white goods to other areas or countries, if necessary, for recycling.



Hazardous and Toxic Waste

Hazardous and toxic waste removal will be accomplished by the Contractor(s) utilizing precise, pre-established standards and regulations.

The Contractor(s) will segregate and remove hazardous and toxic waste from the debris stream at the curbside, prior to the recovery of other debris, sorting, and additional recovery of hazardous and toxic waste within the debris staging sites. These materials will be removed to a proper disposal site or temporarily stored in the hazardous and toxic waste disposal area constructed within each debris staging site as required. Hazardous and toxic waste materials must be collected, handled, and disposed of by specially trained hazmat technicians in coordination with the Hazmat Group (ESF-10). The Contractor(s) may utilize national or regional firms who are fully licensed and accredited to manage, handle, and dispose of hazardous and toxic waste for professional and immediate hazardous and toxic waste recovery support on an emergency basis.

Environmental Compliance- Following a disaster event, compliance with environmental protection laws and regulations is still required. The Public Works Group (ESF - 3) will consult with the Contractor(s) and federal and state environmental protection agencies along with the Flagler County Health Department to ensure applicable regulatory requirements are being followed.

Documentation- Flagler County recognizes that documentation of debris management activities is important for potential reimbursement of costs. In addition, documentation is important to record activities performed and authorizations granted, and to develop a historical record for updating plans. Documentation of activities is the responsibility of those performing work, as well as those who provide oversight and direction. The responsibility for documentation related to debris management activities is the Public Works Group Supervisor and in the event that the Public Works Group is deactivated, it is the responsibility of the Public Works Director. The Public Works Group Supervisor will be the contact for federal and state financial oversight of the debris management activities. At a minimum, documentation needs to address the following:

- a) Labor, equipment, rental fees, and material costs
- b) Mutual Aid agreement expenses
- c) Volunteer resources, including labor
- d) Administrative expenses
- e) Disposal costs
- f) Types of debris collected and amounts of each type
- g) Purchase Orders, invoices, and cancelled checks



Public Information

Public notification is critical to the success of the debris management process and will be coordinated by ESF-3 through the Public Information Officer. Pick-up schedules and/or locations should be disseminated by all available methods, including media releases, printed notices, door-to-door, social media and by use of any available commercial “marquees”. A sample press release is provided in Attachment 12.

RECOVERY OPERATIONS

This phase of the debris management cycle covers actions necessary to complete the debris management activities, based on damage assessment of the disaster.

1. **Public Property/Rights-of-Way Debris Removal-** Debris deposited on county-owned public lands including the county right-of-way will be the responsibility of Flagler County.
 - a. Private property owners may move event-related debris to the public right-of-way for removal. Timeframes for pickup will be established by the Debris Manager and disseminated by the PIO.
 - b. Contractors will pick up debris from the right-of-way and haul it to either a debris staging site or to a regulated waste facility.
2. **Contract Monitoring-** Contract monitoring will be handled by the Flagler County Public Works Department. Contract monitoring will verify that the following actions are taking place:
 - a. Debris being picked up is a direct result of the disaster.
 - b. Trucks hauling debris are fully loaded.
 - c. Debris pick-up areas are being managed properly.
 - d. Trucks are following designated debris routes.
 - e. Inspections of debris staging sites to ensure operations are being carried out according to contract.
 - f. Verification of security and control for debris staging sites.
 - g. Verification and documentation of loads and/or weights.
 - h. Verification of loads and/or weights from initial collection to the debris site and final disposal location to ensure that all material is accounted for at the final disposal



location in Attachment 3.

3. **Site Closure-** The Contractor shall be responsible for the closure of the debris site after receiving the last load of disaster-related debris.
 - a. The Public Works Group (ESF - 3) will prioritize site closures, schedule closeout activities in coordination with the Contractor(s), determine protocols, and developing cost estimates.
 - b. This closure shall include removal of site equipment, debris, and all remnants from the processing operation (such as temporary toilets, observation towers, security fence, etc., grading the site, and returning the site to pre-work conditions. The site will be restored in accordance with all state, tribal, and local requirements.
 - c. The Public Works Group will establish a testing and monitoring program and will be the approving authority to review and evaluate contractor(s) closure activities and progress.
 - d. The Contractor is responsible for the proper disposal of non-burnable debris, ash, and wood chips. Environmental monitoring will be conducted at each site prior to site closure to ensure that no long-term environmental contamination is left on the site. The monitoring should be done on three different media: ash, soil, and groundwater.
 - e. The Contractor(s) must receive approval from Public Works Group (ESF - 3) as to the final acceptance of the site closure. Final payment shall be released to the contractor(s) upon acceptance by the Public Works Group Supervisor.

IX. Contract type

Types of Contracts-The following types of contracts may be used when conducting debris management operations.

- a. **Time and Material-** Under a time and material contract, the contractor is paid on the basis of time spent and resources utilized in accomplishing debris management tasks. FEMA reimbursement requires that the use of time and material contracts be limited to the first 70 work hours following a disaster.
- b. **Unit Price-** Unit price contracts are based on weight (tons) or volume (cubic yards) of debris managed.
- c. **Lump Sum-** Lump sum contracts establish a total price using a one item bid from a contractor. It will be used only when scope of work is clearly defined, with areas of



work and quantities of material clearly identified. Lump sum contracts can be defined in one of two ways.

- 1) **Area Method-** where the scope of work is based on a one time clearance of a specified area, **or**
- 2) **Pass Method-** where the scope of work is based on a certain number of passes through a specified area, such as a given distance along a right of way.

X. SUPPLEMENTAL ASSISTANCE

This section explains assistance options when local resources have been exhausted and additional assistance is needed for debris removal operations. The issues included in this section may have already been addressed in a different portion of the Flagler County Comprehensive Emergency Management Plan. However, specific points relating to debris removal are covered within this section.

A. GENERAL

The Flagler County Emergency Services Department may request supplemental assistance through the Public Works Group from the Florida Division of Emergency Management. Such requests take place when local and county resources are exhausted and a declaration has been declared within the county. If state resources are exhausted or not available, additional assistance may be requested from the Federal Emergency Management Agency under the National Response Framework.

B. MISSION ASSIGNMENTS FOR STATE AND FEDERAL LEVELS

A mission assignment is a work order for a state or federal agency to complete a specific assignment in anticipation of, or in response to, a gubernatorial or presidential declaration of an emergency or major disaster.

1. State Mission Assignments

- a. Direct State Assistance applies to emergency debris removal work and reflects the need to address a health and/or safety threat. Debris activities that are eligible for Direct State Assistance include:

- 1) Debris removal from critical roadways and facilities.
- 2) Debris removal from curbsides or from eligible facilities, and hauling to either temporary or permanent disposal sites.

- b. State Mission Assignment Process



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- 1) County demonstrates work beyond capability of resources through situation/damage assessment.
 - 2) County Emergency Management agency makes request to the State Emergency Management agency for supplemental assistance.
 - 3) State assigns mission to state agency.
 - 4) State provides a liaison.
2. Federal Mission Assignments (in accordance with 44 CFR, 206.208)
- a. Direct Federal Assistance applies only to emergency work (debris removal and emergency protective measures) and must meet general Federal Emergency Management Agency eligibility criteria. Debris activities that are eligible for Direct Federal Assistance include:
 - 1.) Debris removal from critical roadways and facilities.
 - 2.) Debris removal from curbsides or eligible facilities and hauling to either temporary or permanent sites.
 - 3.) Identification, design, operation, and closeout of the debris management sites.
 - 4.) Demolition or removal of disaster damaged structures and facilities in accordance with Federal Emergency Management Agency regulations and policies.
 - b. Federal Mission Assignment Process
 - 1.) State demonstrates work beyond county and state capabilities.
 - 2.) State makes request to Federal Emergency Management Agency for assistance.
 - (a) Federal Emergency Management Agency assigns mission to Federal agency.
 - (b) Federal Emergency Management Agency provides a Project Monitor.



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- (c) Federal Agency conducts assignment.
- (d) Federal Agency bills the Federal Emergency Management Agency.
- (e) State is informed of the cost-share.
- (f) State reimburses the Federal Emergency Management Agency for non-federal share.



ATTACHMENT 1

RIGHT-OF-ENTRY / HOLD HARMLESS AGREEMENT FOR HOMEOWNERS ASSOCIATION

**A LICENSE AGREEMENT BETWEEN FLAGLER COUNTY
AND _____ FOR DEBRIS REMOVAL FROM
ROADWAYS IMPACTED BY HURRICANE MATTHEW
DURING THE DECLARED STATE OF LOCAL EMERGENCY**

This License Agreement (hereafter, "License") is entered into by and between the Flagler County Board of County Commissioners, a political subdivision of the State of Florida, (the "County") and XXXXXXXX, a property owners association, for the neighborhood(s) of Xxxxxxx (hereafter, singularly and collectively the "Neighborhood").

WITNESSETH:

WHEREAS, in accordance with state law and the Executive Order 16-230, the Chair of the Board of County Commissioners of Flagler County, Florida issued a Proclamation declaring a state of local emergency in anticipation of Hurricane Matthew, dated October 4, 2016 and extended the declared state of local emergency every seven days thereafter in accordance with law; and

WHEREAS, Hurricane Matthew has had a devastating impact on wide swaths of the County, including within the private subdivisions therein, causing debris in the form of trees, building parts and other miscellaneous objects which obstruct the roadways and impede access of emergency responders and utility providers to properties within the Neighborhood; and

WHEREAS, Section 12-42 of the Flagler County Code of Ordinances (hereafter, the "County Code") allows for the County to provide for the removal of debris along private roadways if the sheer volume of the debris is such that it is impractical and unreasonable to remove in an orderly and efficient manner absent action by the County; and

WHEREAS, the County Code further provides that the County shall remove debris from private right of ways when there is a significant likelihood that rescue vehicles will be hindered from rendering emergency services to residential and commercial property; and



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WHEREAS, the County Code further provides that the County shall remove debris from private right of ways when the removal and clearing is necessary to effectuate orderly and expeditious restoration of power, water, sewer, telephone and other utilities; and

WHEREAS, the Neighborhood has requested the assistance of the County in clearing such debris caused by Hurricane Matthew from its right of ways in order to restore electric power and basic services in an expeditious manner; and

WHEREAS, the County has determined that the right of ways within the Neighborhood are obstructed by debris such that emergency vehicles will be hindered and the restoration of vital public services significantly delayed or prevented; and

WHEREAS, the County has further determined that the private right of ways in the Neighborhood are impeded by such significant volumes of debris as to make its removal by the Neighborhood without the assistance of the County impractical; and

WHEREAS, the County has debris removal contractors in place and debris removal operations underway such that removing the debris from the right of ways within the Neighborhood is the most efficient way to ensure public safety and the restoration of vital public services; and

WHEREAS, the Proclamation declaring a local state of emergency, as extended, authorizes the County Administrator to enter into this License; and

WHEREAS, the signatory hereto on behalf of the Neighborhood is authorized by the Neighborhood to enter into this License; and

WHEREAS, it is the understanding of the parties hereto that the debris removal authorized herein will be reimbursable by the Federal Emergency Management Agency.

NOW THEREFORE, for the mutual covenants herein, the parties agree as follows:

Section 1. Subject to the restrictions and obligations set forth herein, the Neighborhood licenses to the County the right to enter into Neighborhood for the specific and limited purpose of clearing the Neighborhood's right of ways of debris caused by Hurricane Matthew and for no other purpose whatsoever. This License does not create any easements or property interests in the Neighborhood.



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Section 2. This License is effective on and from October 8, 2016, the day after Hurricane Matthew impacted Flagler County, and will remain in effect for the duration of the declared state of local emergency.

Section 3. The County is under a duty to be vigilant for its own safety as well as the safety of others. The County understands and agrees that it is responsible for its own personal safety and the personal safety of its agents or contractors. The County is fully knowledgeable of the risks generally associated with debris removal after a powerful storm.

Section 4. The Neighborhood retains the right to close access to all or any portion of the Neighborhood or to impose additional restrictions or limitations deemed necessary in Neighborhood's sole discretion including, but not limited to, conditions regarding allowable days or times of access.

Section 5. As required by Flagler County Code, Section 12-42, and the rules of the Federal Emergency Management Agency, the Neighborhood shall indemnify and hold harmless the County to the maximum extent provided by law and hold harmless the federal, state and local governments, and all contractors, employees, officers and agents of the County connected with the rendering of such service.

Section 6. In light of the emergency conditions, this Agreement may be signed in counterparts, each of which, taken together, shall be deemed an original hereof. Counterpart signatures may be scanned in PDF and sent to the other party by email and this shall be as effective as original signatures. The Agreement to be recorded may include counterpart signatures in original form or in PDF.

[SIGNATURE PAGE TO FOLLOW]



**Flagler County Emergency Services
Division of Emergency Management**

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this License.

**Flagler County Board of County
Commissioners**

Craig Coffey, County Administrator

Approved as to Form:

Al Hadeed, County Attorney

Xxxxxxxxxx

By: _____

Name: _____

Title: _____

Witness:

(Signature)

Name: _____

(Signature)

Name: _____



(ATTACHMENT 1 cont.)

DEBRIS REMOVAL INTERLOCAL AGREEMENT

INTERLOCAL AGREEMENT BETWEEN THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS AND THE _____ DEBRIS REMOVAL FROM ROADWAYS IMPACTED BY HURRICANE MATTHEW DURING THE DECLARED STATE OF LOCAL EMERGENCY

This Interlocal Agreement (hereafter “Agreement”) is entered into by and between the Flagler County Board of County Commissioners, a political subdivision of the State of Florida, (the “County”) and the _____, a municipal corporation of the State of Florida, (the “Town”).

WHEREAS, in accordance with state law and Executive Order 16-230, the Chair of the Board of County Commissioners of Flagler County, Florida issued a Proclamation declaring a state of local emergency in anticipation of Hurricane Matthew, dated October 4, 2016 and extended the declared local state of emergency by a Proclamation dated October 11, 2016 (hereafter collectively, the “Proclamation”); and

WHEREAS, Hurricane Matthew has had a devastating impact on wide swaths of the County, including particularly the townships along the coastline, causing debris in the form of trees, building parts and other miscellaneous objects which obstruct the roadways and impede access of emergency responders and utility providers to properties within the townships; and

WHEREAS, the Town has requested the assistance of the County in clearing such debris caused by Hurricane Matthew from its right of ways in order to restore electric power and basic services in an expeditious manner; and

WHEREAS, Section 12-42 of the Flagler County Code of Ordinances allows for the County to provide for the removal of debris along roadways, including private roadways, in any, if the sheer volume of the debris is such that it is impractical and unreasonable to remove in an orderly and efficient manner absent action by the County in order to allow the movement of emergency vehicles; and



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WHEREAS, the clearing of roadways within the Town by the County is the most efficient way to effectuate orderly and expeditious restoration of power, water, sewer, telephone and other utilities; and

WHEREAS, the County has debris removal contractors in place and debris removal operations underway such that removing the debris from the right of ways within the Town by the County is the most efficient way to ensure public safety and the restoration of vital public services; and

WHEREAS, the Proclamation, in accordance with the Section 252.38, Florida Statutes, and Section 12-34, Florida Statutes, authorizes the County to take all necessary actions to protect human life and property, subject to the review of the Board of County Commissioners to the degree practicable under the circumstances; and

WHEREAS, Section 163.01, Florida Statutes, authorizes local governmental units to make the most efficient use of their powers by enabling them to cooperate on a basis of mutual advantage; and

WHEREAS, it is the understanding of the parties hereto that the debris removal authorized herein will be reimbursable by the Federal Emergency Management Agency.

IT IS THEREFORE AGREED, between the County and the Town, that:

Section 1. Subject to the restrictions and obligations set forth herein, the Town authorizes the County to enter into the Town for the specific and limited purpose of clearing the Town's right of ways of debris caused by Hurricane Matthew.

Section 2. This Agreement is effective on and from October 8, 2016, the day after Hurricane Matthew impacted Flagler County, and will remain in effect for the duration of the declared state of local emergency.

Section 3. The County is under a duty to be vigilant for its own safety as well as the safety of others. The County understands and agrees that it is responsible for its own personal safety and the personal safety of its agents or contractors. The County is fully knowledgeable of the risks generally associated with debris removal after a powerful storm.

Section 4. The Town retains the right to close access to all or any portion of the Town or to impose additional restrictions or limitations deemed necessary in the Town's



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sole discretion including, but not limited to, conditions regarding allowable days or times of access.

Section 5. As required by Flagler County Code, Section 12-42, and the rules of the Federal Emergency Management Agency, the Town shall indemnify and hold harmless the County to the maximum extent provided by law and hold harmless the federal, state and local governments, and all contractors, employees, officers and agents of the County connected with the rendering of such service.

Section 6. In light of the emergency conditions, this Agreement may be signed in counterparts, each of which, taken together, shall be deemed an original hereof. Counterpart signatures may be scanned in PDF and sent to the other party by email and this shall be as effective as original signatures. The Agreement to be recorded may include counterpart signatures in original form or in PDF.

IN WITNESS WHEREOF, the parties hereto have executed this Interlocal Agreement for the uses and purposes herein expressed.

ATTEST:

_____, Town Clerk

_____, Mayor

Date: _____

**BOARD OF COUNTY COMMISSIONERS OF
FLAGLER COUNTY**

ATTEST:

Gail Wadsworth,
Clerk of Circuit Court & Comptroller

_____, Chair

Date: _____

APPROVED AS TO FORM:

Al Hadeed, County Attorney



(ATTACHMENT 1 cont.)

RIGHT OF ENTRY/AGREEMENT FOR INDIVIDUAL PROPERTY OWNERS

RIGHT OF ENTRY AGREEMENT FOR DEBRIS REMOVAL FROM ROADWAYS AND DEDICATED RIGHT OF WAYS IMPACTED BY HURRICANE MATTHEW DURING THE DECLARED STATE OF LOCAL EMERGENCY

This Right of Entry Agreement (hereafter “Agreement”) is entered into by and between the Flagler County Board of County Commissioners, a political subdivision of the State of Florida, (the “County”) and _____, an individual property owner/tenant (hereafter “Resident”) located on a publically dedicated street or other designated street not publically maintained and not within an organized property owners’ association, at the following address

_____.

WITNESSETH:

WHEREAS, in accordance with state law and the Governor’s Executive Order No. 16-230, the Chair of the Flagler County Board of County Commissioners issued a Proclamation dated October 4, 2016, declaring a state of local emergency in connection with Hurricane Matthew, with such declaration remaining in effect as of this date; and

WHEREAS, Hurricane Matthew has had a devastating impact on wide swaths of the County, including within the streets and right-of-ways thereof, causing debris in the form of trees, building parts and other miscellaneous objects to obstruct the roadways and impede access of emergency responders and utility providers and to create standing debris piles that can act as wet receptors for mosquitoes and other arthropods carrying viruses; and

WHEREAS, the County Health Officer/Administrator for Flagler County has certified that the area impacted by Hurricane Matthew poses a threat to life, public health and safety due to the magnitude of the storm debris that has accumulated; and

WHEREAS, Article III, Chapter 12 of the Flagler County Code of Ordinances (hereafter, the “County Code”) authorizes the County to remove storm debris along



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private roadways, as well as improved surfaces that are not owned or controlled by a government entity (hereafter, “Non-County Maintained Roadways”), if the sheer volume of the debris is such that it is impractical and unreasonable to remove it in an orderly and efficient manner absent action by the County and if the debris creates a public health hazard; and

WHEREAS, the County Code further provides that the County shall remove debris from Non-County Maintained Roadways when there is a significant likelihood that rescue vehicles will be hindered from rendering emergency services to residential and commercial property; and

WHEREAS, the Resident has requested the assistance of the County in clearing such debris caused by Hurricane Matthew from the Non-County Maintained Roadway adjacent to the Resident’s home in order to provide safe vehicular access and to expeditiously eliminate any public health hazard; and

WHEREAS, the County has determined that the Roadway adjacent to Resident’s home is obstructed by debris such that emergency vehicles will be hindered and/or prevented from responding to emergencies requiring the use of the Roadway and, further, that the public health hazard will be exacerbated without debris removal; and

WHEREAS, the County has further determined that debris removal by the Resident without the assistance of the County is impractical under the circumstances; and

WHEREAS, the County has debris removal contractors in place and debris removal operations underway such that removing the debris from the Roadway is the most efficient way to ensure public health and safety and the restoration of vital public services; and

WHEREAS, the Proclamation declaring a local state of emergency, as extended, authorizes the County Administrator to enter into this Agreement; and

WHEREAS, the signatory hereto on behalf of the Resident is authorized to enter into this Agreement; and

NOW THEREFORE, for the mutual covenants herein, the parties agree as follows:

Section 1. Subject to the restrictions and obligations set forth herein, the Resident grants a right of entry to the County to enter the property for the specific and limited purpose of clearing the Roadway of debris caused by Hurricane Matthew and for



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no other purpose whatsoever. This Agreement does not create any easements or property interests.

Section 2. This Agreement is effective on and from October 8, 2016, the day after Hurricane Matthew impacted Flagler County, and will continue in effect for the duration of the declared state of local emergency and will terminate on the expiration of the declaration.

Section 3. The County is under a duty to be vigilant for its own safety as well as the safety of others. The County understands and agrees that it is responsible for the personal safety of its employees and of its agents or contractors. The County is fully knowledgeable of the risks generally associated with debris removal after a powerful storm.

Section 4. As required by Flagler County Code, Section 12-42, and the rules of the Federal Emergency Management Agency, the Property Owner/Tenant shall indemnify and hold harmless the County to the maximum extent provided by law and hold harmless the federal, state and local governments, and all contractors, employees, officers and agents of the County connected with the rendering of such debris removal service. Further, the Property Owner/Tenant agrees that it must pursue any insurance it has for storm caused debris removal and that any proceeds from an insurance policy for that purpose must be paid over to the Federal Emergency Management Agency by way of the County.

Section 5. In light of the emergency conditions, this Agreement may be signed in counterparts, each of which, taken together, shall be deemed an original hereof. Counterpart signatures may be scanned in PDF and sent to the other party by email and this shall be as effective as original signatures. The Agreement if to be recorded may include counterpart signatures in original form or in PDF.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this Agreement effective this _____ day of December 2016.

**Flagler County Board of County
Commissioners**

Craig M. Coffey, County Administrator

Approved as to Form:



**Flagler County Emergency Services
Division of Emergency Management**

Al Hadeed, County Attorney

Resident

(Signature)

Printed: _____

Witness:

(Signature)

(Printed)



ATTACHMENT 2

LIST OF SOLID WASTE FACILITIES

Tomoka Landfill

1990 Tomoka Farms Rd.
Daytona Beach, FL 32124
(386) 947-2952

Environmental Land Services (ELS)

1841 N State St.
Bunnell, FL 32110
(386) 931-4092

Flagler County Landfill (this landfill can be available to accept vegetative debris but is usually closed other than for light hazardous waste such as oil and other fluids)

1700 Old Kings Rd. S.
Flagler Beach, FL 32136
(386) 517-2075

ATTACHMENT 3



DEBRIS CLASSIFICATIONS

To facilitate the debris management process, debris will be segregated by type. It is recommended that the categories of debris established for recovery operations be standardized. Debris removed will consist of two broad categories, vegetative debris and construction/demolition debris.

Definitions of classifications of debris are as follows:

1. Burnable Debris: Burnable debris includes, but is not limited to, damaged and disturbed trees; bushes and shrubs; broken, partially broken, and severed tree limbs; and bushes. Burnable debris consists predominately of trees and vegetation. Burnable debris does not include garbage or construction/demolition material debris.

2. Non-Burnable Debris: Non-burnable construction and demolition debris includes, but is not limited to, creosote timber, plastic, glass, rubber, metal products, sheet rock, roofing shingles, carpet, tires, and other materials as may be designated by the coordinating agency. Garbage will be considered non-burnable debris.

3. Stumps: Stumps will be considered tree remnants exceeding 24 inches in diameter; but no taller than 18 inches above grade, to include the stump ball. Any questionable stumps shall be referred to the designated coordinating agency representative for determination of its disposition.

4. Ineligible Debris: Ineligible debris to remain in place includes, but is not limited to, chemicals, petroleum products, paint products, asbestos, and power transformers. Any material found to be classified as hazardous or toxic waste (HTW) shall be reported immediately to the designated coordinating agency representative. At the coordinating agency representative's direction, this material shall be segregated from the remaining debris in such a way as to allow the remaining debris to be loaded and transported. Standing broken utility poles; damaged and downed utility poles and appurtenances; transformers and other electrical material will be reported to the coordinating agency representative. Emergency workers shall exercise due caution with existing overhead and underground utilities and above ground appurtenances, and advise the appropriate authorities of any situation that poses a health or safety risk to workers on site or the general population.



ATTACHMENT 4

DEBRIS REDUCTION INFORMATION

Uncontrolled open burning is prohibited.

Controlled open burning is a cost-effective way of reducing debris. Controlled open burning is used when there is clean wood or tree debris.

Air curtain pit burning reduces the environmental concerns open burning has by using a system that produces high temperatures and reduces pollutants released into the atmosphere. This system reduces volume by as much as 95%.

Best Management Practices (BMP) for Environmental Controls

- Maintain at least 1,000 feet between the burn piles and buildings.
- Extinguish the fire 2 hours before removal of ashes. Remove the ashes when they reach two inches below the top of the burn pit.
- Establish a burn area of no wider than eight feet and between nine and fourteen feet deep.
- Construct burn-pit with limestone and reinforce them with anchors or wire mesh to support loaders. Seal the bottom of the pit with limestone or clay to keep ash out of aquifers.
- Seal the ends of the pits with dirt or ash to 4 feet tall.
- Construct a twelve-inch dirt seal on the lip of the pit to seal the blower nozzle. Place the nozzle three to six inches from the end of the pit.
- Construct one-foot high, unburnable stops along the edge of the pit to prevent the loaders from damaging the pit.
- Never place any hazardous chemicals or materials within the incineration pit.
- Place the airflow so it hits two feet below the top edge of the pit and don't allow the debris to break airflow except for loading.
- Construct the pit to no longer than the length of the blower system.
- Burning should be coordinated by the Public Works Group with the Firefighting Group (ESF – 4), the Florida Forest Service and Health and Medical Group (ESF – 8).

Reduction by grinding and chipping

- After a large storm event and activation of the debris contract, it will be determined whether the pre-arranged staging areas will be used or all material will be brought to the Central Landfill yard waste site.
- Grinding, or in some cases chipping, of the vegetative matter will be done at the Central landfill.



Flagler County Emergency Services Division of Emergency Management

- When contracting a mulching project the most important consideration is the specification of the size of the mulch. The mulch must remain free of paper and plastic.
- Ground material will be given away to citizens at no charge, or used in the landfill for daily cover mixed 50/50 with soil.

Contaminants: The contamination rate for material other than wood products should be less than four percent of the mulch.

Construction & Demolition (C&D) Material – C&D must be separated from vegetative material and transported to the landfill.

Metals - Metal will be sorted at the landfill for recycling.



ATTACHMENT 5

DEBRIS STAGING SITE SELECTION

Debris staging sites will be identified and evaluated by the Flagler County Public Works Department and the Debris Management Contractor.

Initially, debris may be placed in debris staging sites, which are determined before the onset of the disaster, until such time as a detailed plan of debris collection and disposal is prepared. This is not anticipated until after the local traffic has been restored. Debris staging sites should be readily accessible by recovery equipment and should not require extensive preparation or coordination for use. Collection sites will be on public property when feasible to facilitate the implementation of the mission and mitigate against any potential liability requirements. Activation of sites will be under the control of the Flagler County Public Works Department and the Debris Management Contractor.

Site selection criteria will be developed into a checklist format for use to facilitate identification and assessment of potential sites. Criteria will include such factors as ownership of property, size of parcel, surrounding land uses, environmental conditions, and transportation facilities that serve the site.

The following is a list of possible debris staging sites:

1. **Flagler County Landfill**
1700 Old Kings Rd. S.
Flagler Beach, FL 32136
(386) 517-2075

2. **Mango Lot**
5793 Mango Ave.
Bunnell, FL 32110
(386) 313-4021

3. **Environmental Land Services**
1841 N State St.
Bunnell, FL 32110
(386) 931-4092



ATTACHMENT 6

PRIORITIES OF DEBRIS REMOVAL

The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event. To achieve this objective, the first priority will be for the Public Works Department to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area.

Key roads in Flagler County are identified as follows:

13. US 1
14. A1A
15. SR 100
16. Palm Coast Pkwy
17. Old Kings Road
18. Belle Terre Pkwy
19. Royal Palms Parkway
20. Whiteview Parkway
21. CR 305
22. CR 304
23. CR 2006
24. Interstate 95

The need and demand for critical services will be increased significantly following a disaster. Therefore, the second priority that debris removal resources will be assigned is providing access to critical facilities pre-identified by state and local governments. Critical facilities in Flagler County have been identified as:

* Critical Facilities Inventory is on file at the Emergency Management Division Office. *

The third priority for the debris removal teams to address will be the elimination of debris-related threats to public health and safety. This will include such things as the repair, demolition, or barricading of heavily damaged and structurally unstable buildings, systems, or facilities that pose a danger to the public. Any actions taken to mitigate or eliminate the threat to the public health and safety must be closely coordinated with the owner or responsible party. If access to the area can be controlled, the necessary actions can be deferred.



ATTACHMENT 7

FEMA RECOMMENDED PROCEDURE FOR ESTIMATING DEBRIS QUANTITIES

The formula for estimating debris quantity is: $Q=H(C)(V)(B)(S)$

H (Households) = Population/3 (3 persons per household)

C (Category of Storm)=Factor (See table below)

V (Vegetation Multiplier)= Factor (See table below)

B (Commercial Density Multiplier)= Factor (See table below)

S (Precipitation Multiplier)= Factor (See table below)

| Hurricane Category | Value of "C" Factor |
|--------------------|---------------------|
| 1 | 2 CY |
| 2 | 8 CY |
| 3 | 26 CY |
| 4 | 50 CY |
| 5 | 80 CY |

| Vegetative Cover | Value of "V" Multiplier |
|------------------|-------------------------|
| Light | 1.1 |
| Medium | 1.3 |
| Heavy | 1.5 |

| Commercial Density | Value of "B" Multiplier |
|--------------------|-------------------------|
| Light | 1.0 |
| Medium | 1.2 |
| Heavy | 1.3 |

| Precipitation | Value of "S" Multiplier |
|-----------------|-------------------------|
| None to Light | 1.0 |
| Medium to Heavy | 1.3 |

Once the amount of debris has been estimated, the county will require debris-staging sites the size of which can be determined by taking the following factors into consideration:

1. The debris pile shall be stacked to a height of no more than 10 feet.
2. 60% usage of the land area will be devoted to roads, safety buffers, burn pits, household hazardous waste, etc.,.
3. 10 foot stack height = 3.33 yards
4. 1 acre = 4,840 square yards (sy)
5. Total volume per acre = 4,840 sy/ac x 3.33y = 16,133 cy/ac.



ATTACHMENT 8

FEMA DOCUMENTS NEEDED FROM APPLICANT TO COMPLETE DEBRIS PROJECT WORKSHEETS

Verification or Comments

- 1. Certified Truck List _____
- 2. Copies of Truck Certification Sheets _____
- 3. Private roads in applicants area _____
- 4. List of gated communities with road list within the communities _____
- 5. DOT FHWA complete road list. _____
Need to deduct from Sanitation & send to FDOT any work done
- 6. First Pass completion (dates) _____
- 7. 72 hour period (dates) _____
- 8. Debris Removal Contract _____
- 9. Monitor Contract _____
- 10.Reduction method and contract _____
- 11.Proof of payment, applicant to contractor _____
Copy of invoices _____
Copy of cancelled checks _____
- 12.Force account labor information _____
- 13.Force account equipment information _____

Applicant _____

Received by: _____ Date _____

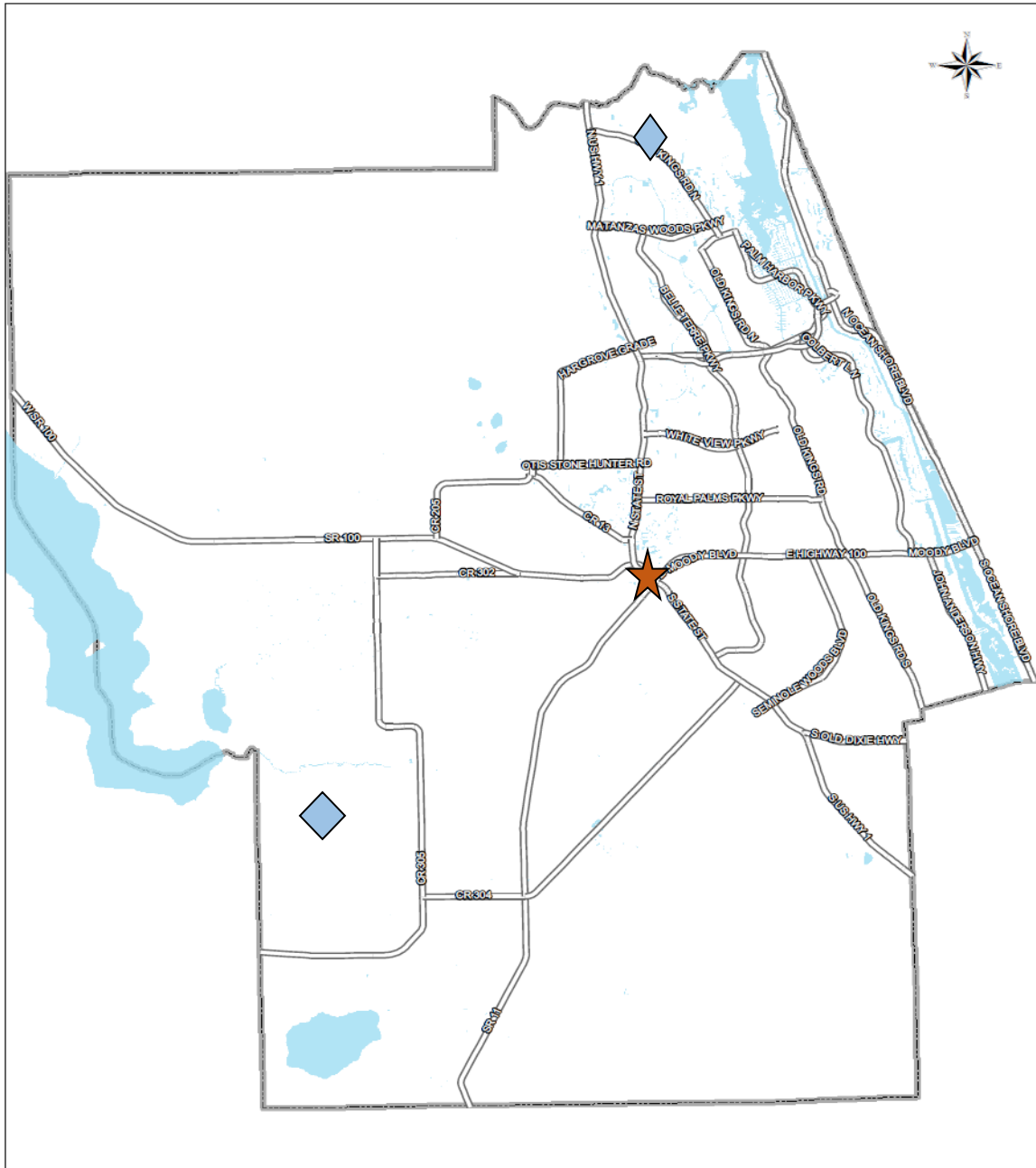
FEMA Representative _____ Date _____



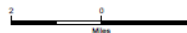
ATTACHMENT 9

DEBRIS ZONE MAP TO BE USED BY CONTRACTOR.

★ ELS DDMS ◆ Landfills

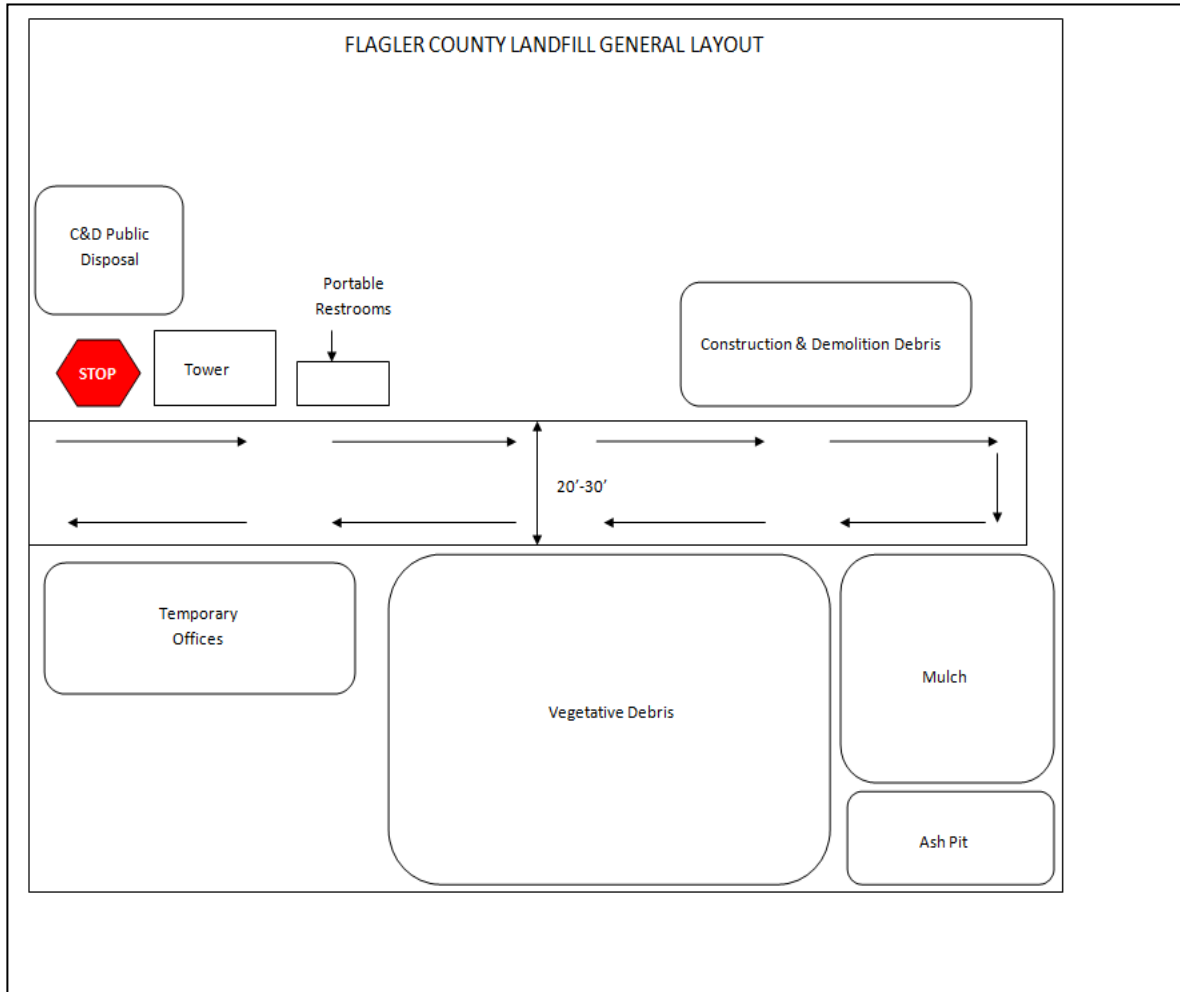


Disclaimer: "This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. Putnam County and its employees disclaim all responsibility for the accuracy or completeness of the data shown hereon."





Flagler County Emergency Services Division of Emergency Management





ATTACHMENT 10 SAMPLE PRESS RELEASES

For Immediate Release (Approximately 48-72 Hours Prior to Event)

Flagler County, Florida. — The potential for dangerous hurricane conditions is eminent for Flagler County and its residents. In anticipation of a likely large debris-generating storm, residents are asked to secure or store all yard items that may become damaging projectiles. The County is prepared and has a plan in place to immediately respond following the event. Once dangerous conditions subside and roads have been cleared of obstructions, residents should bring any debris to the public right-of-way for removal.

The public right-of-way is the area of residential property that extends from the street to the sidewalk, ditch, utility pole or easement. Residents should separate clean, vegetative debris (woody burnable debris such as limbs and shrubbery) from construction and demolition debris. Do not mix hazardous material, such as paint cans, aerosol sprays, batteries, or appliances with construction and demolition debris. Household garbage, tires or roof shingles cannot be combined with any storm debris.

Do not place debris near water meter vault, fire hydrant or any other above-ground utility. Only debris placed on the public right-of-way will be eligible for collection until further notice.

If all debris is not picked up during the initial pass, residents should continue to push remaining debris to the public right-of-way for collection on subsequent passes. Residential debris drop-off locations may be available within Flagler County limits. Check the Flagler County Web site **INSERT WEB SITE** for the location of these sites and the hours of operation or call **INSERT NUMBER**. The Flagler County website will also provide County office closure times/date (including garbage collection and County facilities). All reconstruction debris (debris resulting from rebuilding) is the responsibility of the homeowner. Those items must be dropped off at the **INSERT LOCATION**.

Flagler County residents are encouraged to stay indoors until dangerous winds have passed. Please tune into local news channels for updated weather information.

####

For Immediate Release (Approximately 0-72 Hours Following Event)

Flagler County, Florida. — Flagler County is beginning its recovery process in the wake of **INSERT EVENT**. Flagler County residents are asked to place any storm-generated debris on the public right-of-way.

The public right-of-way is the area of residential property that extends from the street to the sidewalk, ditch, utility pole or easement. Keep vegetative debris (woody burnable debris such as limbs and shrubbery) separated from construction and demolition debris, as they will be collected separately.

Bagged debris should not be placed on the public right-of-way, only loose debris will be collected. Any household hazardous waste, roof shingles or tires resulting from **INSERT EVENT**, may be eligible for removal and should be separated at the curb.

Do not place near water meter vault, fire hydrant or any other above-ground utility. Only debris placed on the public right-of-way will be eligible for collection until further notice.

If all debris is not picked up during the initial pass, please continue to push remaining debris to the right-of-way for collection on subsequent passes. Household garbage collection will resume to its normal schedule on **INSERT DATE AND TIME**. Please check the Flagler County Web site **INSERT WEB SITE** for additional information and updates on the debris removal process.

For more information, please call the city's debris hotline at **INSERT NUMBER**.



ATTACHMENT 10 (cont.)

SAMPLE PRESS RELEASES

####

For Immediate Release (72 hours prior to final pass of debris removal)

Flagler County, Florida. — Final preparations are being made for the third and potentially final pass for debris removal in the wake of **INSERT EVENT**.

Flagler County residents should have all storm-generated debris in front of their homes on the public right-of-way (the area of residential property that extends from the street to the sidewalk, ditch, utility pole or easement) no later than **INSERT DATE** to be eligible for pick-up.

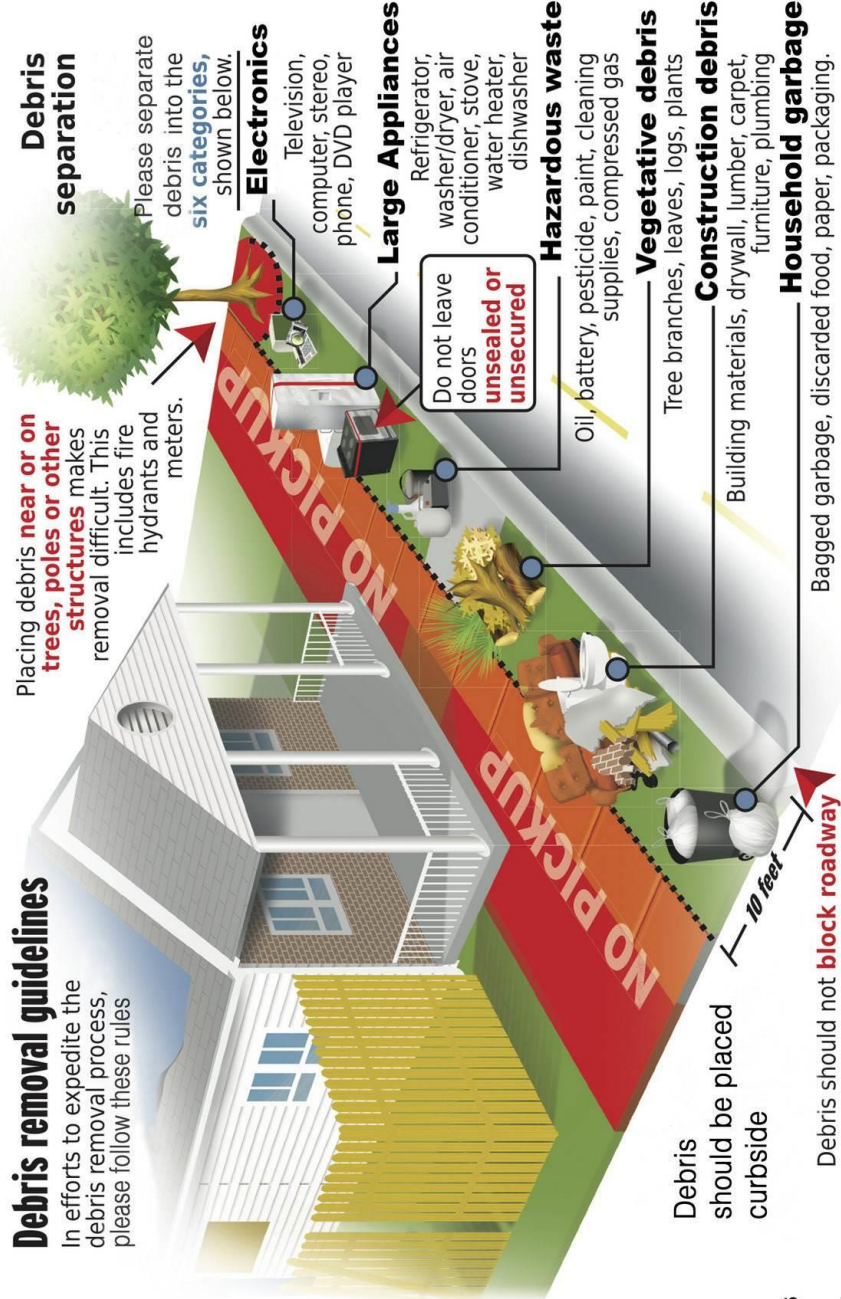
Flagler County will not be able to guarantee that debris placed on the public right-of-way after the specified deadline will be removed.

Residents should continue to separate vegetative debris (woody burnable debris such as limbs and shrubbery) and construction and demolition debris. Do not place debris near water meter vault, fire hydrant or any other above-ground utility. Hazardous household chemicals such as paint cans and batteries may be deposited at the **INSERT LOCATION**.

You can follow the debris removal efforts in your neighborhood and the rest of the city by going to the Flagler County Web site **INSERT WEB SITE**, or by calling **INSERT NUMBER**.



ATTACHMENT 11 DEBRIS REMOVAL / SORTING GUIDELINES



DR-1971 5/11

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

SUBJECT: Consideration of a Resolution and Deed Transferring Property to the Flagler County School Board.

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: Staff is seeking approval of a deed transferring a remnant portion of Old Kings Road located in the front of Matanzas High School to the Flagler County School Board. This transaction is part of the conclusion of a multi-year, multi-phase project costing over \$10 million, in which the County gained approval for, designed and constructed the interchange on I-95 at Matanzas Woods Parkway. The deed is transferring ownership of the right of way parcel totaling 7.66 acres (depicted below).



FUNDING INFORMATION: N/A

DEPT., CONTACT, PHONE: Administration, Craig Coffey (386) 313-4001

RECOMMENDATION: Request the Board approve the resolution and transfer of 7.66 acres to the Flagler County School Board and authorize the Chair to execute the agreement as approved to form by the County Attorney and approved by the County Administrator.

ATTACHMENTS:

1. Deed with Exhibit A
2. Resolution



Craig M. Coffey, County Administrator



Date

AFTER RECORDING RETURN TO:

Al Hadeed, Attorney Flagler County
1969 E. Moody Blvd, Bldg 2
Bunnell, Florida 32110

COUNTY DEED
MATANZAS HIGH FRONTAGE PARCEL

THIS COUNTY DEED, made this _____ day of, 2017, between **FLAGLER COUNTY, FLORIDA**, a political subdivision organized and existing under the laws of the State of Florida, whose address is 1769 E. Moody Boulevard, Building 2, Bunnell, Florida 32110 ("**Grantor**"), and the **Flagler County School District**, whose address is 1769 E. Moody Boulevard, Building 2, Suite 305, Bunnell, FL 32110, hereinafter referred to as "School Board." ("**Grantee**").

W I T N E S S E T H:

That Grantor, for and in consideration of the sum of Ten and NO/100 Dollars, to it in hand paid by Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to Grantee, its successors and assigns forever, the following described land, situate, lying and being in the County of Flagler, State of Florida, to wit:

See Composite Exhibit "A" attached hereto and by this reference made a part hereof (collectively, the "Property").

THIS CONVEYANCE IS SUBJECT TO: any existing easements and other matters of record; the rights of Grantor to utilize any portion of the Property as Grantor may deem necessary for the provision of communication devices, public and private, or for use by the 800 MHZ system, or successor system; any rights granted by Grantor to the Flagler County School Board; and, that certain Interlocal Agreement, dated August 9, 2013, recorded in Official Records Book 1959, Page 25, of the Public Records of Flagler County, Florida (the "Interlocal Agreement"), the terms, conditions, and provisions of which are hereby incorporated herein and made a part hereof by this reference.

THIS CONVEYANCE IS FURTHER SUBJECT TO THE FOLLOWING CLAUSES:

1. The conveyance made by Grantor together with all tenements, hereditaments and appurtenances of Grantor belonging or in any wise appertaining to the land (collectively, the "Property") and subject to easements, restrictions and reservations of record.

TO HAVE AND TO HOLD, in fee simple forever.

BY ACCEPTANCE of this County Deed, Grantee hereby agrees that the use of the Property shall be limited to school related uses.

TO HAVE AND TO HOLD, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit and behoove of the said second party forever.

IN WITNESS WHEREOF, the first party has signed and sealed these presents the day and year first above written.

WITNESSES:

BOARD OF COUNTY COMMISSIONERS
FLAGLER COUNTY, FLORIDA

(signature)

By: _____

Nate McLaughlin, Chair

(print name)

ATTEST:

(signature)

Tom Bexley, Clerk of the Circuit Court and
Comptroller

(print name)

STATE OF FLORIDA
COUNTY OF FLAGLER

The foregoing instrument was acknowledged before me this _____ day of _____, 2017, by Nate McLaughlin, Chair of the Board of County Commissioners of Flagler County, (check one) who is personally known to me or who produced _____ as identification.

Notary Public

Print Name: _____

My Commission expires: _____

SCHEDULE "A"

DESCRIPTION:

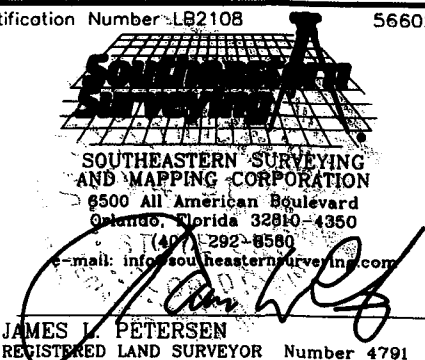
A portion of Old Kings Road, as recorded in Official Record Book 640, Page 899, of the Public Records of Flagler County, Florida, being more particularly described as follows:

BEGIN at the intersection of the Northerly right of way line of Forest Grove Drive, per Map Book 6, Pages 43 through 53, and the Westerly right of way line of Old Kings Road, per Official Record Book 640, Page 899, being the Southeast corner of those lands described in Official Record Book 625, Page 1290, all of the Public Records of Flagler County, Florida; thence the following three courses and distances along said Westerly right of way line, also being the Easterly line of said lands described in Official Records Book 625, Page 1290, North 30°42'05" West, a distance of 1173.70 feet; thence North 24°56'14" West, a distance of 169.50 feet; thence North 31°37'53" West, a distance of 118.87 feet; thence departing said Westerly right of way line and said Easterly line, North 58°22'07" East, a distance of 200.00 feet to the Easterly right of way line of said Old Kings Road; thence South 31°37'53" East, a distance of 1507.81 feet along said Easterly right of way line to the aforementioned Northerly right of way line of Forest Grove Drive; thence South 69°30'47" West, a distance of 243.40 feet along said Northerly right of way line to the POINT OF BEGINNING.

Containing 7.66 acres, more or less.

SURVEYOR'S REPORT:

1. Bearings shown hereon are based on the Easterly right of way line of Old Kings Road being South 31°37'54" East.
2. I hereby certify that the "Sketch of Description" of the above described property is true and correct to the best of my knowledge and belief as recently drawn under my direction and that it meets the Standards of Practice for Land Surveying Chapter 5J-17 requirements.

| | | | |
|---|---|---------------------|---|
| Description FOR Flagler County, Florida City of Palm Coast, Florida | Date: July 18, 2016 EC | | Certification Number: LB2108 56602005 |
| | Job Number: 56602 | Scale: 1" = 300' |  <p>SOUTHEASTERN SURVEYING AND MAPPING CORPORATION 8500 All American Boulevard Orlando, Florida 32810-4350 (407) 292-8580 e-mail: info@southeasternsurveying.com</p> |
| | Chapter 5J-17, Florida Administrative Code requires that a legal description drawing bear the notation that THIS IS NOT A SURVEY. | | |
| | SHEET 1 OF 2 SEE SHEET 2 FOR SKETCH | | |

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS

March 20, 2017

Item # 7h – Attachment 2

[Backup Forthcoming]

SKETCH OF DESCRIPTION

**MATANZAS WOOD
PARKWAY**
RIGHT OF WAY VARIES

N58°22'07"E
200.00'

CONSERVATORY AT HAMMOCK BEACH
MAP BOOK 34, PAGES 78-101

TRACT A-3
RIGHT OF WAY

124' TRACT A-2
RIGHT OF WAY

N31°37'53"W
118.87'

N24°56'14"W
169.50'

TRACT A-1
MIXED USE

S31°37'53"E 1507.81'
EASTERLY RIGHT OF WAY LINE
OLD KINGS ROAD
RIGHT OF WAY VARIES
PER OFFICIAL RECORD BOOK 610, PAGE 899

N30°42'05"W 1173.70'
WESTERLY RIGHT OF WAY LINE OF THOSE LANDS DESCRIBED
IN OFFICIAL RECORD BOOK 625, PAGE 1690

NOT PLATTED

NOT PLATTED

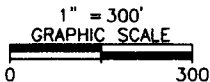
THOSE LANDS DESCRIBED IN OFFICIAL
RECORD BOOK 625, PAGE 1690

POINT OF BEGINNING
INTERSECTION OF THE NORTHERLY RIGHT OF WAY
LINE OF FOREST GROVE DRIVE AND THE WESTERLY
RIGHT OF WAY LINE OF OLD KINGS ROAD;
THE SOUTHEAST CORNER OF THOSE LANDS DESCRIBED
IN OFFICIAL RECORD BOOK 625, PAGE 1290

S69°30'47"W
243.40'

NORTHERLY RIGHT OF WAY LINE
FOREST GROVE DRIVE
60' RIGHT OF WAY
PER MAP BOOK 6,
PAGES 43-53

FLORIDA PARK - SECTION 10
PALM COAST
MAP BOOK 6, PAGES 43-53



SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
6500 All American Boulevard
Orlando, Florida 32810-4350
(407) 292-8580

Certification Number LB2108
e-mail: info@southeasternsurveying.com

Drawing No. 56602005
Job No. 56602
Date: JULY 18, 2016
SHEET 2 OF 2
See Sheet 1 for Description

THIS IS NOT A SURVEY.
NOT VALID WITHOUT SHEET 1 THROUGH 2

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

SUBJECT: Approval of Interlocal Agreement and Quitclaim Deed Transferring to the City of Palm Coast Bulldog Drive, Midway Drive within the Midway Park Subdivision, and Family Avenue, Dunson Avenue and Jarosz Street within the Whispering Pines Subdivision

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: When the City of Palm Coast incorporated in late 1999, its boundaries included Bulldog Drive and the adjacent Midway Park and Whispering Pines subdivisions. However, Bulldog Drive (then unpaved) and the other short, unpaved rights-of-way within the subdivisions were omitted from an Interlocal Agreement between the City and County entered into in 2000 that transferred roadways. From that point onward, although there was no official transfer of the rights-of-way or amendments to the road inventories for these roads by either the County or City, both the County and City believed and acted as if the rights-of-ways were now part of the City's road system.

In 2014, as part of the City's development process, the City worked on its future gateway into the Town Center, including planning very substantial improvements to Bulldog Drive. The engineering plans showed a portion of Bulldog Drive to be a "County Road." The development of that project proceeded without this detail being cleared up prior to the bidding and construction by the City. Although shown on the engineering drawings commissioned by the City as a County Road, the County did not own the fee simple title to the road, nor was there a road dedication to the County. The County had no ownership interest in Bulldog Drive although historically the County had maintained it as a public road.

When the construction project started, some citizens claimed that the County should intervene and stop the construction because of the apparent ownership by the County indicated by the City's engineering drawings. The County at the time disclaimed ownership and advised the City it was asserting no rights to Bulldog Drive or to the other subdivision rights-of-way within Midway Park and Whispering Pines, which were part of the City's Community Redevelopment Area. The City project proceeded uninterrupted by this issue.

The County Administrator expressly disclaimed any interest of the County in the project for the additional reason that he did not want the County to have any potential or future liability exposure pertaining to a roadway for which the County had no part in designing, constructing, maintaining, or managing and because he did not want to slow down the City's project.

The City requested a quitclaim deed from the County for these roadways. This is a cleanup item. There are statutes we have to follow that govern the transfer of roads between governments and for that purpose an interlocal agreement also is needed. Appended to this request is the form of the Interlocal Agreement and the Quitclaim Deed to confirm the City's dominion over the roadways and the County's non-responsibility for them.

HISTORY OF BULLDOG DRIVE: This area was part of the historic platting of Bunnell when it was still in St. Johns County. The earliest plats contemplated "proposed" public roads on the section lines but there was no dedication of roads to the government. When the area was replatted after Flagler County was formed in 1917, it was to create farm tracts and have roads along the section lines but again no dedication of a public roadway system occurred for the farm tracts. However, what eventually became Bulldog Drive is indeed along one of those section lines.

Bulldog Drive was first an unnamed farm road into a major farm developed by the pioneer Durrance family. Later, in 1957, this Durrance family farm road was shown on a plat by the Miller family. The Miller's plat showed the farm road as a "County Road" fifty feet wide. However, it is important to note that the Miller's did not own this "County Road" and it actually adjoined their platted lands. The plat and a 1963 plat addition by the Miller's showed the "County Road" continuing north beyond their lands and into what today we would consider to be Town Center.

The roadway at some point in time became labelled C.R. 401 which means it clearly was considered a county road by the government. Our research attempts to find out how it reached this status yielded no fruit until we recently stumbled onto minutes from 1956 wherein the County Commissioners voted on a motion that declared all streets and roads used generally by the public to be public streets which could be maintained by the County. There was not a resolution or anything more than a one sentence statement in the minutes. It was probably that action that eventually led to its naming as C.R. 401. The lack of formality should not be surprising as the County was sparsely populated then and matters were handled very informally and low key.

In 1972, ITT Community Development Corporation donated the land for the high school due west of C.R. 401. The road was terminated at the end of the school property and was primarily used by the school system and the small businesses that fronted it on the east side. To confirm that it was a county road, we found a 1986 Public Facilities Inventory that included C.R. 401. The County had thus exercised enough dominion over the roadway to justify the transfer recommended by this agenda item.

It was in 1990 that the County named the roadway Bulldog Drive at the request of the School District. While the County created the Palm Coast Service District in 1991 which generally encompassed all of the lands that would become the City, Bulldog Drive was not included and neither were the roadways in the Midway Park and Whispering Pines subdivisions.

Later in the early 2000's, the City established a DRI for the Town Center development. The DRI included Bulldog Drive. Neither the County nor City included Bulldog Drive on the inventory of roads for gas tax calculation purposes until the City started to do so in 2008. (The road miles of each government are part of the formula for distributing gas tax revenues.) The County did not object to the listing, and it has been listed since that time on the City's road inventory for gas tax monies to this day.

Finally, the County has not undertaken any maintenance of these roads since the City incorporated. Thus, for all practical and legal purposes, these roads are and should be within the City's road inventory. The Quitclaim Deed and Interlocal Agreement are therefore appropriate and justified.

FUNDING INFORMATION: N/A

DEPT./CONTACT/PHONE #: Al Hadeed, County Attorney, 313-4005

RECOMMENDATION: Request the Board approve the Interlocal Agreement and Quitclaim Deed transferring to the City of Palm Coast Bulldog Drive, Midway Drive within the Midway Park Subdivision, and Family Avenue, Dunson Avenue and Jarosz Street within the Whispering Pines Subdivision, as approved to form by the County Attorney.

ATTACHMENTS:

1. Interlocal Agreement
2. Quitclaim Deed



Al Hadeed, County Attorney

March 17, 2017

Date



Craig M. Coffey, County Administrator

17 MAR 2017

Date

**INTERLOCAL AGREEMENT BETWEEN
FLAGLER COUNTY AND THE CITY OF PALM COAST
RELATING TO ROAD TRANSFERS FOR
MIDWAY PARK AND WHISPERING PINES SUBDIVISIONS
AND FOR BULLDOG DRIVE**

THIS AGREEMENT, entered into this _____ day of _____, 2017, by and between FLAGLER COUNTY, a political subdivision of the State of Florida, whose address is 1769 E. Moody Blvd., Bunnell, FL 32110, (hereafter referred to as the "COUNTY") and the CITY OF PALM COAST, a Florida municipal corporation, whose address is 160 Lake Avenue, Palm Coast, FL 32164, (hereafter referred to as the "CITY").

WITNESSETH:

WHEREAS, the parties have the common power to construct and maintain roads within their geographical jurisdictions; and

WHEREAS, certain roads in the jurisdictional boundaries of the COUNTY road system are located within the boundaries of the CITY; and

WHEREAS, the COUNTY and the CITY are agreeable to transferring ownership, maintenance and functional responsibility of the roads hereafter specified; and

WHEREAS, the CITY and the COUNTY wish to advise the Florida Department of Transportation ("FDOT") of the transfers provided for herein by means of the COUNTY providing FDOT, District 5, with a certified copy of this Interlocal Agreement; and

WHEREAS, this Agreement is authorized pursuant to the provisions of *Chapters 125, 126, 163, and 166, Florida Statutes*, and by *Sections 335.0415 and 337.29, Florida Statutes*, and other applicable law; and

WHEREAS, the County previously relinquished jurisdiction over these roads to the

City in 2000 when the City was incorporated, and this Agreement is merely an additional manifestation of that transfer; and

WHEREAS, the parties hereto have determined that this Agreement is in furtherance of the community health, safety and welfare and the public interest;

NOW THEREFORE, in consideration of the premises herein, the parties hereby agree as follows:

Section 1. Recitals. The above recitals are true and correct and form a material part of this Agreement upon which the parties have relied.

Section 2. Purpose. The purpose of this Agreement is for the COUNTY to assign and transfer to the CITY ownership, jurisdiction over and full functional responsibility for the rights-of-way for the public roads within the Midway Park and Whispering Pines subdivisions, including the maintenance responsibility and entire right-of-way for Bulldog Drive, as described in Exhibit "A" attached hereto and made a part hereof.

Section 3. Transfer of Responsibility. The CITY has and shall have ownership of, plenary authority over and full responsibility for the functional operation and maintenance of the roads specified in Section 2 above effective with the incorporation of the City. The parties confirm that all of the COUNTY'S rights, responsibilities, liabilities, duties and obligations as to the referenced roads have been transferred to and assumed by the CITY and the subject roads are and have been deemed CITY streets for all intents, purposes, and effects.

Section 4. Limitations of Agreement. It is not the intent of this Agreement to change the jurisdiction of the parties in any manner except as specifically provided herein. All other policies, rules, regulations and ordinances of the COUNTY and the CITY will continue to apply as to properties located within the jurisdictional boundaries of each

party hereto. The maintenance of side roads, street name signs and stop signs are the responsibilities of the parties in whose jurisdiction such roads and signs are located, except as otherwise proved herein.

Section 5. Other Agreements. The parties agree to execute such instruments and documents as may be required to effectuate this Agreement.

Section 6. Employee Status. Persons employed by the CITY in the performance of services and functions pursuant to this Agreement shall not be deemed to be the employees or agents of the COUNTY, nor shall they have any claims to pensions, worker's compensation, unemployment compensation, civil service or other employee rights or privileges granted to the COUNTY'S officers and employees either by operation of law or by the COUNTY. Persons employed by the COUNTY in the performance of services and functions pursuant to this Agreement shall not be deemed to be the employees or agents of the CITY, nor shall they have any claims to pensions, worker's compensation, unemployment compensation, civil service or other employee rights or privileges granted to the CITY's officers and employees either by operation of law or by the CITY.

Section 7. Indemnification. Neither party to this Agreement its officers, employees or agents shall be deemed to assume any liability for the acts, omissions or negligence of the other party, its officers, employee or agents, except as provided by this Agreement.

Section 8. Notices.

(a) Whenever either party desires to give notice to the other party, notice may be sent to:

For the COUNTY:

Flagler County
Attn: County Administrator
1769 E. Moody Blvd.
Bunnell, FL 32110

For the CITY:
City of Palm Coast
Attn: City Clerk
160 Lake Avenue
Palm Coast, FL 32164

(b) Either party may change, by written notice as provided herein, the addresses or persons for receipt of notices. Each such notice shall be deemed delivered on the date delivered if by personal delivery or on the date of transmission if by facsimile, or on the date upon which the return receipt is signed or delivery is refused or notice is designated by the postal authorities as not deliverable, as the case may be, if mailed or date of delivery by overnight delivery services as evidenced by a service receipt.

Section 9. Counterparts. This Agreement may be executed in any number of counterparts each of which, when executed and delivered, shall be an original, but all counterparts shall together constitute one and the same instrument.

Section 10. Entire Agreement. This Agreement constitutes the entire agreement of the parties with respect to the subject matter hereof, and neither this Agreement nor any portion of it may be altered, modified, waived, deleted or amended except by a written instrument equal in dignity herewith and executed by the parties to be bound thereby. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter of this Agreement.

Section 11. Binding Effect. This Agreement shall be binding upon and inure to the benefit of the successors in interest, transferees and assigns of the parties.

Section 12. Public Records. The parties shall allow public access to all documents, papers, letters or other materials subject to the provisions of *Chapter 119*,

Florida Statutes, which have been made or received in conjunction with this Agreement.

Section 13. Conflict of Interest. Both parties agree that they will not commit any act in the performance of its obligations pursuant to this Agreement that would create a conflict of interest, as defined by *Chapter 112, Florida Statutes*.

Section 14. Effective Date. This Agreement shall take effect on the date that it is recorded with the Clerk of the Court.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the date first written.

BOARD OF COUNTY COMMISSIONERS
OF FLAGLER COUNTY, FLORIDA

By: _____
Nate McLaughlin, Chair

ATTEST:

Tom Bexley, Clerk of Courts and
Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

CITY OF PALM COAST, FLORIDA

By: _____
Milissa Holland, Mayor

ATTEST:

Virginia A. Smith, City Clerk

Date: _____

APPROVED AS TO FORM:

William Reischmann, City Attorney

PREPARED BY:
Catherine D. Reischmann, Esq.
Asst. City Attorney
111 N. Orange Ave., Ste. 2000
Orlando, FL 32801

RETURN TO:
City Clerk
City of Palm Coast
160 Lake Avenue
Palm Coast, FL 32164

QUIT-CLAIM DEED

THIS QUIT-CLAIM DEED made and executed the _____ day of _____, 2017, by **FLAGLER COUNTY**, a political subdivision of the State of Florida, whose address is 1769 E. Moody Blvd., Bunnell, FL 32110, hereinafter called the first party, to **CITY OF PALM COAST, FLORIDA**, a Florida municipal corporation, whose address is 160 Lake Avenue, Palm Coast, FL 32164, hereinafter called the second party:

WITNESSETH: That the first party for and in consideration of the sum of \$1.00, in hand paid by the said second party, the receipt whereof is hereby acknowledged, does hereby remise, release and quit-claim unto the second party forever, all the right, title, interest, claim and demand which the said first party has in and to the following described lot, piece or parcel of land, situate, lying and being in the County of Flagler, State of Florida, to wit:

SEE LEGAL DESCRIPTION AND SKETCH
ATTACHED HERETO AS EXHIBIT "A"

(Flagler County previously transferred jurisdiction over the roads legally described and sketched in Exhibit "A" to the City of Palm Coast when the City incorporated on December 31, 1999, and this Quit-Claim Deed is merely an additional manifestation of and confirms that transfer.)

TO HAVE AND TO HOLD, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said first party, either in law or equity, to the only proper use, benefit and behoof of the said second party forever.

IN WITNESS WHEREOF, the first party has signed and sealed these presents the day and year first above written.

BOARD OF COUNTY COMMISSIONERS
FLAGLER COUNTY, FLORIDA

By: _____
Nate McLaughlin, Chair

ATTEST:

APPROVED AS TO FORM:

Tom Bexley, Clerk of the
Circuit Court and Comptroller

Al Hadeed, County Attorney

LEGAL DESCRIPTION

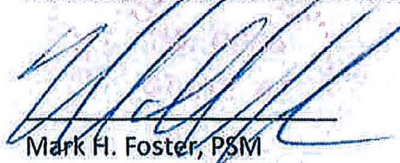
PLATTED ROADWAYS WITHIN MIDWAY PARK

Midway Drive, as shown on the map of MIDWAY PARK, per map or plat thereof as recorded in Plat Book 5, page 25, Public Records of Flagler County, Florida.

AND:

County Road as shown on the map of MIDWAY PARK, per map or plat thereof as recorded in Plat Book 5, page 25, Public Records of Flagler County, Florida.

Description Prepared By;
STANTEC CONSULTING SERVICES INC.
Certificate of Authorization No.L.B.7866



Mark H. Foster, PSM

Florida License No. L.S.5535

9/30/14
Date

LEGAL DESCRIPTION:
BULLDOG DRIVE EXISTING RIGHT-OF-WAY

THE WEST 25 FEET OF THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 8, TOWNSHIP 12 SOUTH, RANGE 31 EAST, FLAGLER COUNTY, FLORIDA, THE SAME BEING SHOWN AS COUNTY ROAD ON THE MAP OF MIDWAY PARK, PER MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 5, PAGE 25, PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA.

TOGETHER WITH:

THE EAST 25 FEET OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 7, TOWNSHIP 12 SOUTH, RANGE 31 EAST, FLAGLER COUNTY, FLORIDA, THE SAME BEING SHOWN AS COUNTY ROAD ON THE MAP OF MIDWAY PARK, PER MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 5, PAGE 25, PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA.

Description Prepared By:
STANTEC CONSULTING SERVICES INC.
Certificate of Authorization No.L.B.7866


James Darin O'Neal, PSM
Florida License No. L.S. 5926

10-7-2014
Date

MIDWAY PARK

BEING A PART OF
THE W 1/2 OF W 1/2 OF N.W 1/4 OF SEC. 8 TWP 12 S RGE
OF
FLAGLER CO. FLA.

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THE ABOVE PLAT IS A CORRECT REPRESENTATION OF THE LANDS SURVEYED AND SUBDIVIDED AND DESCRIBED ABOVE, THAT PERMANENT REFERENCE MONUMENTS HAVE BEEN PLACED ACCORDING TO THE LAWS OF THE STATE OF FLORIDA.

SIGNED THIS 4th DAY OF APRIL, 1957.


D. D. MOODY - REG. LAND SURVEYOR NO. 201

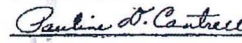


ADOPTION AND DEDICATION

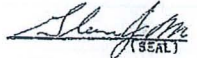
THIS IS TO CERTIFY THAT THE UNDERSIGNED GLENN J. MILLER, AND JO: HIS WIFE, RUTH R. MILLER, OF THE COUNTY OF FLAGLER AND STATE OF FLA: IS THE LAWFUL OWNER OF THE LANDS DESCRIBED IN THE CAPTION HEREOF AND HE HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED, AND THIS PLAT IN ACCORDANCE WITH SAID SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT PLAT OF SAID LANDS, AND THE STREETS SHOWN ON SAME ARE HEREBY IRREVOCABLY AND WITHOUT RESERVATION, DEDICATED TO FLAGLER COUNTY AND ITS SUCCESSORS FOREVER.

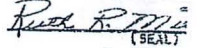
IN WITNESS WHEREOF THESE PRESENTS ARE SIGNED THIS 10th DAY OF APRIL A. D. 1957.

SIGNED AND SEALED
IN THE PRESENCE OF -


Pauline D. Cantrell


D. D. Moody


GLENN J. MILLER (SEAL)


RUTH R. MILLER (SEAL)

COUNTY COMMISSIONERS APPROVAL

I HEREBY CERTIFY THAT THE FOREGOING PLAT WAS EXAMINED AND APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, AT A REGULAR MEETING OF SAID BOARD, HELD ON THE 10th DAY OF April A. D. 1957, AT BUNNELL, FLORIDA.

ATTEST AND SEAL AFFIXED-


Pauline D. Cantrell
CLERK OF THE BOARD OF COUNTY COMMISSIONERS


Arthur R. Tucker
CHAIRMAN, BOARD OF COUNTY COMMISSIONERS, FLAGLER COUNTY, FLA.



CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THIS MAP HAS BEEN EXAMINED AND THAT IT COMPLIES IN FORM WITH CHAPTER 10275, LAWS OF FLORIDA OF 1925, AND IS FILED FOR RECORD AND RECORDED IN PLAT BOOK 5, AT PAGE 25 OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA, THIS 22nd DAY OF April A. D. 1957.


Pauline D. Cantrell
CLERK OF THE COUNTY COURT, FLAGLER COUNTY, FLORIDA

DEPUTY CLERK



ACKNOWLEDGMENT

STATE OF FLORIDA:
COUNTY OF FLAGLER:

I HEREBY CERTIFY THAT ON THIS DAY, PERSONALLY APPEARED BEFORE OFFICER DULY AUTHORIZED TO ADMINISTER OATHS AND TAKE ACKNOWLEDGMENTS GLENN J. MILLER AND HIS WIFE, RUTH R. MILLER, WHOSE NAMES ARE SET TO THE FOREGOING DEDICATION AND WHO ARE PERSONALLY KNOWN TO ME, THAT THEY ACKNOWLEDGED BEFORE ME THAT THEY EXECUTED THE SAME FOR THE PURPOSE THEREIN EXPRESSED AND AS THEIR FREE ACT AND DEED; AND THAT RUTH R. MILLER, WIFE OF THE SAID, GLENN J. MILLER, UPON AN EXAMINATION MADE SEPARATE AND APART FROM HER SAID HUSBAND, ACKNOWLEDGED BEFORE ME THAT SHE EXECUTED THE SAME FOR THE PURPOSE OF RELINQUISHING HER RIGHT AND RIGHT OF COVENANT AND DEDICATING ALL HER SOLE AND SEPARATE ESTATE AND TO THE LANDS THEREIN DEDICATED AND THAT SHE DID THE SAME FREELY VOLUNTARILY AND WITHOUT ANY COERCION, COMPELSION, APPREHENSION OR FEAR OF OR FROM HER HUSBAND.

WITNESS MY HAND AND OFFICIAL SEAL THIS 10th DAY OF APRIL, A. D. 1957.

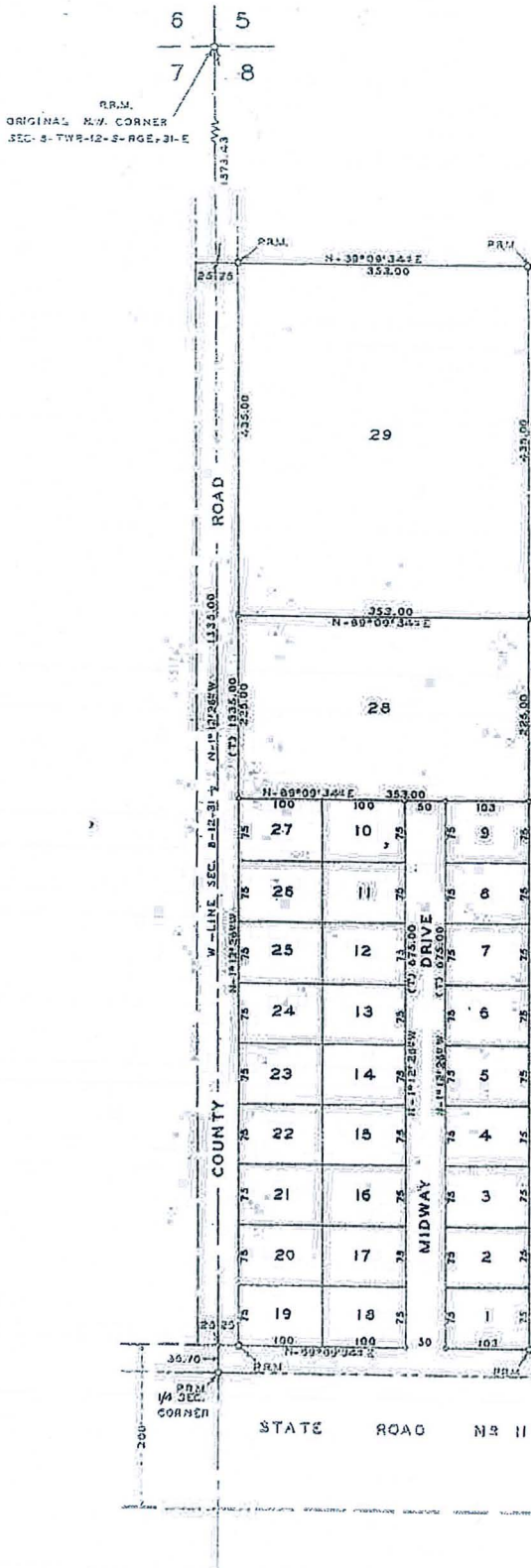

D. D. MOODY, CLERK OF FLAGLER COUNTY

BY COMMISSIONER EXPIRES 4-4-58



PARK

PART OF
OF SEC. 8 TWP. 12 S RGE. 31 E
CO. FLA.



ADOPTION AND DEDICATION

THE UNDERSIGNED GLENN J. MILLER, AND JOINED BY HIS WIFE, RUTH R. MILLER, WHOSE NAMES ARE SIGNED TO THE LANDS DESCRIBED IN THE CAPTION HEREOF AND THAT THE SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT SURVEY OF SAID LANDS AND THE STREETS SHOWN ON SAME ARE HEREBY IRREVOCABLY DEDICATED TO FLAGLER COUNTY AND ITS SUCCESSORS,

THESE PRESENTS ARE SIGNED THIS 12th DAY OF April

Glenn J. Miller
(SEAL)

Ruth R. Miller
(SEAL)

ACKNOWLEDGMENT

ON THIS DAY, PERSONALLY APPEARED BEFORE ME AN ADMINISTRATOR DUTIES AND TAKE ACKNOWLEDGMENTS, WIFE, RUTH R. MILLER, WHOSE NAMES ARE SIGNED TO THE LANDS DESCRIBED IN THE CAPTION HEREOF AND THAT THE SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT SURVEY OF SAID LANDS AND THE STREETS SHOWN ON SAME ARE HEREBY IRREVOCABLY DEDICATED TO FLAGLER COUNTY AND ITS SUCCESSORS, AND AS THEIR FREE ACT AND DEED, AND THE SAID GLENN J. MILLER, UPON AN EXAMINATION FROM HER SAID HUSBAND, ACKNOWLEDGED BEFORE ME FOR THE PURPOSE OF REQUISITIONING HER DOWER INTEREST IN ALL HER SAID AND SEPARATE ESTATE IN HER SAID LANDS AND THAT SHE DID THE SAME FREELY AND WITHOUT ANY COERCION, UNLAWFUL INFLUENCE OR UNLAWFUL RESTRAINT, APPREHENSION OR FEAR.

OFFICIAL SEAL THIS 12th DAY OF APRIL, A. D. 1957.

D. D. Moody
NOTARY PUBLIC, STATE OF FLORIDA

BEARINGS ARE REFERRED TO THE MERCATOR GRID AZIMUTH

BKS, B. 25

BY: D. D. MOODY,
REG. SURV. NO 291
APRIL 4 1957
GUNNELL FLA

LEGAL DESCRIPTION

PLATTED ROADWAYS WITHIN FIRST ADDITION TO MIDWAY PARK

Midway Drive, as shown on the map of FIRST ADDITION TO MIDWAY PARK, per map or plat thereof as recorded in Plat Book 5, page 51, Public Records of Flagler County, Florida.

Description Prepared By:
STANTEC CONSULTING SERVICES INC.
Certificate of Authorization No. L.B. 7866


Mark H. Foster, PSM

9/30/14
Date

Florida License No. L.S. 5535

FIRST ADDITION TO MIDWAY PARK

BEING A RESUBDIVISION OF LOT 28 AND PART LOT 29 OF MIDWAY PARK, RECORDED IN PLAT BC 5 AT PAGE 25, FLAGLER COUNTY, FLORIDA

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THE ABOVE PLAT IS A CORRECT REPRESENTATION OF THE LANDS SURVEYED AND SUBDIVIDED AND DESCRIBED ABOVE AND THAT PERMANENT REFERENCE MONUMENTS HAVE BEEN PLACED ACCORDING TO THE LAWS OF THE STATE OF FLORIDA

SIGNED THIS 20TH DAY OF DECEMBER, 1962.

[Signature] D. D. JOOBY - REG. LAND SURVEYOR NO. 261



ADOPTION AND DEDICATION

THIS IS TO CERTIFY THAT THE UNDERSIGNED, GLENN J. MILLER AND JOINED BY HIS WIFE, RUTH R. MILLER, OF THE COUNTY OF FLAGLER AND STATE OF FLORIDA, ARE THE LAWFUL OWNERS OF THE LANDS DESCRIBED IN THE CAPTION HEREOF AND THAT THEY HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED, AND THIS PLAT AND IN ACCORDANCE WITH SAID SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT PLAT OF SAID LANDS, AND THE STREETS SHOWN ON SAME ARE HEREBY IRREVOCABLY AND WITHOUT RESERVATION, DEDICATED TO FLAGLER COUNTY AND ITS SUCCESSORS, FOREVER.

IN WITNESS WHEREOF THESE PRESENTS ARE SIGNED THIS 2nd DAY OF January A. D. 1963.

SIGNED AND SEALED IN THE PRESENCE OF -

[Signatures of witnesses]

[Signature] (REAL) [Signature] (REAL)

COUNTY COMMISSIONERS APPROVAL

I HEREBY CERTIFY THAT THE FOREGOING PLAT HAS EXAMINED AND APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, AT A REGULAR MEETING OF SAID BOARD, HELD ON THE 7th DAY OF January A. D. 1963, AT BUNWELL, FLORIDA.

ATTEST AND SEAL AFFIXED -

[Signature] CLERK OF THE BOARD OF COUNTY COMMISSIONERS

[Signature] CHAIRMAN, BOARD OF COUNTY COMMISSIONERS, FLAGLER COUNTY, FLA.



CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THIS MAP HAS BEEN EXAMINED AND THAT IT COMPLIES IN FORM WITH CHAPTER 10275, LAWS OF FLORIDA OF 1925, AND IS FILED FOR RECORD AND RECORDED IN PLAT BOOK 5 AT PAGE 27 OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA, THIS 28th DAY OF January A. D. 1963.

[Signature] CLERK OF THE CIRCUIT COURT, FLAGLER COUNTY, FLORIDA DEPUTY CLERK



ACKNOWLEDGMENT

STATE OF FLORIDA: COUNTY OF FLAGLER:

I HEREBY CERTIFY THAT ON THIS DAY, PERSONALLY APPEARED BEFORE ME AN OFFICER DULY AUTHORIZED TO ADMINISTER OATHS AND TAKE ACKNOWLEDGMENTS, GLENN J. MILLER, AND HIS WIFE, RUTH R. MILLER, WHOSE NAMES ARE SIGNED TO THE FOREGOING DEDICATION AND WHO ARE PERSONALLY KNOWN TO ME, AND THAT THEY ACKNOWLEDGED BEFORE ME THAT THEY EXECUTED THE SAME FOR THE PURPOSE THEREIN EXPRESSED AND AS THEIR FREE ACT AND DEED; AND THE SAID RUTH R. MILLER, WIFE OF THE SAID, GLENN J. MILLER, UPON AN EXAMINATION MADE SEPARATE AND APART FROM HER SAID HUSBAND, ACKNOWLEDGED BEFORE ME THAT SHE EXECUTED THE SAME FOR THE PURPOSE OF RELINQUISHING HER POWER AND RIGHT OF DOWER AND DEDICATING ALL HER SOLE AND SEPARATE ESTATE IN AND TO THE LANDS THEREIN DEDICATED AND THAT SHE DID THE SAME FREELY AND VOLUNTARILY AND WITHOUT COERCION, CONTRAINT, APPREHENSION OR FEAR OF OR FROM HER HUSBAND.

WITNESS MY HAND AND OFFICIAL SEAL THIS 2nd DAY OF January A. D. 1963.

[Signature] DEPUTY PUBLIC, STATE OF FLORIDA AT LARGE

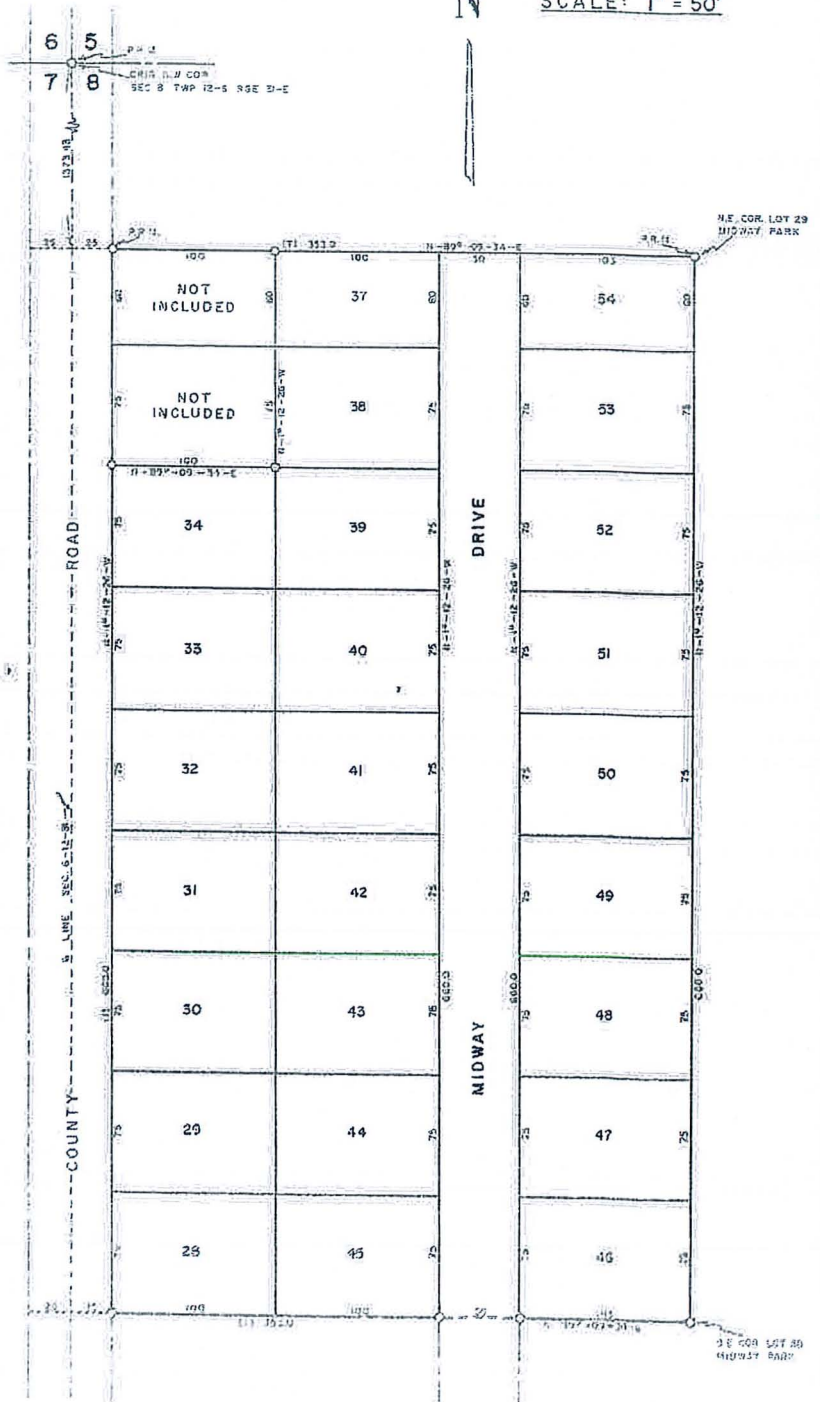
BY COMMISSIONER EXHIBIT: 4-6-63



ADDITION TO Y PARK

SION OF LOT 28 AND PART OF
PARK. RECORDED IN PLAT BOOK
LAGLER COUNTY, FLORIDA

SCALE: 1" = 50'



ADOPTION AND DEDICATION

BEFORE THAT THE UNDERSIGNED, GLENN J. MILLER AND JOINED BY
RUTH B. MILLER, OF THE COUNTY OF FLAGLER AND STATE OF FLORIDA,
AS OF THE LANDS DESCRIBED IN THE CAPTION HEREOF AND THAT
THE SAME TO BE SURVEYED AND SUBDIVIDED, AND THIS PLAT MADE
SAID SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT
AND THE STREETS SHOWN ON SAME ARE HEREBY IRREVOCABLY
AND DEDICATED TO FLAGLER COUNTY AND ITS SUCCESSORS,

IF THESE PRESENTS ARE SIGNED THIS 2ND DAY OF January.

Glenn J. Miller
(SEAL)

Ruth B. Miller
(SEAL)

ACKNOWLEDGMENT

THAT ON THIS DAY, PERSONALLY APPEARED BEFORE ME AN
AUTHORIZED TO ADMINISTER OATHS AND TAKE ACKNOWLEDGMENTS,
I HIS WIFE, RUTH B. MILLER, WHOSE NAMES ARE SIGNED
DICATION AND WHO ARE PERSONALLY KNOWN TO ME, AND
ED BEFORE ME THAT THEY EXECUTED THE SAME FOR THE
REASONED AND AS THEIR FREE ACT AND DEED; AND THE SAID
OF THE SAID, GLENN J. MILLER, UPON AN EXAMINATION
PART FROM HER SAID HUSBAND, ACKNOWLEDGED BEFORE ME
HE SAME FOR THE PURPOSE OF RELINQUISHING HER INTEREST
AND DEDICATING ALL HER SOLE AND SEPARATE ESTATES IN
BEING DEDICATED AND THAT SHE DID THE SAME FREELY AND
WITHOUT COMPELSION, CONSTRAINT, APPREHENSION OR FEAR OF

AND OFFICIAL SEAL THIS 2ND DAY OF January, A. D.

D. O. Moody
NOTARY PUBLIC, STATE OF FLORIDA,
AT LARGE



DIARIES ARE REFERRED TO THE
RECORDS SECTION OF THE
COUNTY CLERK'S OFFICE


BK 5 Plat 1
D. O. MOODY
REG. SURV. NO. 201
GAINESVILLE, FLA.

LEGAL DESCRIPTION

PLATTED ROADWAYS WITHIN WHISPERING PINES PARK

Family Avenue, Dunson Avenue, and Jarosz Street, as shown on the map of WHISPERING PINES PARK, per map or plat thereof as recorded in Plat Book 5, page 23, Public Records of Flagler County, Florida.

Description Prepared By:
STANTEC CONSULTING SERVICES INC.
Certificate of Authorization No.L.B.7866


Mark H. Foster, PSM
Florida License No.L.S.5535

9/30/14
Date

WHISPERING PINE

BEING A SUBDIVISION OF
TRACT-10-BLOCK-B-SEC-8-TWP-12-S-RGE
ACCORDING TO PLAT RECORDED IN
PLAT BOOK-1-AT PAGE-1
FLAGLER CO. FLA.

ADOPTION AND DEDICATION

THIS IS TO CERTIFY THAT THE UNDERSIGNED, GEORGE JAROSZ, AND JOINED BY HIS WIFE, RUBY DUNSON JAROSZ, OF THE COUNTY OF FLAGLER AND STATE OF FLORIDA, IS THE LAWFUL OWNER OF THE LANDS DESCRIBED IN THE CAPTION HEREOF AND THAT HE HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED, AND THIS PLAT MADE IN ACCORDANCE WITH SAID SURVEY IS HEREBY ADOPTED AS THE TRUE AND CORRECT PLAT OF SAID LANDS, AND THE STREETS SHOWN ON SAME ARE HEREBY IRREVOCABLY AND WITHOUT RESERVATION, DEDICATED TO FLAGLER COUNTY AND ITS SUCCESSORS, FOREVER,
IN WITNESS WHEREOF THESE PRESENTS ARE SIGNED THIS 14th DAY OF July A. D. 1956.

SIGNED AND SEALED
IN THE PRESENCE OF -

Pauline C. Hunter
Clara P. Lard

George Jarosz
(SEAL)
Ruby Dunson Jarosz
(SEAL)

ACKNOWLEDGMENT

STATE OF FLORIDA
COUNTY OF FLAGLER:

I HEREBY CERTIFY THAT ON THIS DAY, PERSONALLY APPEARED BEFORE ME AN OFFICER DULY AUTHORIZED TO ADMINISTER OATHS AND TAKE ACKNOWLEDGMENTS, GEORGE JAROSZ AND HIS WIFE, RUBY DUNSON JAROSZ, WHOSE NAMES ARE SIGNED TO THE FOREGOING DEDICATION AND WHO ARE PERSONALLY KNOWN TO ME, AND THAT THEY ACKNOWLEDGED BEFORE ME THAT THEY EXECUTED THE SAME FOR THE PURPOSE THEREIN EXPRESSED AND AS THEIR FREE ACT AND DEED; AND THE SAID RUBY DUNSON JAROSZ, WIFE OF THE SAID GEORGE JAROSZ, UPON AN EXAMINATION MADE SEPARATE AND APART FROM HER SAID HUSBAND, ACKNOWLEDGED BEFORE ME THAT SHE EXECUTED THE SAME FOR THE PURPOSE OF RELINQUISHING HER DOWER AND RIGHT OF DOWER AND DEDICATING ALL HER SOLE AND SEPARATE ESTATE IN AND TO THE LANDS THEREIN DEDICATED AND THAT SHE DID THE SAME FREELY AND VOLUNTARILY AND WITHOUT ANY COMPELSION, CONSTRAINT, APPREHENSION OR FEAR OF OR FROM HER HUSBAND,
WITNESS MY HAND AND OFFICIAL SEAL THIS 14th DAY OF July A. D. 1956.

MY COMMISSION EXPIRES 4-6-59

W. J. Conway
NOTARY PUBLIC, STATE OF FLA. AT LARGE

ERING PINES PARK

BEING A SUBDIVISION OF
TRACT-10-BLOCK-B-SEC-8-TWR-12-S-RGE-31-E
ACCORDING TO PLAT RECORDED IN
PLATBOOK-1-AT PAGE-1
FLAGLER CO. FLA.

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THE ABOVE PLAT IS A CORRECT REPRESENTATION OF THE LANDS SURVEYED AND SUBDIVIDED AND DESCRIBED ABOVE, THAT PERMANENT REFERENCE MONUMENTS HAVE BEEN PLACED ACCORDING TO THE LAWS OF THE STATE OF FLORIDA.
SIGNED THIS 12th DAY OF July A. D. 1956.

D. D. MOODY - REG. LAND SURVEYOR NO. 251

COUNTY COMMISSIONERS APPROVAL

I HEREBY CERTIFY THAT THE FOREGOING PLAT WAS EXAMINED AND APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, AT A REGULAR MEETING OF SAID BOARD, HELD ON THE 22nd DAY OF July A. D. 1956, AT BUNNELL, FLORIDA.

ATTEST AND SEAL AFFIXED -

Roy E. Harbick
CLERK OF THE BOARD OF COUNTY COMMISSIONERS

E. A. Hunter
CHAIRMAN, BOARD OF COUNTY COMMISSIONERS
FLAGLER COUNTY, FLORIDA.

CLERK'S CERTIFICATE

I HEREBY CERTIFY THAT THIS MAP HAS BEEN EXAMINED AND THAT IT COMPLIED IN FORM WITH CHAPTER 10275, LAWS OF FLORIDA OF 1925, AND IS FILED FOR RECORD AND RECORDED IN PLAT BOOK 5 AT PAGES 22 & 23 OF THE PUBLIC RECORDS OF FLAGLER COUNTY, FLORIDA, THIS 22nd DAY OF July A. D. 1956.

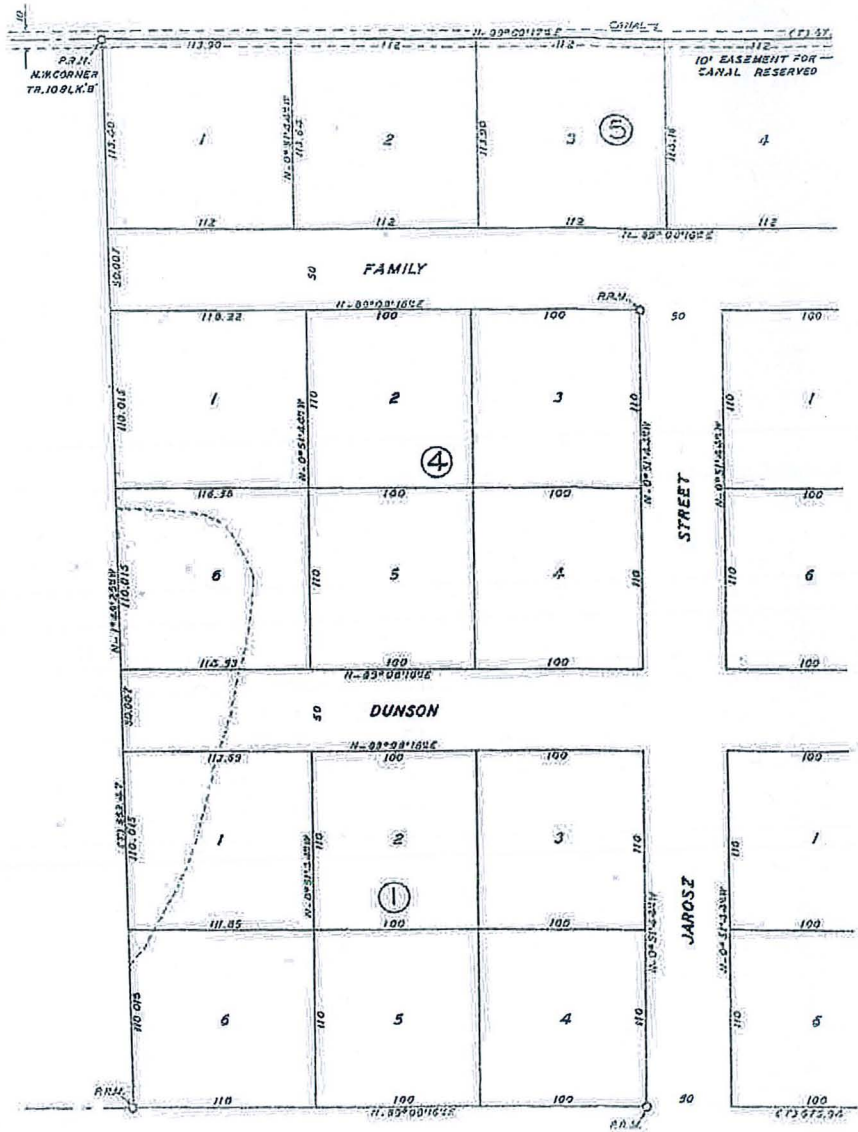
Roy E. Harbick
CLERK OF THE DISTRICT COURT, FLAGLER
COUNTY, FLORIDA.

DEPUTY CLERK

Book 5 Pg 22
D. D. MOODY
REG. SURV. N 3 251
JULY 10 1956
SHEET 1 OF 2 SHEETS

WHISPERING PINES

BEING A SUBDIVISION OF
 TRACT-10-BLOCK-B- SEC-8-TWP-12-S-RGE
 ACCORDING TO PLAT RECORDED IN
 PLATBOOK-1-AT PAGE-1
 FLAGLER CO. FLA.

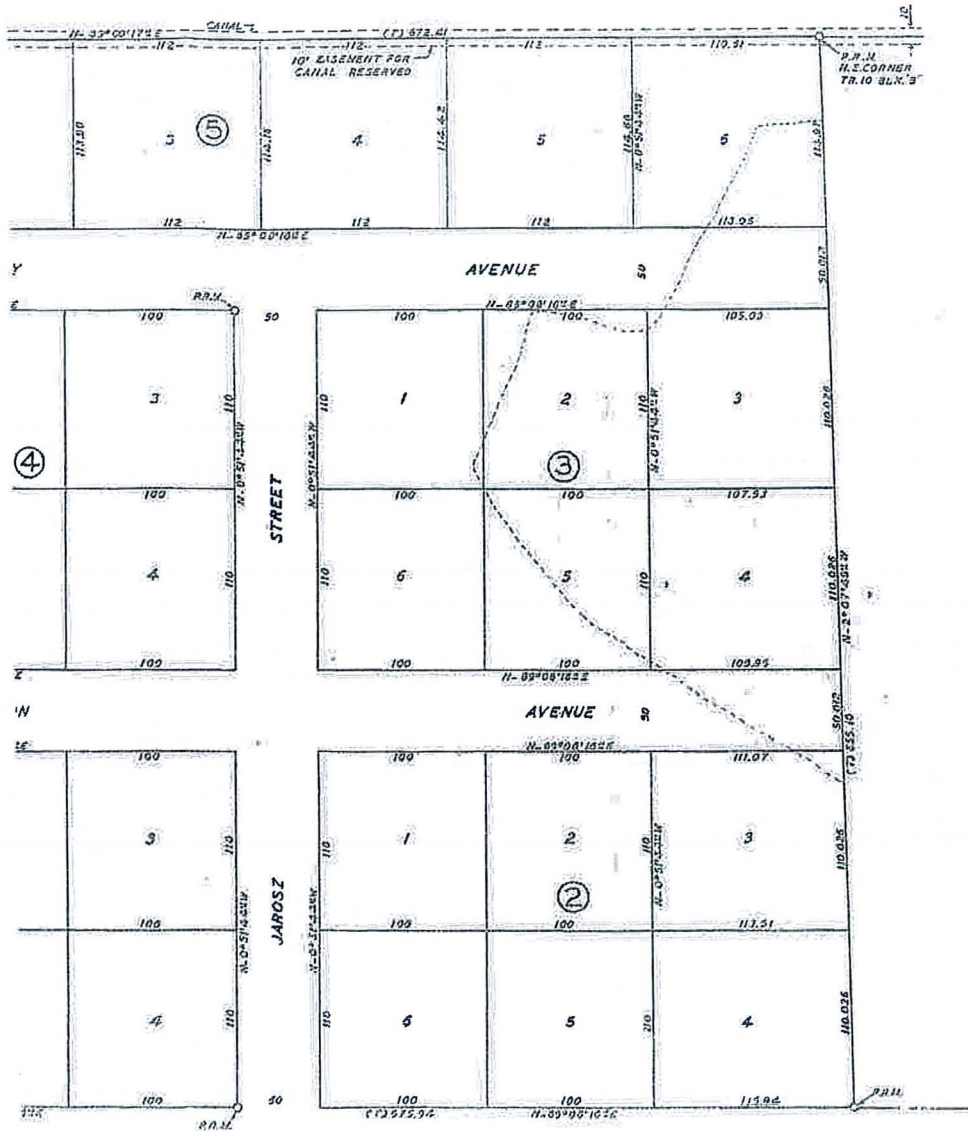


STATE HIGHWAY

BEARINGS ARE REFERRED TO MERCATOR GRID AZIMUTH

ERING PINES PARK

BEING A SUBDIVISION OF
TRACT-10-BLOCK-B-SEC-B-TWP-12-S-RGE-31-E
ACCORDING TO PLAT RECORDED IN
PLAT BOOK-1 AT PAGE-1
FLAGLER CO. FLA.



HIGHWAY

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72.0

BY: O.D. MOODY
 REG. SURV. NO. 231
 JULY 10 1953
 SHEET 2 OF 2 SHEETS

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS
March 20, 2017
Item # 7j

[Staff Report and Backup Forthcoming]

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

SUBJECT: Consideration of Multiple Resolutions Supporting or Opposing Proposed Legislative Items with Potential Funding and/or Home Rule Impacts to Flagler County.

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: The regular Legislative Session began on March 7, 2017 resulting in a number of proposed bills or initiatives that have the potential to negatively impact Flagler County. Therefore, staff is bringing forward for consideration seven (7) resolutions associated with legislative initiatives of concern. Each proposed item can greatly affect local funding, home rule, county government, its citizens, and the community's way of life. Staff is seeking approval of the following resolutions:

- 1) Resolution encouraging members of the Florida Legislature to support continuously Enterprise Florida's assistance in Flagler County.
- 2) Resolution encouraging members of the Florida Legislature to support continuously Visit Florida's assistance in Flagler County.
- 3) Resolution encouraging members of the Florida Legislature to protect Home Rule Authority and oppose HB 17 and SB 1158 which would eliminate numerous ordinances and wide-ranging regulations currently in effect in the county.
- 4) Resolution encouraging members of the Florida Legislature to support legislation that retains local zoning authority with respect to short-term vacation rental properties thereby preserving the integrity of Flagler County's neighborhoods and communities.
- 5) Resolution opposing the relocation of Flagler County from the Department of Transportation District 5 to District 2. FDOT District 5 presently covers 9 counties: Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter, and Volusia. Whereby District 2 presently covers 18 counties: Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Gilchrist, Hamilton, Lafayette, Levy, Madison, Nassau, Putnam, St. Johns, Suwannee, Taylor, and Union. This is twice as many counties as in District 5 and may limit the County's ability to obtain needed transportation dollars for roads and airport improvements.
- 6) Resolution opposing HB 7056 expanded public noticing of tax increases and new tax-supported debt issuance and the presentation of the debt affordability ratio calculation creating an unfunded mandate. Advocating for additional time to work on the bill would allow for the ability to bring forth meaningful transparency legislation that is clear and supports the current requirements.
- 7) Resolution opposing HB 7063 which prohibits extending or increasing local option taxes if the adopted millage rate is in excess of the roll back rate in any of the three previous years and require a referendum to increase property tax, local option taxes and new tax supported debt with approval of 60 percent of the voters voting on the ballot.

Staff is also request approval to transmit a copy of each Resolution to members of the Flagler County Legislative Delegation, as well as, the Executive Director of the Florida Association of Counties and Florida City County Management Association.

Also, later this year, staff will be preparing a draft of legislative priorities for review and discussion by the Board that will result in a final list of local legislative priorities.

FUNDING INFORMATION: N/A

DEPT./CONTACT/PHONE #: Administration, Craig Coffey (386) 313-4001

RECOMMENDATION: Request the Board approve resolution:

- 08(a)1 Enterprise Florida - Retain and continue to fully fund the State Program.
- 08(a)2 Visit Florida - Retain and continue to fully fund the State Program.
- 08(a)3 Home Rule Authority – Oppose loss of ordinance and regulations currently in effect in Flagler County.
- 08(a)4 Short-Term Vacation Rental - Retain local zoning authority
- 08(a)5 Department of Transportation District - Flagler County to remain in District 5.
- 08(a)6 Tax Increase - Additional Reporting Requirement and Public Notice Requirements
- 08(a)7 Local Option Taxes – Oppose required referendum to increase property tax, local option taxes and new tax supported debt.

and; authorize the County Administrator to transmit the letter and resolutions to the members of the Flagler County Legislative Delegation, Executive Director of the Florida Association of Counties and Florida City County Management Association.

ATTACHMENTS:

1. 2017 Resolution – Enterprise Florida
 2. 2017 Resolution – Visit Florida
 3. 2017 Resolution – Home Rule Authority
 4. 2017 Resolution – Short-Term Vacation Rental
 5. 2017 Resolution – DOT District Change
 6. 2017 Resolution – Additional Public Notice Requirements
 7. 2017 Resolution – Local Option Taxes
- Flagler County Legislative Delegation - Draft Transmittal Letter



Craig M. Coffey, County Administrator



Date

RESOLUTION 2017-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ENCOURAGING MEMBERS OF THE FLORIDA LEGISLATURE TO RETAIN AND CONTINUE TO FULLY FUND ENTERPRISE FLORIDA.

WHEREAS, it is the policy of the County to stimulate economic growth in Flagler County by attracting new businesses and encouraging the expansion and retention of existing businesses within Flagler County; and

WHEREAS, Flagler County was one of the hardest hit communities during the economic downturn; and

WHEREAS, the creation of new and retention of economically productive jobs for residents within Flagler County is beneficial to the local economy; and

WHEREAS, the diversification of targeted industry within Flagler County will provide for a more stable and growing economy; and

WHEREAS, the growth of local businesses helps to keep taxes low for Flagler County and Florida residents; and

WHEREAS, the growth of local businesses (new and existing) provides career opportunities for Flagler County and Florida residents; and

WHEREAS, in Flagler County, economic development efforts included business recruitment/retention/expansion, entrepreneurship, workforce recruitment and training, marketing, property assessments and more, having resulted in an estimated \$79M annual earnings; over 1,500 direct and indirect jobs; and capital investment of over \$15M; and

WHEREAS, state and local marketing is necessary and effective when competing against other states that also actively market to draw businesses to their region; and

WHEREAS, attracting new businesses and expanding existing businesses in the area are deemed important diversification and job creation programs for the continued economic success of the County's residents; and

WHEREAS, efforts through our economic development alliances and performance-based incentives have recently and repeatedly demonstrated success in bringing businesses and jobs to Flagler County that would not have otherwise become available; and

WHEREAS, performance-based incentives, such as the State of Florida Qualified Target Industry (QTI) and Quick Response Training (QRT) programs are investments in our businesses and residents that have proven to bring solid return on the investment; and

WHEREAS, programs, such as the QTI and QRT provide an added bonus to smaller communities, such as Flagler County, in order to provide for a more level playing field when we are competing with larger, more urban communities or other states; and

WHEREAS, Enterprise Florida has in recent years modified the incentive program agreements to be performance-based; and

WHEREAS, successful economic development today requires a focused entity with a proactive program to market, recruit and expand businesses, negotiate incentives, direct investment, and provide ongoing services on a Statewide and local level.

NOW, THEREFORE, BE IT RESOLVED that the Flagler County Board of County Commissioners does hereby recommend the continuance and full funding of the State program, Enterprise Florida, including its incentive programs, in accordance with the recommendations of Governor Rick Scott.

ADOPTED this 20th day of March, 2017.

**Board of County Commissioners
Flagler County, Florida**

Nate McLaughlin
Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court
And Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

RESOLUTION 2017-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ENCOURAGING MEMBERS OF THE FLORIDA LEGISLATURE TO RETAIN AND CONTINUE TO FULLY FUND VISIT FLORIDA, AS RECOMMENDED BY FLORIDA GOVERNOR RICK SCOTT.

WHEREAS, tourism is of critical importance for the overall health of the Flagler County and the State of Florida economies; and

WHEREAS, tourism revenue helps keep taxes low for Flagler County and Florida residents; and

WHEREAS, without travel, Florida residents would owe \$1,535 more in state and local taxes to sustain their current level of essential services; and

WHEREAS, in 2015, visitors to Florida spent \$108.8 billion generating \$11.3 billion in state and local taxes (nearly 30% of total tax receipts) and supporting 1.4 million Florida jobs; and

WHEREAS, in 2015, out-of-state visitors to Flagler County created \$332 million in direct visitor spending, generating \$28 million in state and local tax revenues and supporting 5,063 jobs as a result of direct, indirect and induced employment; and

WHEREAS, without travel, Florida's 5.4% unemployment rate would have reached 20% in 2015; and

WHEREAS, since 2010 travel jobs in Florida have increased by 20% (highest rate in the U.S.); and

WHEREAS, for every \$1 the state invests in the state program, VISIT FLORIDA, \$3.20 in tax revenue is generated; and

WHEREAS, for every \$1 Flagler County invests in Palm Coast and the Flagler Beaches, \$9.94 in tax revenue is generated; and

WHEREAS, from 2010 to 2015, VISIT FLORIDA's total budget increased \$43.3 million resulting in a visitor spending increase of \$30 billion; and

WHEREAS, from 2010 to 2015, traveler spending in Florida grew 38%; and

WHEREAS, with only a 2 percent reduction in travel, Florida would lose \$2.2 billion in travel spending, \$225 million in tax revenue, and 28,000 jobs; and

WHEREAS, the State of Florida and Flagler County should take note of the cautionary tales of cutting tourism funding in states such as Colorado, Pennsylvania and Washington; and

WHEREAS, state marketing is necessary and effective when competing against other states that also actively market to draw tourists to their destinations.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby recommends the continuance of and the full funding of VISIT FLORIDA, in accordance with the recommendations of Governor Rick Scott.

ADOPTED this 20th day of March, 2017.

**Board of County Commissioners
Flagler County, Florida**

Nate McLaughlin
Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court
And Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

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)

RESOLUTION 2017-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ENCOURAGING MEMBERS OF THE FLORIDA LEGISLATURE TO OPPOSE HB 17 AND SB 1158 WHICH WOULD PREEMPT LOCAL GOVERNMENT HOME RULE AUTHORITY AND THREATEN THE EXISTENCE OF NUMEROUS AND WIDE-RANGING REGULATIONS OF COMMERCE AND BUSINESSES CURRENTLY IN EFFECT IN THE COUNTY UNLESS SUCH REGULATIONS ARE EXPRESSLY AUTHORIZED BY GENERAL LAW.

WHEREAS, prior to 1968, Florida counties and municipalities could exercise only those powers specifically granted by the Florida Legislature; and

WHEREAS, due to the inability of counties and municipalities to act without specific legislative authorization, in 1967 alone, the Florida Legislature enacted 1,125 special or local laws; and

WHEREAS, in 1968, Florida voters amended the state constitution to confer upon charter counties broad “home rule” powers and further authorize the Legislature to grant such home rule powers to non-charter counties and municipalities as well; and

WHEREAS, as a non-charter county, Flagler County’s (“County”) home rule authority flows directly from Article VIII, Section 1(f), of the Florida Constitution, pursuant to which the County is expressly granted “shall have the power of self-government as is provided by general or special law,” and may, further, “enact county ordinances not inconsistent with general law or special law”; and

WHEREAS, HB 17, if enacted, would prohibit counties and municipalities from adopting or imposing new regulations on a business, profession, or occupation not expressly authorized by general law and require the repeal of existing regulations; and

WHEREAS, SB 1158, if enacted, would preempt the County’s authority to adopt and enforce regulations relating to commerce, trade, or labor unless expressly authorized by law, and further prohibits any local regulation having an adverse impact on economic growth, business competitiveness, and productivity; and

WHEREAS, HB 17 and SB 1158 represent the antithesis of the home rule concept, pursuant to which the County has creatively solved problems and addressed local issues and concerns unique to the County and its residents; and

WHEREAS, the enactment of HB 17 and/or SB 1158 would impact the validity and enforceability of numerous existing County regulations that are not expressly authorized by general law but rather have been enacted pursuant to the County’s home rule authority, including but not limited to ordinances, comprehensive plan provisions,

resolutions, and other regulations pertaining, for example, to: building height, density, lot occupancy, and other land development standards and restrictions; signage; noise; landscaping; short term vacation rental, the operation of adult entertainment establishments; the location of businesses selling alcoholic beverages; home businesses; property maintenance standards and requirements; the preparation and review of commercial site plans; prohibitions against nuisance accumulations; the location of gas stations and wireless communications facilities; utilities; special events; and live entertainment; and

WHEREAS, in the event the County is unable to regulate these and other matters of local importance, the burden and responsibility for addressing such issues would shift back to the Florida Legislature, a 160 member body that is constitutionally focused on matters of State-wide importance, which meets only once a year for 60 days, and is located outside the geographic limits of Flagler County, making it difficult for local citizens to effectively petition the Florida Legislature for change; and

WHEREAS, the Flagler County Board of County Commissioners strongly believes that opposing HB 17 and SB 1158 is in the best interest of County residents and businesses.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Flagler County, Florida hereby expresses its opposition to HB 17 and SB 1158, wishes to protect Home Rule authority and respectfully encourages all members of the Florida Legislature to oppose such bills.

ADOPTED this 20th day of March, 2017.

**Board of County Commissioners
Flagler County, Florida**

Nate McLaughlin
Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court
And Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

RESOLUTION 2017-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ENCOURAGING MEMBERS OF THE FLORIDA LEGISLATURE TO SUPPORT LEGISLATION THAT RESTORES LOCAL ZONING AUTHORITY WITH RESPECT TO SHORT-TERM VACATION RENTAL PROPERTIES, THEREBY PRESERVING THE INTEGRITY OF FLAGLER COUNTY'S NEIGHBORHOODS AND COMMUNITIES.

WHEREAS, prior to 2011 Florida's cities and counties regulated local land use issues and decisions under the Home Rule authority granted them by the Florida Constitution; and

WHEREAS, the 2011 Florida Legislature enacted House Bill 883 (Florida Chapter 2011-119, Laws of Florida)(hereafter "HB 883") which preempted the local regulation of a specific land use commonly called, "short-term vacation rentals" (transient rentals less than 30 days in duration and commonly located in residential areas); and

WHEREAS, the preemption bill provided for very little oversight from the State for short term vacation rentals and, for example, did not provide for staffing for mandatory or randomized inspection of the short-term vacation rental units and applied relaxed standards for short-term vacation rentals when compared to hotels, motels, and bed and breakfast establishments; and

WHEREAS, House Bill 883 prevented local communities from enacting new regulations necessary to address any negative impacts caused by short-term vacation rentals; and

WHEREAS, Chapter 720 of Florida Statutes provides for the formation and operation of homeowners' associations, independent of government authority; and

WHEREAS, homeowners' associations may or may not exist in all single- and two-family residential neighborhoods; and

WHEREAS, homeowners' associations may not legally be able to fully address all issues regarding short-term vacation rentals; and

WHEREAS, the 2014 Florida Legislature enacted Senate Bill 356 (Florida Chapter 2014-71, Laws of Florida) (hereafter "SB 356") which rescinded the previous preemption on local regulation of short-term vacation rentals, but provided that a local law, ordinance, or regulation adopted after June 1, 2011 may not prohibit short-term vacation rentals or regulate the duration or frequency of rental of vacation rentals; and

WHEREAS, SB 356 returned some local control back to communities to mitigate the effects of short-term vacation rentals in an attempt to make them safer, more compatible with existing neighborhoods, and accountable for their proper operation; and

WHEREAS, single family residential neighborhoods and their required infrastructure are generally designed to accommodate typical single-family residential homes with two to three persons per household on average; and

WHEREAS, local governments apply design standards tailored for residential neighborhoods for their roads, driveways, emergency services planning, public shelters,

emergency evacuation plans, solid waste collection, utilities, buffers, and are also tailored in assessing their infrastructure impacts and their corresponding fair and proportionate impact/connection fees; and

WHEREAS, permanent single-family home residents inherently understand and know their physical surroundings, to include any safety gaps and potential risks to their families because they have daily familiarity with their homes and neighborhoods; and

WHEREAS, short-term vacation rental occupants, due to the transient nature of their occupancy, are unfamiliar with local hurricane evacuation plans, the location of fire extinguishers, residence exit routes, pool and home safety features, and other similar safety measures that would readily be provided to guests in traditional lodging establishments; and

WHEREAS, SB 356 enabled local governments to address life safety concerns by working collaboratively with both the residents and those representing the vacation rental industry to address the concerns; and

WHEREAS, Flagler County needs to retain its Home Rule authority in order to effectively work for its respective communities.

NOW, THEREFORE, BE IT RESOLVED that the Flagler County Board of County Commissioners does hereby support legislation that restores local zoning authority with respect to short-term rental properties thereby preserving the integrity of Flagler County's neighborhoods and communities.

ADOPTED this 20th day of March, 2017.

**Board of County Commissioners
Flagler County, Florida**

Nate McLaughlin
Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court
And Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

RESOLUTION 2017-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, OPPOSING THE RELOCATION OF FLAGLER COUNTY FROM THE DEPARTMENT OF TRANSPORTATION DISTRICT 5 TO DISTRICT 2.

WHEREAS, the Florida Department of Transportation (FDOT) is an executive agency that reports directly to the Governor and is statutorily responsible for coordinating the planning and development of a safe, viable, and balanced state transportation system serving all regions of the state; and

WHEREAS, the FDOT is a decentralized agency and is composed of seven geographic districts, with Flagler County being located in District 5; and

WHEREAS, FDOT District 5 presently covers nine (9) counties: Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter and Volusia; and

WHEREAS, FDOT District 2 presently covers eighteen (18) counties: Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Gilchrist, Hamilton, Lafayette, Levy, Madison, Nassau, Putnam, St. Johns, Suwannee, Taylor and Union; and

WHEREAS, FDOT District 2 which has twice as many counties as in District 5; and

WHEREAS, Flagler County is a member of the River to Sea Transportation Planning Organization (TPO), which is an independent organization responsible for the planning and programming of all Federal and State transportation funds with in District 5; and

WHEREAS, TPO is the primary forum which member local governments and citizens voice concerns, identify priorities, and plan for transportation improvements for all modes of transportation; and

WHEREAS, if Flagler County were to be added as the 19th county in District 2, it will become lost among the other counties and would be less effective in advancing its transportation needs for roads and airport infrastructure; and

WHEREAS, Flagler County's travel market, the governance structure of inclusiveness and the relationship with FDOT District 5 and the TPO in gaining the necessary financial support is critical to the County.

NOW, THEREFORE, BE IT RESOLVED that the Flagler County Board of County Commissioners does hereby oppose the relocation of Flagler County from the Department of Transportation District 5 to District 2.

ADOPTED this 20th day of March, 2017.

**Board of County Commissioners
Flagler County, Florida**

Nate McLaughlin
Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court
And Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

RESOLUTION 2017-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ENCOURAGING MEMBERS OF THE FLORIDA LEGISLATURE OPPOSING HB 7065 WHICH WOULD CREATE ADDITIONAL REPORTING REQUIREMENTS TO THE AUDITOR GENERAL AND EXPAND PUBLIC NOTICE OF TAX INCREASES AND NEW TAX-SUPPORTED DEBT ISSUANCE AND ADVOCATING FOR ADDITIONAL TIME TO BRING FORTH MEANINGFUL TRANSPARENCY LEGISLATION.

WHEREAS, local governments, which includes over 400 cities, 134 Counties and School Districts and over 100 Special Districts, are continuously working to enhance transparency and listen to citizens for ways to better make information available to the public; and

WHEREAS, there are numerous provisions contained within Florida Statute Chapters 125, 129 and 200 requiring public hearings and notice of meetings to inform citizens; and

WHEREAS, local governments have processes in place to meet the standards of public notice and budget the cost associated with running ads in the newspaper to providing such notice; and

WHEREAS, proposed HB 7065 requires an additional layer of public notices related to debt by requiring the publication of a debt affordability ratio, which is a ratio that measures the relationship between debt service obligations and the ability to repay the debt; and

WHEREAS, local governments using the common financing mechanism known as "covenant to budget and appropriate" which includes all legally available revenues except property taxes, will be confused by the application of the proposed legislation; and

WHEREAS, debt burden alone is not a good indication of financial responsibility and debt ratios vary widely even among highly rated issuers; and

WHEREAS, HB 7065 would require additional procedures from the independent auditor for reporting to the Auditor General which will require additional fees; and

WHEREAS, non-compliance with the new proposed legislation that would have an effective date of July 1, 2017, requires evidence of corrective action to the Auditor General and failure to comply could adversely impact the local government revenue sharing; and

WHEREAS, adequate rules and incentives for reporting can be created and complied with absent the threat of decreased revenue sharing; and

WHEREAS, advocating for additional time is necessary to allow for the ability to bring forth meaningful transparency legislation that is clear and supports the current requirements.

NOW, THEREFORE, BE IT RESOLVED that the Flagler County Board of County Commissioners do hereby oppose the current legislation for expanded public noticing of tax increases and new tax-supported debt issuance and the presentation of the debt affordability ratio calculation.

ADOPTED this 20th day of March, 2017.

**Board of County Commissioners
Flagler County, Florida**

Nate McLaughlin
Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court
And Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney

RESOLUTION 2017-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, ENCOURAGING MEMBERS OF THE FLORIDA LEGISLATURE TO OPPOSE HB 7063 WHICH WOULD PROHIBIT EXTENDING OR INCREASING LOCAL OPTION TAXES IF THE ADOPTED MILLAGE RATE IS IN EXCESS OF ROLLED BACK RATE IN ANY OF THREE PREVIOUS YEARS AND REQUIRE REFERENDUM TO INCREASE PROPERTY TAX, LOCAL OPTION TAXES AND NEW TAX SUPPORTED DEBT WITH APPROVAL OF 60 PERCENT OF THE VOTERS VOTING ON THE BALLOT.

WHEREAS, general elections occur in November every two years, and budget decisions are proposed and ad valorem tax rates are adopted annually; and

WHEREAS, taxpayers are represented by their elected officials to make decisions regarding budgeted expenditures and debt; and

WHEREAS, Local Option taxes are shared between Counties and Cities and are enacted for specific endeavors such as growth management, infrastructure, supporting tourism and are not levied to fund general fund operations; and

WHEREAS, local government accounting principles require segregation of legally restricted revenues in Special Revenue Funds; and

WHEREAS, requiring a general election and 60% majority voters in favor of levying local option, property taxes and new tax supported debt would require great expense and hinder a local government's ability to respond timely to financial needs; and

WHEREAS, a restriction on the ability to increase debt would cause reserves to diminish and higher interest rates for bonds resulting in increased costs to taxpayers; and

WHEREAS, the Flagler County Board of County Commissioners respectfully requests that the Legislature examine this issue and advocate for additional time to work with the 400 cities, 134 Counties and School Districts and over 100 Special Districts that this legislation will impact.

NOW, THEREFORE, BE IT RESOLVED that the Flagler County Board of County Commissioners does hereby oppose HB 7063 titled, "Local Government Fiscal Responsibility," as it prohibits local governments from enacting, extending or increasing taxes otherwise authorized under specified conditions and requires local governments to receive voter approval for issuance of any new tax-supported debt with a term of more than five years.

ADOPTED this 20th day of March, 2017.

**Board of County Commissioners
Flagler County, Florida**

Nate McLaughlin
Chair

ATTEST:

Tom Bexley, Clerk of the Circuit Court
And Comptroller

APPROVED AS TO FORM:

Al Hadeed, County Attorney



Board of County Commissioners

1769 E. Moody Blvd Bldg 2
Bunnell, FL 32110
Phone: 386-313-4001



Attachment 8

March 20, 2017

Honorable Travis Hutson
312 Senate Office Building
404 South Monroe Street
Tallahassee, FL 32399-1100

hutson.travis@flsenate.gov
curbow.danielle@flsenate.gov
kauffmann.matthew@flsenate.gov

Honorable Paul Renner
1102 The Capitol
402 South Monroe Street
Tallahassee, FL 32399

paul.renner@myfloridahouse.gov
anna.decerchio@myfloridahouse.gov

Dear Legislators:

As locally elected leaders, we are struggling with several pieces of legislation being brought forward for your consideration under the pretext of transparency, fiscal responsibility, or based on a single problem issue somewhere in the State.

Much of the legislation seems to be negative and ideologically driven with no real understanding of what local government does, or how it operates; or what it actually takes to govern on a local level. Many times these bills will add new costs to the taxpayers, increase local taxes through tax shifts (creating new winners and losers) or force services to be cut when local revenues are eliminated or capped. Some of the specific legislative proposals would specifically hamstring a community hit a natural disaster like Hurricane Matthew from financially being able to navigate the disaster, much less replenish reserves and afford rebuilding. We are hoping that you will be our legislative protectors from such poor, ill-conceived legislation.

As a main theme, we seek with all legislation that crosses your desk is that you continually support us and voter approved, constitutional home rule. Just as Tallahassee disagrees with preemption and dictation from Washington, management of our local interests from Tallahassee is equally frustrating. Local leaders, the closet to the people and your constituents, are elected to make decisions to provide services, deploy resources, recruit development and, overall, create great Florida communities the way local residents want. We would appreciate being able to share with you our perspectives and feedback on issues that impact us locally.

The second theme, we also ask you to protect us from is micromanagement of local revenues. All communities face drastically different problems/expenses that require the maximum flexibility to solve local problems with local revenues. The proposal to cap

Charles Ericksen, Jr.
District 1

Greg Hansen
District 2

David Sullivan
District 3

Nate McLaughlin
District 4

Donald O'Brien Jr.
District 5

revenues, mandate reserve level, and one-size fits all similar measures, are the equivalent of asking a homebuilder to build a house with only a screwdriver.

We have attached a series of County positions on various pieces of large legislation in the House and Senate (see listing below):

As always, we appreciate your efforts and the communication you have with us, our cities and residents. We are available to discuss any of the specific with you further.

Sincerely,

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS

Nate McLaughlin
Chair, District 4

Charles Ericksen, Jr.
Vice Chair, District 1

Gregory Hansen
Commissioner, District 2

David Sullivan
Commissioner, District 3

Donald O'Brien
Commissioner, District 5

ATTACHMENTS:

1. 2017 Resolution – Enterprise Florida
2. 2017 Resolution – Visit Florida
3. 2017 Resolution – Home Rule Authority
4. 2017 Resolution – Short-Term Vacation Rental
5. 2017 Resolution – DOT District Change
6. 2017 Resolution – Additional Public Notice Requirements
7. 2017 Resolution – Local Option Taxes

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

SUBJECT: Re-issuance of Ordinance Adopting an Amendment to Flagler County Ordinance 2006-20 Providing for an Amendment to the Harbor View Marina PUD Development Agreement

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: The Board of County Commissioners on December 19, 2016 at a duly noticed public hearing approved Application #3037, which requested an amendment to the Site Development Plan and Development Agreement in a PUD for Harbor View Marina. The applicant requested the amendment principally to reconfigure the single family (West) portion of the project to remove the internal canal system and reduce the single family lot count from 161 to 154 lots. The action resulted in the adoption of Flagler County Ordinance 2016-08.

Section 125.66(2)(b), Florida Statutes (2016) requires that "Certified copies of ordinances or amendments thereto enacted under this regular enactment procedure shall be filed with the Department of State by the clerk of the board of county commissioners within 10 days after enactment by said board and shall take effect upon filing with the Department of State." With one of the principal owners and signatories to the development agreement out of the country for the Holiday season, the agreement attached to the ordinance was not signed within the statutory timeframe. As a result, the ordinance was not filed with the Secretary of State and never became effective. Due to the delay in time between action by the Board and the opportunity for completion of execution of the original, it is necessary for this item to be returned to the Board of County Commissioners for re-issuance of the ordinance and filing with the Department of State in order to comply with the statutory section cited above.

The original Ordinance No. 2016-08 with its attachment is on file with the Board Secretary of the Clerk of the Court. The ordinance attached to this agenda item and its attachments are identical to the ordinance approved by the Board of County Commissioners on December 19, 2016, except that the City of Palm Coast lift station parcel has been omitted from the legal description and the City is likewise omitted from the signatories to the agreement. The effect of this is the lift station parcel will be subject to the previously approved Ordinance No. 2006-20; the lift station is presently developed and operating, and will ultimately be dedicated to the City through the final plat.

Legal notice has been provided in accordance with Chapter 125, Florida Statutes, and Section 2.07.00, Flagler County Land Development Code.

DEPT./CONTACT/PHONE #: Planning & Zoning, Adam Mengel, (386) 313-4065

RECOMMENDATION: Request the Board re-issue the ordinance amending the PUD development agreement and site development plan for the Harbor View Marina PUD.

ATTACHMENTS:

1. Ordinance
2. Legal Notice
3. Board of County Commissioners minutes from December 19, 2016 regular meeting (in part)



Craig M. Coffey, County Administrator



Date

ORDINANCE NO. 2017 - ____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, AMENDING ORDINANCE NO. 2006-20; AMENDING AND RESTATING IN ITS ENTIRETY THE HARBOR VIEW MARINA PLANNED UNIT DEVELOPMENT; PROVIDING FOR FINDINGS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Great Star Investors, LLC, submitted Application #2591 for rezoning a 112+/- acre parcel described in Ordinance No. 2006-20; and

WHEREAS, said parcel is located on the East side of Colbert Lane, North of the McKinna Yacht Basin, and South of Palm Coast Plantation Unit 2, and West of Palm Coast Plantation Unit 4; and

WHEREAS, said parcel is classified as Residential Medium Density (88.9+/- acres), Commercial Low Intensity (7.0+/- acres) and Conservation (17.5+/- acres) on the Flagler County Future Land Use Plan Map; and

WHEREAS, on July 24, 2006, the Board of County Commissioners adopted Ordinance No. 2006-20, rezoning the subject parcel to Planned Unit Development and establishing the Harbor View Marina Planned Unit Development (PUD), recorded at Official Records Book 1644, Page 317, Public Records of Flagler County, Florida, and consisting of 161 single family lots located on the West portion of the project, 461 multi-family units on the East portion of the project, a commercial lot, and a public safety lot intended for development as a County fire station; and

WHEREAS, on August 14, 2006, following the establishment of the Harbor View Marina PUD, Great Star Investors, LLC, conveyed the public safety lot, identified in the PUD as proposed Lot 167, to the Flagler County Board of County Commissioners, consisting of 3.53+/- acres and presently identified as Parcel No. 34-11-31-0000-01010-0080, said conveyance occurring through the Warranty Deed recorded at Official Records Book 1472, Page 1166, Public Records of Flagler County, Florida; and

WHEREAS, Great Star Investors VIII, LLC, acting through their successor, Sunbelt Palm Coast Marina, LLC, and WGA Investments, LLC, are now desirous of reconfiguring the 161 single family lots as originally proposed to eliminate the proposed canal and lock/boat lift system that provided canal access to each of the single family lots, providing instead that the number of single family lots are reduced from 161 to 154 (a net decrease of seven lots) and re-configuring the single family lots around a common stormwater pond, with a dry boat storage stackhouse on a common area tract located South of the single family lots; and

WHEREAS, as part of this amendment to the Harbor View PUD, the County has opted to be excluded from the amendment, reducing the PUD area from 112+/- acres by 3.53+/- acres to 109.22+/- acres; and

WHEREAS, on November 8, 2016, the Planning and Development Board conducted a public hearing on this request and voted to recommend approval of the amendment to the PUD Development Agreement and PUD Site Development Plan for the Harbor View Marina PUD; and

WHEREAS, on December 19, 2016, the Board of County Commissioners conducted a public hearing on this request and voted to approve the amendment to the PUD Development Agreement and PUD Site Development Plan for the Harbor View Marina PUD; and

WHEREAS, following Board approval of the ordinance (adopted as Ordinance No. 2016-08) approving the amended PUD Development Agreement, the Agreement attached to the ordinance at Exhibit 1 was not executed by all the signatories, resulting in the amendment not becoming effective;

WHEREAS, Sunbelt Palm Coast Marina, LLC, and WGA Investments, LLC, again request the Board's approval of an amendment to the Harbor View Marina PUD; and

WHEREAS, public notice of this action has been provided in accordance with Section 125.66, F.S., and Section 2.07.00, Flagler County Land Development Code.

NOW, THEREFORE, BE IT ORDAINED BY THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS:

Section 1. FINDINGS

- A. The above Recitals are incorporated herein as Findings of Fact.
- B. The Board of County Commissioners, pursuant Section 3.04.02 of the Flagler County Land Development Code, finds as follows:
 - 1. The existing PUD does not adversely affect the orderly development of Flagler County and complies with applicable Comprehensive Plan goals, objectives and policies; and
 - 2. The existing PUD does not adversely affect the health and safety of residents or workers in the area and will not be detrimental to the use of adjacent properties or the general neighborhood.

Section 2. ADOPTION OF DEVELOPMENT AGREEMENT

- A. The Board of County Commissioners hereby adopts the amended and restated PUD Development Agreement for the Harbor View Marina PUD, attached at Exhibit 1 to this Ordinance.

- B. Development within the boundaries of the PUD District as approved shall take place in accord with the Flagler County Land Development Code as may be modified or amended and the PUD Site Development Plan prepared by Parker Mynchenberg and Associates, Inc., and included at Exhibit "B" to the Development Agreement attached hereto as Exhibit 1 and made a part hereof.
- C. The applicant shall signify its acceptance of this Development Agreement by filing for recording into the Public Records of Flagler County, Florida, the attached Agreement with the Clerk of the Circuit Court within thirty (30) days.

Section 3. EFFECTIVE DATE

This Ordinance shall take effect upon Official Acknowledgement by the Secretary of State that the Ordinance has been filed.

PASSED AND ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, THIS 20TH DAY OF MARCH, 2017.

FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS

By: _____
Nate McLaughlin, Chair

ATTEST:

Approved as to Form:

By: _____
Tom Bexley, Clerk of the
Circuit Court and Comptroller

Albert J. Hadeed, County Attorney

Exhibit 1

HARBOR VIEW MARINA PUD DEVELOPMENT AGREEMENT

The parties, SUNBELT PALM COAST MARINA, LLC, a Nevada Limited Liability Company, and WGA INVESTMENTS, LLC, a Nevada Limited Liability Company, (hereinafter "Developer"), and FLAGLER COUNTY, a political subdivision of the State of Florida, state as follows:

WHEREAS, the Developer is the owner of a 109.21 acre, more or less, parcel of land which is situated in Flagler County. This parcel of land is to be known as HARBOR VIEW MARINA PUD, and is described more particularly in the survey and legal description, a true copy of which is attached hereto as Exhibit "A"; and

WHEREAS, the Developer desires to create a Planned Unit Development, composed of 615 residential units featuring waterfront and natural amenities, with all facilities and amenities to be owned and operated by one or more Homeowners Associations, as well as 3.53 acres of commercial low intensity uses along Colbert Lane; and

WHEREAS, the Developer has applied for a modification of an adopted PUD Development Agreement and the Planning and Development Board has recommended adoption of same; and

WHEREAS, the said PUD zoning is consistent with the Flagler County Comprehensive Plan and meets the guidelines established by the policies and the intent and purpose of Flagler County Ordinances and the Comprehensive Plan, and does promote the public health, safety, morals, general welfare and orderly growth of the area affected by the rezoning request,

THEREFORE, the parties agree as follows:

1. The proposed PUD does not affect adversely the orderly development of Flagler County and complies with the Comprehensive Plan adopted by the Flagler County Board of Commissioners; and the proposed PUD will not adversely affect the health and safety of residents or workers in the area and will not be detrimental to the use of adjacent properties or the general neighborhood.

2. (a) The Development Agreement consists of this Development Agreement

and Exhibit "B", which is a plan consisting of three (3) sheets prepared by Parker Mynchenberg and Associates, Inc., containing a graphic depiction of the Planned Unit Development. The Development Agreement shall be filed and retained for public inspection in the office of the County Planning and Zoning Department. All Development Agreement amendments other than those deemed by the Growth Management Director to be minor amendments to either this Agreement or to any exhibit hereto, as set forth in Section 3.04.02.G of the Flagler County Land Development Code, shall require the review and recommendation of the Planning and Development Board and of the Board of County Commissioners in the same manner as for the original rezoning.

(b) The Development Agreement shall be recorded in the Public Records of Flagler County, Florida, upon approval and following execution of the document by the Board of County Commissioners. The Developer shall pay all recording costs.

(c) Final Plat Approval: The Developer is required to obtain final plat approval for all improvements provided for in Exhibit "B" including, but not limited to, landscaping and infrastructure improvements.

(d) The Developer or its successor shall maintain unified ownership of the subject parcel until approval of the Master Final Plat for areas to be subdivided.

3. Land Use: The development of the parcel shall be consistent with the limits for use as prescribed for each land use area within the proposed PUD. The location and size of the land use areas are shown on Exhibit "B". Uses within the residential area shall be as provided in paragraph 4 of this Agreement. Uses within the neighborhood commercial area shall be as provided in paragraph 5 of this Agreement.

4. Residential Land Use Description: In addition to those areas designated as residential, the following uses are also expressly permitted: open space and recreational use as provided on Exhibit "B". Mobile homes are specifically prohibited as a permitted use. Temporary mobile construction offices may be permitted during construction, any such structure shall be removed within three (3) months from the receipt of a Certificate of Occupancy and/or a Certificate of Completion.

(a) Details of PUD:

(1) Total number of residential units:

- a. Single family lots: 154 (See Lots 1-154)
- b. Multi family units: 461 (See Lots 155-159)

(2) Single Family Parcel Minimum Building Setbacks: All setbacks will be measured from the adjacent property line or roadway easement to the nearest point of the dwelling unit, unless otherwise noted below:

- a. Side: 5.0 feet from the side property line; 10 feet abutting any street.
- b. Front: 20 feet
- c. Rear: 25 feet from rear lot line; Ten (10) feet from rear lot line or conservation easement, for swimming pools, screened enclosures, get-wet pools, hot tubs, patios and porches.

(3) Multi Family Parcel Minimum Building Setbacks: All setbacks will be measured from the adjacent property line or roadway easement to the nearest point of the dwelling structure, unless otherwise noted below:

- a. Side: 10 feet from the side property line;
- b. Front: 25 feet
- c. Rear: 25 feet from rear lot line, or 10 feet from any conservation easements (whichever is greater) for in ground swimming pools, screened enclosures, get-wet pools, hot tubs, patios and porches.

(4) Minimum Square Footage of living area per Unit:

- a) Single Family 1,500 sq. ft. per unit
- b) Multi Family 1,200 sq. ft. per Unit

(5) Maximum Lot Coverage for principal and accessory buildings: The total area covered with principal and accessory buildings shall not exceed 65%.

(6) Maximum Building Height:

- a) Single Family 45 feet
- b) Multi Family a "net" eighty (80) feet from existing ground elevations, including all garages, common areas, and habitable space within each building on the Harborview Parcel, not to exceed a gross height of 95 feet, as defined and measured in the Flagler County Land Development Code.

Maximum building height to be 95 feet overall (7 residential stories over 1 story of enclosed parking). Any portion of the roof line exceeding 89 feet will be for

screening of rooftop mechanical equipment and/or architectural features. Height to be measured in accordance with FCLDC Section 3.08.02 definition of "Height of Building."

c) Stack House 70 feet

(8) Minimum Separation between principal building and accessory structure on a lot: 7.5 feet

(9) Minimum Lot Size:

a) Single family 4,000 square feet/40 feet width.

5. Commercial Land Use Description: Lot 159 is the commercial tract shown on Exhibit "B" hereto. The uses to be permitted on said parcel shall be those uses permitted in any retail or business and professional offices less adult uses, fast food restaurant (drive thru), filling stations, no individual establishment may exceed 40,000 square feet gross floor area. The technical specification for such lot is as follows:

a) Building Setbacks: All setbacks will be measured from the adjacent property line to the nearest point of the building, unless otherwise noted below:

1. Side: 10 feet from the side property line 25 feet abutting any street.
2. Front: 25 feet
3. Rear: 25 feet from rear lot line
4. Colbert Lane 25 feet which shall be landscaped.

b) Maximum Gross Floor Area: 45,738 square feet

c) Maximum Lot Coverage for principal and accessory buildings: The total area covered shall not exceed 65%.

d) Maximum Building Height: 50 feet

e) Minimum Separation between buildings on a lot: shall be 7.5 feet, unless otherwise required to meet commercial fire safety code.

f) Minimum Lot Size: 20,000 square feet

6. Signs: There shall be permitted an Identification Sign on Colbert Lane with a decorative structure. The sign and structure may not exceed 10 feet in height. The copy area may not exceed 80 square feet.

7. Environmental Considerations: The Developer will provide for the preservation of jurisdictional wetland habitats and associated upland buffers, as provided on the Site Development Plan.

(a) All lands within the jurisdiction of the Florida Department of Environmental Protection or other governmental units for conservation purposes shall be subject to a conservation easement. Within such conservation easements, no activities shall occur that violate Article VI of the Flagler County Development Code. The conservation easement area shall be determined and shown for the entire PUD parcel prior to the recording of the Master Plat.

(b). Developer agrees to relocate, on site, as many gopher tortoises as the State will permit to be relocated on site. The remaining gopher tortoises currently on site will be relocated, by the developer, at its own expense to a County approved preserved site which is subsequently determined to be suitable for gopher tortoise habitation as approved by the State. The developer agrees to pay to Flagler County an amount of money equivalent to what it would have paid to the State for the incidental take permit (entombment) of the tortoises. Said funds are intended to be used by the County to purchase additional environmental preservation land or in compensation for the use of the County land to support the tortoises. The developer agrees to take responsibility for any testing, relocation, and monitoring required for the successful relocation of the tortoises.

(c). Construction of Docks on the proposed Marina parcel is subject to permitting by the St. Johns River Water Management District and/or the State of Florida Department of Environmental Protection, the US Army Corps of Engineers, and Flagler County. All docks shall be constructed in accordance with governmental rules and regulations, including but not limited to the following:

1. Adjacent property line (riparian rights line) setbacks of 20 feet will be adhered to, except where docks are parallel wharf docks that are appended to the canal seawalls, in which case the wharf docks may occupy the entire length of the canal frontage with a maximum width of 8 feet.

(d). All environmental restrictions provided in this PUD Development Agreement shall also be included in the Covenants, Conditions and Restrictions of the Homeowners Association recorded within the public records of Flagler County, Florida.

(e). The marina to be developed shall participate in the Florida Department of Environmental Protection's "Clean Marina Program" within 18 months of a Certificate of

Occupancy and shall maintain this designation as long as the facility is in operation, provided that the designation is maintained by the FDEP.

(f). Prior to the Final PUD Site Development Plan, the developer will provide to the County a Phase II environmental assessment testing for CKD constituent materials in soil and groundwater. The number and location of boring and well locations will be approved in advance by Flagler County. If the assessment requires remediation, such remediation shall be approved by the Board of County Commissioners, FDEP and all other agencies having jurisdiction. Remediation shall be deemed a subdivision improvement, the cost of which shall be included in the subdivision performance bond.

8. Sewage and Potable Water: A central potable water system and sewage collection system shall serve the PUD, with service by the City of Palm Coast.

9. Stormwater Drainage: Stormwater will be initially retained on site and shall meet or exceed the requirements of the Flagler County Land Development Code and St. Johns River Water Management District, prior to discharging offsite.

10. Traffic Patterns: Access: Road system improvements throughout the project shall be as depicted in Exhibit "B" attached hereto. All roads within the project are private and shall be constructed to County standards, and shall be maintained solely by the Developer and/or the Homeowners Association. The Plat shall contain a legend in bold as follows:

IT IS EXPRESSLY PROVIDED THAT FLAGLER COUNTY SHALL HAVE NO RESPONSIBILITY FOR THE MAINTENANCE OR IMPROVEMENTS OF THE PRIVATE ROADWAYS OR INFRASTRUCTURE IMPROVEMENTS HARBOR VIEW PUD.

The roadway system within the PUD may be gated and restricted by use of the general public with the exception of providing emergency route access for the residents and for emergency personnel and other service providers. All construction activities shall access the project from Colbert Lane.

11. Covenants and Restrictions: The property shall be governed by a Declaration of Covenants, Conditions and Restrictions. There shall be a Master Homeowners Association, and there may be sub-Associations for the various neighborhoods, multi family sites, and commercial sites identified on Exhibit "B". The Developer shall be responsible for recording said document in the Public Records of

Flagler County, Florida. Also, the Developer shall bear and pay all costs for recording all of the aforementioned documents. With respect to the enforcement of said agreements, covenants, easements or restrictions entered into between the Developer and the owners or occupiers of property within the PUD, the County of Flagler may only enforce the provisions of this PUD Development Agreement, the Plat, and the Flagler County Zoning Ordinance, whichever is applicable, and is specifically exempt from any requirement to enforce private agreements, covenants, restrictions and easements entered into between subsequent owners of lots. The County may enforce any rights, such as conservation easements, dedicated directly to the County.

12. Binding Effect of Plans: Recording: The provisions of the foregoing PUD Development Agreement, including any and all supplementary orders and resolutions, and the PUD Site Development Plan shall bind and inure to the benefit of the Developer or its successor in title or interest. The PUD zoning, provisions of the PUD Development Agreement and all approved plans shall run with the land and shall be administered in a manner consistent with the Flagler County Land Development Code. All subsequent orders and resolutions shall be filed for record in the Official Records of Flagler County, Florida.

13. Developer's Contributions to Public Facilities.

a) Conveyance of Lot 167: The public safety lot identified as proposed Lot 167 has been conveyed to Flagler County through the Warranty Deed recorded at Official Records Book 1472, Page 1166, Public Records of Flagler County, Florida.

b) Offsite Transportation Improvements: Developer is obligated to contribute to a "Fair Share" program to finance and construct Offsite transportation improvements to Colbert Lane from S.R. 100 to Roberts Road, including transitions. A final report defining the projects and including costs estimates and beneficiaries will be finalized by Flagler County. Proportionate share payments shall be based upon net external trip generation. The final agreement shall provide for the amount and timing of Developer's contributions as well as for concurrency vesting and/or impact fee credits, as may be applicable. The single family development portion of development shall be permitted to proceed provided that the Developer escrows an amount equal to the suspended transportation facilities impact fee (\$1,438.10 per single family dwelling unit) for each dwelling unit developed

(154 single family lots) for potential contribution until such time as the final report is completed. The escrow payment of \$221,467.40 shall be made no less than quarterly, divided into an initial payment of \$18,455.58 followed by eleven equal installment payments of \$18,455.62, with the initial payment due at the time of recording of the final plat in the public records of the County and the last payment due three years following the date of recording. All quarterly payments following the initial payment shall be made on the first business day of the first month of the quarter, with the first month of each quarter recognized as January, April, July, and October, with payments remitted to the County to be received on or before the due date, made payable to Flagler County Board of County Commissioners, and sent to Flagler County Central Permitting, 1769 East Moody Boulevard, Building 2, Bunnell, Florida 32110. If the final report provides for a proportionate share payment exceeding the escrow amount, then the Developer will be responsible for the deficiency. Conversely, if the final report provides for a proportionate fair share payment less than the escrow amount, then the County will refund the excess to the Developer. The County shall have three years from the date of recording of the final plat to complete the final report, after which time if the report has not been completed, the single family development portion of development and the escrow amount payment obligation shall be deemed to have been satisfied as it pertains to the single family development portion of development and no additional payments pertaining to the single family development portion of development will be required. If the Developer fails to provide the quarterly payments to the County as provided herein, then the County will withhold the issuance of building permits. Nothing contained herein shall preclude the County from pursuing such other legal remedies to compel payment, to include but not be limited to, injunctive relief.

14. Amendment. Adjustments to the PUD Plan attached as Exhibit "B", and to the provisions of this Development Agreement are anticipated to occur during the site plan and plat review processes. Revisions which meet the intent and purpose of Flagler County's Comprehensive Plan and this PUD Agreement shall be approved by the Growth Management Director, if the substantial integrity of the original PUD Site Development Plan and the development standards contained herein are substantially maintained. Any modification to the PUD Site Development Plan that: 1) increases the

total number of dwelling units; or 2) reduces the total amount of open space; or 3) decreases the size of any perimeter buffer within the PUD shall require only the approval of the Board of County Commissioners upon recommendation of the Growth Management Director.

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SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, the parties hereto have set their hands this _____ day of _____, 2017.

**BOARD OF COUNTY COMMISSIONERS
OF FLAGLER COUNTY, FLORIDA**

Nate McLaughlin, Chair

ATTEST:

APPROVED AS TO FORM:

Tom Bexley, Clerk of the
Circuit Court and Comptroller

Albert J. Hadeed, County Attorney

**SUNBELT PALM COAST MARINA, LLC
A Nevada Limited Liability Company**

By: *Graham B. Allen*
Graham B. Allen, Manager

Witnesses as to Developer:

Ashley Hudson

Ashleigh Herlocker
(Printed Name)

Shirley B. Marks

SHIRLEY B. MARKS
(Printed Name)

STATE OF North Carolina
COUNTY OF Mecklenburg

The foregoing instrument was acknowledged before me this 3rd day
of March, 2016, by Graham B. Allen, who is personally known to me or
who has produced N/A as identification and who did (did not) take an oath, and
who executed the foregoing instrument as Manager of SUNBELT PALM COAST
MARINA, LLC, and acknowledged to and before me that he executed such instrument as
such Manager of said company, and that said instrument is the free act and deed of said
company.



(SEAL)

Lori Ann Lovelace
Notary Public
Lori Ann Lovelace
(Printed Name)

Commission #: 200804400009

WGA INVESTMENTS, LLC
A Nevada Limited Liability Company

By: *William G. Allen*
William G. Allen, Manager

Witnesses as to Developer:

Ashleigh Hertocier

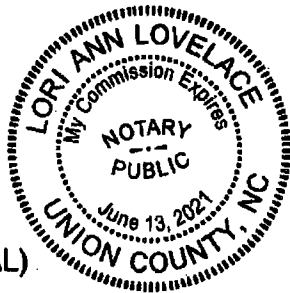
Ashleigh Hertocier
(Printed Name)

Sharon B. Marks

SHARON B. MARKS
(Printed Name)

STATE OF North Carolina
COUNTY OF Mecklenburg

The foregoing instrument was acknowledged before me this 3rd day
of March, 2018, by William G. Allen, who is personally known to me or
who has produced N/A as identification and who did ~~(did not)~~ take an oath, and
who executed the foregoing instrument as Manager of WGA INVESTMENTS, LLC, and
acknowledged to and before me that he executed such instrument as such Manager of
said company, and that said instrument is the free act and deed of said company.



Lori Ann Lovelace
Notary Public
Lori Ann Lovelace
(Printed Name)

Commission #: 200804400009

EXHIBIT "A"
Legal Description and Survey

A PART OF SECTIONS 34 AND 35, TOWNSHIP 11 SOUTH, RANGE 31 EAST, AND SECTION 2, TOWNSHIP 12 SOUTH, RANGE 31 EAST, FLAGLER COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: FOR A POINT OF REFERENCE COMMENCE AT THE SOUTHWEST CORNER OF PALM COAST PLANTATION PUD UNIT 2, AS RECORDED IN PLAT BOOK 33, PAGES 54 THROUGH 61 OF THE PUBLIC RECORDS OF SAID COUNTY, SAID CORNER ALSO LYING ON THE EAST RIGHT OF WAY LINE OF COLBERT LANE (A 200 FOOT WIDE RIGHT OF WAY, AS NOW ESTABLISHED) THENCE NORTH $71^{\circ}35'39''$ EAST ALONG THE SOUTHERLY LINE OF SAID PALM COAST PLANTATION PUD UNIT 2, A DISTANCE OF 219.53 FEET TO THE NORTHWEST CORNER OF THOSE LANDS AS DESCRIBED IN OFFICIAL RECORD BOOK 569, PAGE 759 OF SAID PUBLIC RECORDS; THENCE SOUTH $18^{\circ}24'03''$ EAST ALONG THE WESTERLY LINE OF SAID LANDS, A DISTANCE OF 700.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE SOUTH $18^{\circ}24'03''$ EAST ALONG SAID LINE, A DISTANCE OF 716.28 FEET TO THE SOUTHWEST CORNER OF SAID LANDS; THENCE NORTH $80^{\circ}54'30''$ EAST ALONG THE SOUTHERLY LINE OF SAID LANDS, A DISTANCE OF 1097.79 FEET TO THE SOUTHEAST CORNER OF SAID LANDS; THENCE NORTH $18^{\circ}24'16''$ WEST ALONG THE EASTERLY LINE OF SAID LANDS, A DISTANCE OF 60.80 FEET TO THE SOUTHWEST CORNER OF TRACT I, PALM COAST PLANTATION PUD UNIT 4 AS RECORDED IN PLAT BOOK PAGES 5 THROUGH 11, INCLUSIVELY, THENCE EASTERLY AND SOUTHERLY ALONG THE SOUTHERLY AND WESTERLY LINES OF SAID PALM COAST PLANTATION PUD UNIT 4 THE FOLLOWING FOUR COURSES; NORTH $80^{\circ}54'30''$ EAST, A DISTANCE OF 726.45 FEET; THENCE SOUTH $51^{\circ}44'16''$ EAST, A DISTANCE OF 425.31 FEET; THENCE NORTH $80^{\circ}54'30''$ EAST, A DISTANCE OF 1101.40 FEET; THENCE SOUTH $19^{\circ}11'49''$ EAST, A DISTANCE OF 1358.39 FEET; THENCE WESTERLY ALONG THE NORTHERLY LINES OF THOSE LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 554, PAGE 832 AND RECORDED IN SAID PUBLIC RECORDS THE FOLLOWING NINE COURSE, SOUTH $79^{\circ}29'51''$ WEST, A DISTANCE OF 304.73 FEET; THENCE SOUTH $70^{\circ}14'27''$ WEST, A DISTANCE OF 92.41 FEET; THENCE NORTH $83^{\circ}02'12''$ WEST, A DISTANCE OF 51.54 FEET; THENCE SOUTH $77^{\circ}10'19''$ WEST, A DISTANCE OF 619.14 FEET; THENCE NORTH $89^{\circ}14'51''$ WEST, A DISTANCE OF 475.82 FEET; THENCE NORTH $73^{\circ}01'14''$ WEST, A DISTANCE OF 142.83 FEET; THENCE NORTH $75^{\circ}05'25''$ WEST, A DISTANCE OF 97.11 FEET; THENCE SOUTH $71^{\circ}00'23''$ WEST, A DISTANCE OF 69.80 FEET; THENCE NORTH $55^{\circ}45'02''$ WEST, A DISTANCE OF 70.36 FEET; THENCE SOUTH $00^{\circ}16'47''$ EAST, ALONG THE WESTERLY LINE OF SAID LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 554, PAGE 832, A DISTANCE OF 52.58 FEET; THENCE NORTH $25^{\circ}14'03''$ WEST, A DISTANCE OF 156.53 FEET; THENCE WESTERLY ALONG THE SOUTHERLY LINE AND ITS EASTERLY PROLONGATION OF THOSE LANDS AS DESCRIBED IN OFFICIAL RECORDS BOOK 678, PAGE 1352, SOUTH $89^{\circ}10'59''$ WEST, A DISTANCE OF 1717.09 FEET TO THE INTERSECTION OF AFOREMENTIONED EASTERLY RIGHT OF WAY LINE OF COLBERT LANE, SAID RIGHT OF WAY LINE ALSO BEING A CURVE CONCAVE WESTERLY AND HAVING A RADIUS OF 7734.00 FEET; THENCE NORTHERLY ALONG SAID CURVE AND SAID RIGHT OF WAY LINE AN ARC DISTANCE OF 1.62 FEET AND SUBTENDED BY A

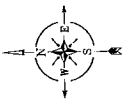
CHORD BEARING OF NORTH 07°55'11" WEST AND A CHORD DISTANCE OF 1.62 FEET TO A POINT ON SAID CURVE; THENCE NORTH 82°08'24" EAST, A DISTANCE OF 50.24 FEET; THENCE NORTH 07°51'36" WEST, A DISTANCE OF 60.00 FEET; THENCE SOUTH 82°08'24" WEST, A DISTANCE OF 50.54 FEET TO A POINT ON THE EASTERLY RIGHT OF WAY LINE OF AFOREMENTIONED COLBERT LANE, SAID RIGHT OF WAY LINE BEING A CURVE CONCAVE WESTERLY AND HAVING A RADIUS OF 7734.00 FEET; THENCE NORTHERLY ALONG SAID CURVE AND SAID RIGHT OF WAY LINE AN ARC DISTANCE OF 1354.22 FEET AND SUBTENDED BY A CHORD BEARING OF NORTH 13°23'11" WEST AND A CHORD DISTANCE OF 1352.49 FEET TO THE POINT OF TANGENCY OF SAID CURVE AND SAID RIGHT OF WAY LINE; THENCE NORTH 18°24'09" WEST, CONTINUING ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 340.96 FEET; THENCE NORTH 71°35'57" EAST, DEPARTING FROM SAID RIGHT OF WAY LINE, A DISTANCE OF 219.50 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT:

A PART OF SECTION 35, TOWNSHIP 11 SOUTH, RANGE 31 EAST, FLAGLER COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS FOR A POINT OF REFERENCE; COMMENCE AT THE SOUTHEAST CORNER OF THE SPOIL DEPOSIT PARCEL FL-12 AS DESCRIBED IN OFFICIAL RECORDS BOOK 569, PAGES 759 THROUGH 761 OF THE CURRENT PUBLIC RECORDS OF SAID COUNTY; THENCE NORTH 18°24'16" WEST ALONG THE EASTERLY LINE OF SAID PARCEL, A DISTANCE OF 60.80 FEET; THENCE NORTH 80°54'30" EAST ALONG THE NORTHERLY LINE OF THE 60 FOOT WIDE PIPELINE EASEMENT AS DESCRIBED IN OFFICIAL RECORDS BOOK 569, PAGE 768 THROUGH 770 OF SAID PUBLIC RECORDS, A DISTANCE OF 396.21 FEET; THENCE SOUTH 09°08'29" EAST DEPARTING SAID NORTHERLY LINE, A DISTANCE OF 214.24 FEET TO THE POINT OF BEGINNING; THENCE NORTH 89°10'59" EAST, A DISTANCE OF 35.00 FEET; THENCE SOUTH 00°49'01" EAST, A DISTANCE OF 35.00 FEET; THENCE SOUTH 89°10'59" WEST, A DISTANCE OF 35.00 FEET; THENCE NORTH 00°49'01" WEST, A DISTANCE OF 35.00 FEET TO THE POINT OF BEGINNING.

MAP SHOWING BOUNDARY SURVEY OF

A PART OF SECTIONS 34 AND 35, TOWNSHIP 11 NORTH, RANGE 31 EAST, AND SECTION 32, TOWNSHIP 11 NORTH, RANGE 31 EAST, LACED...
SECTION 34 AND 35, TOWNSHIP 11 NORTH, RANGE 31 EAST, AND SECTION 32, TOWNSHIP 11 NORTH, RANGE 31 EAST, LACED...



GRAPHIC SCALE
1 inch = 200 ft.

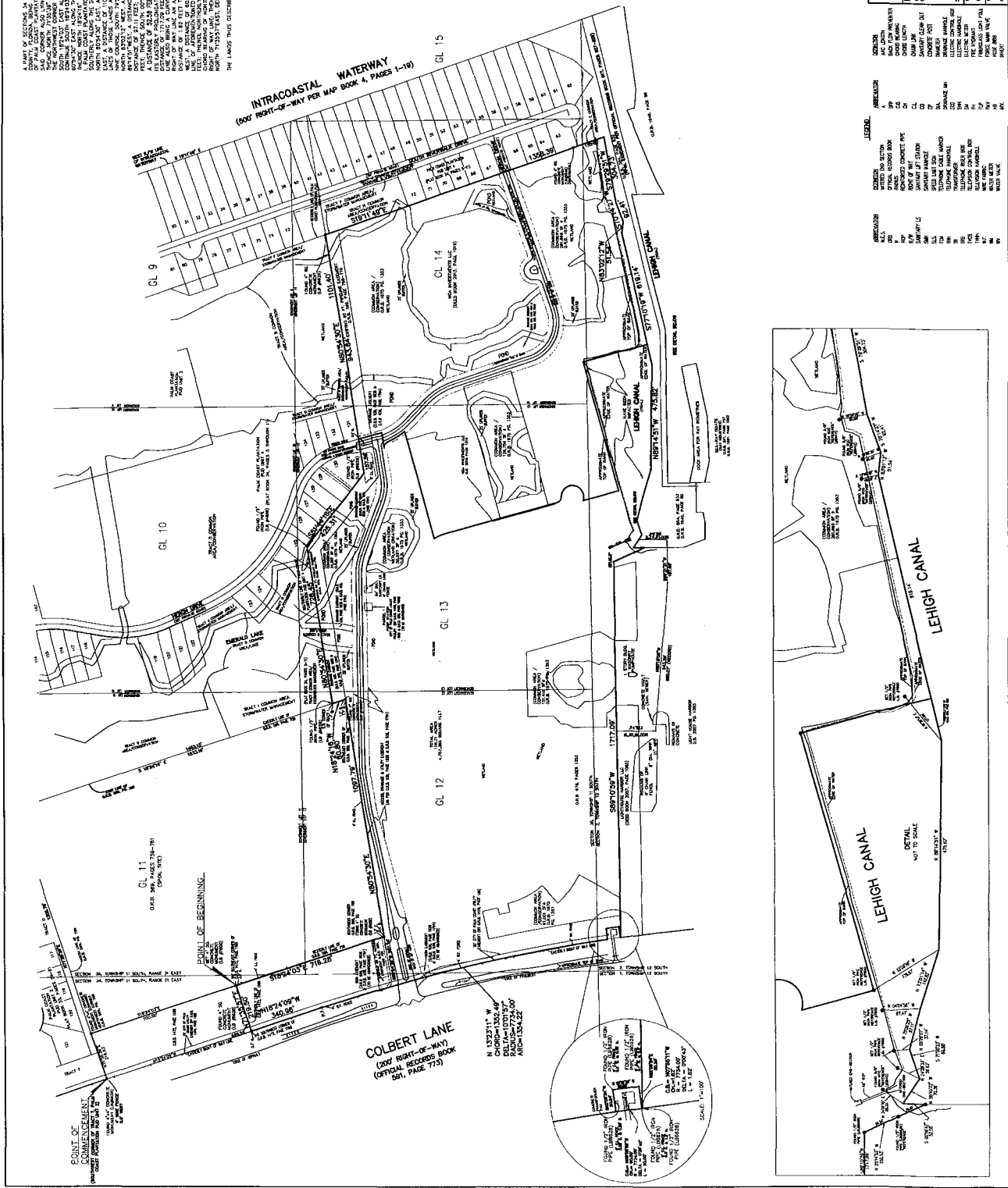
- 1. THE BOUNDARY SURVEY WAS MADE BY THE SURVEYOR...
2. THE SURVEY WAS MADE BY THE SURVEYOR...
3. THE SURVEY WAS MADE BY THE SURVEYOR...

SURVEYOR'S NOTES

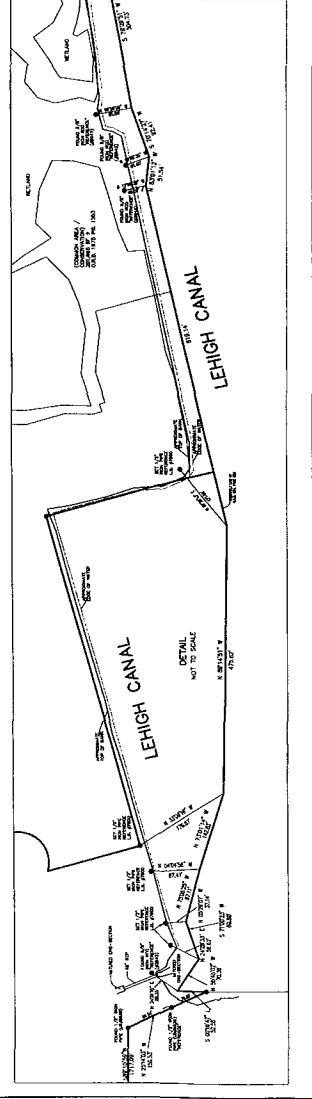
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REVISED: LOCAL B-3-2-18

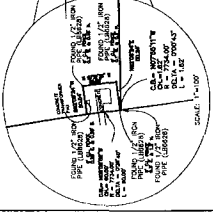
B. H. AND ASSOCIATES
PROFESSIONAL LAND SURVEYORS, L.L.P.
808 6TH AVENUE NORTH - JACKSONVILLE BEACH, FLORIDA - 32250 - PHONE (904) 703-8789



LEGEND table with columns: SYMBOL, DESCRIPTION, and NOTES. Includes symbols for lot lines, easements, and other survey features.



COLBERT LANE
(500' RIGHT-OF-WAY)
(CENTRAL RECORDS BOOK
591, PAGE 775)



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

SUBJECT: **QUASI-JUDICIAL** – Application #3043 – Application for Review of a Notice of Proposed Change (NOPC) and an Amendment to an Approved Planned Unit Development (PUD) Development Agreement and Site Development Plan for the Bulow Plantation Development of Regional Impact (DRI); Parcel Numbers: 38-12-31-0000-04050-0010 and 38-12-31-0000-04050-0030; Owner: MHC Bulow Plantation, LLC, and MHC Bulow Plantation Two, LLC, respectively; Agent: Mark W. Shelton, AICP, Kimley-Horn and Associates, Inc.

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: **This request is quasi-judicial in nature (not legislative) and does require disclosure of ex parte communication.** The above-captioned request was originally noticed for public hearing at the Board's December 19, 2016 regular meeting. At the Board's December 2016 meeting, this request was continued to the February 20, 2017 regular meeting, and subsequently continued to the March 20, 2017 Board meeting.

Staff requests that this item not be heard at the March 20, 2017 regular meeting, with the Board continuing the public hearing to a time and date certain – the Board's April 17, 2017 regular meeting at 5:30 p.m. – so as to preserve public notice. As has been the Board's policy in the past, the Board may request public comment from the public who had received public notice, who are in attendance at the March 20th meeting, and who wish to provide their comments for the public record; however, members of the public attending the March 20th meeting should be generally discouraged from providing their comments at this meeting since the applicant will not be present and no response to any comments received will be provided.

DEPT./CONTACT/PHONE #: Planning & Zoning / Adam Mengel / 386-313-4065

RECOMMENDATION: Request the Board open and continue the public hearing for the Bulow Plantation DRI NOPC and amendment to the PUD Development Agreement and Site Development Plan to the Board's April 17, 2017 regular meeting at 5:30 p.m.

ATTACHMENT:

1. County time extension request letter
2. Developer time extension response letter



Craig M. Coffey, County Administrator

14 MAR 2017

Date



Planning and Zoning

1769 E. Moody Blvd Bldg 2
Bunnell, FL 32110
Phone: 386-313-4009



March 14, 2017

Attachment 1

Mark W. Shelton, AICP
Senior Planner
Kimley-Horn and Associates, Inc.
12740 Gran Bay Parkway West, Suite 2350
Jacksonville, FL 32258

RE: FLAGLER COUNTY APPLICATION #3043 – BULOW PLANTATION DRI NOPC/PUD
APPLICATION FOR NOPC AND PUD MODIFICATION

Dear Mark:

The purpose of this letter is to request that the developer provide a time extension to the County pursuant to ss. 380.06(19)(f)3., Florida Statutes.

As you are aware, we continue to work collectively on the agreement text, including particularly:

- approval of the proposed hurricane mitigation;
- confirmation of the receipt of fire apparatus funds and approval of the timing of the final installment payment;
- the status of existing and proposed docks;
- providing for buffer standards along the North parcel line adjoining the Polo Club West subdivision; and
- proportionate fair share text for Old Kings Road improvements linked to project impacts.

Accordingly, the County requests a time extension (pursuant to ss. 380.06(19)(f)3., Florida Statutes) from the developer, deferring and continuing the March 20, 2017 public hearing to a time and date specific public hearing to be held on Monday, April 17, 2017 at 5: 30 p.m.

Please contact me with any questions of if we can be of any assistance.

Thank you,

Adam Mengel, AICP
Planning and Zoning Director

Charles Ericksen, Jr.
District 1

Greg Hansen
District 2

David Sullivan
District 3

Nate McLaughlin
District 4

Donald O'Brien Jr.
District 5



March 14, 2017

Adam Mengel, AICP
Planning Director
Flagler County Planning and Zoning Department
1769 E. Moody Blvd. Bldg. 2, Suite 105
Bunnell, FL 32110-0787

**Re: Bulow Plantation NOPC/PUD
Public Hearing Time Extension**

Dear Adam,

Kimley-Horn and Associates, Inc., on behalf of MHC Bulow Plantation, LLC and MHC Bulow Plantation Two, LLC, formally accepts the County's request for an extension of the 30 to 45 day public hearing requirement as set forth in Chapter 380.06(19)(f)(3), Florida Statutes for the Bulow Plantation NOPC and PUD applications.

As the Applicant is currently in the process of responding to comments on the Biennial Monitoring Report, we also believe that it would be more appropriate for the NOPC and PUD hearings to be scheduled on April 17th.

Should you have any questions, please feel free to contact me at (904) 828-3900.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "Mark W. Shelton".

Mark W. Shelton, AICP
Senior Planner

cc: Ryan Shoup, Joseph P. Mecca, P.E., and William J. Schilling Jr., P.E.

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

SUBJECT: QUASI-JUDICIAL – Request for Approval of Planned Unit Development (PUD) Development Agreement and Site Development Plan for the Celedine at Hunter's Ridge PUD, Consisting of 39.83+/- Acres North of Airport Road and East of Hunter's Ridge Boulevard Extension (Parcel No. 22-14-31-0000-01010-0090); Owner: US Capital Alliance, LLC; Agent: Allan Feker, Managing Member, and Kimberly A. Buck, P.E., Alann Engineering Group, Inc. (Application #3059/Project #2016110002).

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: This request is quasi-judicial in nature (not legislative) and does require disclosure of ex parte communication. The above-captioned request was originally noticed for public hearing at the Board's February 6, 2017 regular meeting, following the Planning and Development Board's hearing on Tuesday, December 13, 2016; the Planning and Development Board recommended approval of the requested agreement. However, to provide for additional time to review the proposed agreement, staff requested that this item be continued to the February 20, 2017 Board of County Commissioners meeting, and again continued to the March 20, 2017 Board meeting. Since the Order Rescinding the Notice of Non-compliance has not been recorded, the Board's consideration of the Celedine PUD development agreement is premature.

Staff requests that this item not be heard at the March 20, 2017 regular meeting, with the Board continuing the public hearing to a time and date certain – the Board's April 3, 2017 regular meeting at 9:30 a.m. – so as to preserve public notice. As has been the Board's policy in the past, the Board may request public comment from the public who had received public notice, who are in attendance at the March 20th meeting, and who wish to provide their comments for the public record; however, members of the public attending the March 20th meeting should be generally discouraged from providing their comments at this meeting since the applicant will not be present and no response to any comments received will be provided.

DEPT./CONTACT/PHONE #: Planning & Zoning / Adam Mengel / 386-313-4065

RECOMMENDATION: Request the Board open and continue the public hearing for the Ordinance adopting the Celedine at Hunter's Ridge PUD (Planned Unit Development) to the Board's April 3, 2017 regular meeting at 9:30 a.m.



Craig M. Coffey, County Administrator

14 MAR 2017

Date

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

SUBJECT: QUASI-JUDICIAL – Request for Approval of the Preliminary Plat and Construction Plans for the Celedine at Hunter’s Ridge PUD, Consisting of 39.83+/- Acres North of Airport Road and East of Hunter’s Ridge Boulevard Extension (Parcel No. 22-14-31-0000-01010-0090); Owner: US Capital Alliance, LLC; Agent: Allan Feker, Managing Member, and Kimberly A. Buck, P.E., Alann Engineering Group, Inc. (Application #3060/Project #2016110003).

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: This request is quasi-judicial in nature (not legislative) and does require disclosure of ex parte communication. The above-captioned request was originally noticed for public hearing at the Board’s February 6, 2017 regular meeting, following the Planning and Development Board’s hearing on Tuesday, December 13, 2016; the Planning and Development Board recommended approval of the requested preliminary plat. However, to provide for additional time to review the proposed agreement (and which is the prerequisite for review and approval of the preliminary plat), staff requested that this item be continued to the February 20, 2017 Board of County Commissioners meeting, and again continued to the March 20, 2017 Board meeting. Since the Order Rescinding the Notice of Non-compliance has not been recorded, the Board’s consideration of the Celedine preliminary plat is premature.


Staff requests that this item not be heard at the March 20, 2017 regular meeting, with the Board continuing the public hearing to a time and date certain – the Board’s April 3, 2017 regular meeting at 9:30 a.m. – so as to preserve public notice. As has been the Board’s policy in the past, the Board may request public comment from the public who had received public notice, who are in attendance at the March 20th meeting, and who wish to provide their comments for the public record; however, members of the public attending the March 20th meeting should be generally discouraged from providing their comments at this meeting since the applicant will not be present and no response to any comments received will be provided.

DEPT./CONTACT/PHONE #: Planning & Zoning / Adam Mengel / 386-313-4065

RECOMMENDATION: Request the Board open and continue the public hearing for the Preliminary Plat for Celedine at Hunter’s Ridge PUD (Planned Unit Development) to the Board’s April 3, 2017 regular meeting at 9:30 a.m.



Craig M. Coffey, County Administrator



Date

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

SUBJECT: Consideration of an Ordinance Levying Fifth Cent (Additional 1%) of Tourist Development Tax and Amend the Percentage Distribution of Tourism Development Tax

DATE OF MEETING: March 20, 2017

OVERVIEW/SUMMARY: On March 20, 2017, in a Joint Special Meeting, the Flagler County Tourist Development Council (TDC) and the Flagler County Board of County Commissioners met for the purpose of discussing allocation of the proposed levying a Fifth Cent (1 penny) of Tourist Development Tax, moving from 4 to 5 percent. Following a presentation by staff and discussion by the group, the TDC provided a new recommendation to the Board of County Commissioners on the original draft ordinance and modifications to the first years funding distribution.

Previously, on February 20, 2017, a special meeting was held with the Flagler County Tourist Development Council and the Flagler County Board of County Commissioners resulting in a TDC recommendation of levying the Tourist Development Tax from 4% to 5% and the allocation of the funds. The TDC recommendation was forwarded to the Board for consideration at its March 6, 2017. Following discussions on the addition of the Fifth Cent and phasing and allocation, an alternative allocation was offered for the first year which would switch the distribution from the recommended 60% to 40% for Promotional and from 40% to 60% Beach Re-nourishment. The Board voted to continue the item to a Joint Special Meeting with the TDC at time and date certain of March 20, 2017, at 1pm, at the Emergency Operations Center in order to workshop the suggested alternative allocation with the TDC and consider it later that night at 5pm or soon thereafter on the same date in the County Commission Chambers.

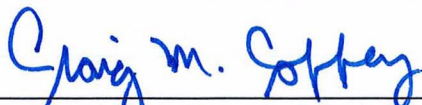
FUNDING INFORMATION: The fifth percent levy is projected to yield an additional \$500,000 per year in tourist tax revenue.

DEPT./CONTACT/PHONE #: Tourist Development, Matthew Dunn (386) 313-4225

RECOMMENDATIONS: Recommend approval of the Ordinance levying the Fifth Cent of tourism tax as provided for in F.S.125.0104 and amend the tax distribution schedules as per Option 2 as recommended modifying the original proposal by changing the first years distribution schedule to 40% Fund 110 Promotional and 60% Fund 111 Beach Re-nourishment.

ATTACHMENTS:

1. Proposed Ordinance
2. F.S. 125.0104



Craig M. Coffey, County Administrator



Date

ORDINANCE NO. 2017-

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, LEVYING AN ADDITIONAL 1% (ONE PERCENT) TOURIST DEVELOPMENT TAX AS AUTHORIZED BY SECTION 125.0104(3)(n), FLORIDA STATUTES; PROVIDING FOR COLLECTION AND USE OF SAID TAX; PROVIDING FOR READJUSTMENT OF THE ALLOCATIONS OF THE TAX REVENUES IN THE TOURIST DEVELOPMENT PLAN; PROVIDING AN UPDATE OF THE TOURIST DEVELOPMENT PLAN; PROVIDING FOR INCORPORATION INTO THE FLAGLER COUNTY CODE; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Flagler County relies on tourism as one of its economic drivers, providing substantial employment opportunities to its citizens and revenues to its businesses; and

WHEREAS, tourism in Flagler County generates local revenues in the form of lodging, meals and beverage service, gasoline sales and other service and commodity sales to tourists; and

WHEREAS, such commercial transactions generate sales, use and gas tax revenues benefitting the County; and

WHEREAS, the Flagler County Board of County Commissioners ("the Board") has levied tourist development taxes pursuant to state law, beginning in 1986, adding additional levies in 2004 and 2010, for a total four (4) percent levy; and

WHEREAS, revenues from the levies have supported tourism promotion and advertising of Flagler County as a destination; and

WHEREAS, revenues from the tourist development tax levies also have supported capital projects related to tourism and projects related to beach restoration and maintenance; and

WHEREAS, due to Hurricane Matthew's damaging impact on the beaches and its potential impact on tourism, revenues from the levies are more critical for obtaining matching funds for beach repair and restoration and for carrying on promotion and advertising efforts to maintain and grow the County's tourism economy; and

WHEREAS, the beaches of Flagler County are its number one visitor asset and attraction; and

WHEREAS, the vast majority of Florida's counties with the most recognizable tourism destinations are levying at the maximum allowable amount of tourist development taxes; and

WHEREAS, Flagler County has not levied its maximum allowable amount of tourism development taxes; and

WHEREAS, Flagler County needs to expand its resources for beach restoration and maintenance by amending its Tourism Development Plan to increase revenues into that category of the Plan; and

WHEREAS, Flagler County likewise needs to expand its resources for tourism promotion and advertising by increasing revenues into that category of its Plan; and

WHEREAS, the County Administrator and Tourism Director have presented a proposal to increase the tourist development tax by 1-percent and to phase in increases, over a three-year time period, to the categories of beach restoration and maintenance and promotion and advertising; and

WHEREAS, the Board has levied the 2-percent tax authorized under Section 125.0104(3)(c), Florida Statutes, and the 1-percent tax authorized under Section 125.0104(3)(d), Florida Statutes, and the 1-percent tax authorized under Section 125.0104(3)(l), Florida Statutes; and

WHEREAS, Section 125.0104(3)(n), Florida Statutes, provides that a governing board of a county may levy, impose, and set an additional 1% (one percent) tax if it has levied the 1-percent tax of Section 125.0104(3)(l), Florida Statutes, and if it approves such additional levy by majority plus one vote of the membership of the Board; and

WHEREAS, the Board may amend the Tourist Development Plan of Flagler County by a majority plus one vote of the membership of the Board in accordance with Section 125.0104(4)(d); and

WHEREAS, the Tourism Development Council of Flagler County ("the TDC") unanimously recommended adoption of the additional one (1) percent levy under Section 125.0104(3)(n), Florida Statutes; and

WHEREAS, the consideration of this Ordinance by the Board was properly advertised in accordance with law; and

WHEREAS, after considering the foregoing reasons, the recommendation of the TDC, and the input of the public, the Board has determined to levy the additional one (1) percent levy under Section 125.0104(3)(n), Florida Statutes, and to revise the Tourist Development Plan of Flagler County by (a vote of a majority plus one of the Board membership/a unanimous vote of the Board) (select one based on margin of actual vote).

NOW THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Flagler County, Florida:

Section 1. Flagler County hereby levies an additional one (1) percent tourism development tax under Section 125.0104(3)(n), Florida Statutes, and revises and updates its Tourist Development Plan accordingly.

Section 2. Article 19, Section 19-48 of the Flagler County Code shall be amended to read as follows (coding: words ~~stricken~~ are deletions; words underlined are additions; new table replaces former table):

Sec. 19-48. - Tourist development plan.

(a) The tax revenues received pursuant to Ordinance Nos. 86-14, 04-02, 2010-11, and 2017-02 shall be used to fund the county tourist development plan, as follows:

TOURIST DEVELOPMENT PLAN

(1)

Under the provisions of the Local Option Tourist Development Tax Act, as amended, the county has levied a two (2) percent tourist development tax ~~will be levied~~ throughout the county ~~beginning on the first day of the month~~ following approval of Ordinance No. 86-14 by referendum, and levied additional one (1) percent increases by ordinance in 2004 (Ord. 04-02), 2010 (Ord. 2010-11), and 2017 (Ord. 2017-02). ~~The anticipated net revenue for the twenty-four month period beginning on the date of levy is one hundred thousand dollars (\$100,000.00).~~

(2)

The following categories of use of the tax are hereby set forth together with the percentage of the total amount of yearly revenues to be expended for or credited to each category under ~~Ordinance 86-14 as amended by Ordinance 2003-09~~ the ordinances enacted by the county:

| | Percentage |
|---|------------|
| Category A: Capital projects | <u>30</u> |
| Category B: Promotion and advertising | 55 |
| Category C: Beach restoration and maintenance | <u>15</u> |

| | Effective Date | 12-1-86 | 7-3-03 | 12-1-10 | 6-1-17 | 6-1-18 | 6-1-19 |
|-----------------|---|----------------|---------------|----------------|---------------|---------------|---------------|
| Category | Category A: Capital Projects | 50% | 30% | 22.5% | 0% | 10% | 20% |
| | Category B: Promotion & Advertising | 35% | 55% | 66.25% | 60% | 60% | 60% |
| | Category C: Beach Restoration & Maintenance | 15% | 15% | 11.25% | 40% | 30% | 20% |

(b)

On and after June 1, 2019, the 2-percent of the tourist tax levy enacted by Ordinance 86-14 shall be divided with 1-percent solely for Category A and 1-percent solely for Category C. On and after June 1, 2019, the tourist tax levies enacted by Ordinance Nos. 04-02, 2010-11, and 2017-2 shall be allocated solely to Category B.

(c)

The tourist development plan set out in this section as authorized by Section 125.0104(4), Florida Statutes, may not be substantially amended except by ordinance enacted by an affirmative vote of a majority plus one (1) additional member of the board of county commissioners.

Section 3. Article 19, Section 19-51 of the Flagler County Code shall be amended to read as follows (coding: words ~~stricken~~ are deletions; words underlined are additions; former table deleted):

Sec. 19-51. - Levy of ~~[second]~~ the fourth, additional one percent tourist development tax.

(a)

There is hereby levied and imposed an additional one (1) percent tourist development tax throughout Flagler County, Florida, in accordance with Section 125.0104(3)(l), Florida Statutes.

(b)

The additional one (1) percent tax authorized by this article shall be used solely as authorized by Section 125.0104(3)(l), Florida Statutes. The revenue from this one

| | Effective Date | 12-1-86 | 7-3-03 | 12-1-10 | 6-1-17 | 6-1-18 | 6-1-19 |
|-----------------|---|----------------|---------------|----------------|---------------|---------------|---------------|
| Category | Category A: Capital Projects | 50% | 30% | 22.5% | 0% | 10% | 20% |
| | Category B: Promotion & Advertising | 35% | 55% | 66.25% | 40% | 60% | 60% |
| | Category C: Beach Restoration & Maintenance | 15% | 15% | 11.25% | 60% | 30% | 20% |

(b)

The Board finds that the County's beaches are a major asset in promoting tourism in Flagler County. On and after June 1, 2019, the 2-percent of the tourist tax levy enacted by Ordinance 86-14 shall be divided with 1-percent solely for Category A and 1-percent solely for Category C. On and after June 1, 2019, the tourist tax levies enacted by Ordinance Nos. 04-02, 2010-11, and 2017-2 shall be allocated solely to Category B.

(c)

The tourist development plan set out in this section as authorized by Section 125.0104(4), Florida Statutes, may not be substantially amended except by ordinance enacted by an affirmative vote of a majority plus one (1) additional member of the board of county commissioners.

Section 3. Article 19, Section 19-51 of the Flagler County Code shall be amended to read as follows (coding: words ~~stricken~~ are deletions; words underlined are additions; former table deleted):

Sec. 19-51. - Levy of ~~second~~ the fourth, additional one percent tourist development tax.

(a)

There is hereby levied and imposed an additional one (1) percent tourist development tax throughout Flagler County, Florida, in accordance with Section 125.0104(3)(l), Florida Statutes.

(b)

The additional one (1) percent tax authorized by this article shall be used solely as authorized by Section 125.0104(3)(l), Florida Statutes. The revenue from this one

(1) percent shall be allocated to Category B, Promotion and Advertising. Any changes to this allocation shall require a majority vote of the board of county commissioners in accordance with Section 125.0104(3)(l)-(4)(d), Florida Statutes.

(c)

The effective date of the levy and imposition of the foregoing one (1) percent tourist development tax shall be December 1, 2010. As of December 1, 2010, there will be a total of four (4) percent tourist development tax representing one (1) percent from this section, in addition to the two (2) percent tax authorized by Ordinance 86-14 and the one (1) percent tax authorized by Ordinance 2004-02.

(d)

~~Based on the categories adopted in the tourist development plan and the cumulative revenues to be derived from the four (4) percent tax, the revised percentages for the gross revenue are as follows:~~

| | Percentage |
|---|------------|
| Category A: Capital projects | 22.50 |
| Category B: Promotion and advertising | 66.25 |
| Category C: Beach restoration and maintenance | 11.25 |

Section 4. Article 19, Section 19-52 of the Flagler County Code is hereby created to read:

Sec. 19-52. - Levy of the fifth, additional one percent tourist development tax.

(a)

There is hereby levied and imposed an additional one (1) percent tourist development tax throughout Flagler County, Florida, in accordance with Section 125.0104(3)(n), Florida Statutes.

(b)

The additional one (1) percent tax authorized by this article shall be used solely as authorized by Section 125.0104(3)(n), Florida Statutes. The revenue from this one (1) percent shall be allocated to Category B, Promotion and Advertising. Any changes to this allocation shall require a majority vote of the Board of County Commissioners in accordance with Section 125.0104(4)(d), Florida Statutes.

(c)

The effective date of the levy and imposition of the foregoing one (1) percent tourist development tax shall be June 1, 2017. As of June 1, 2017, there will be a total of five (5) percent tourist development tax representing one (1) percent from this section, in addition to the two (2) percent tax authorized by Ordinance 86-14

and the one (1) percent tax authorized by Ordinance 2004-02 and the one (1) percent authorized by Ordinance 2010-11.

Section 5. The provisions of this Ordinance shall be made a part of the Flagler County Code. The codifier of the *Code* shall change headings and re-letter and renumber sections hereof as necessary for that purpose. In the event this Ordinance conflicts with any provisions of the Code, the provisions of this Ordinance shall control to the extent of any such conflict.

Section 6. If any section, subsection, sentence, clause, phrase or provision of this Ordinance is held to be unconstitutional or otherwise invalid by a court of competent jurisdiction, such unconstitutionality or invalidity shall not be construed as to render unconstitutional or invalid the remaining provisions of this Ordinance.

Section 7. This Ordinance shall take effect upon filing with the Department of State, per Section 125.66, Florida Statutes, and shall be furnished to the Florida Department of Revenue with an implementing date of June 1, 2017 for the tourist development taxes enacted herein and for the modification of the Tourism Development Plan approved herein.

ADOPTED this 20th day of March 2017 by the Board of County Commissioners, Flagler County, Florida.

**FLAGLER COUNTY BOARD
OF COUNTY COMMISSIONERS**

ATTEST:

Tom Bexley, Clerk of the Circuit
Court and Comptroller of Flagler County

Nate McLaughlin, Chair

APPROVED AS TO FORM:

Al Hadeed, County Attorney

Attachment 2

Select Year:

The 2016 Florida Statutes

| | | |
|---|--------------------|--------------------|
| <u>Title XI</u> | <u>Chapter 125</u> | <u>View Entire</u> |
| COUNTY ORGANIZATION AND INTERGOVERNMENTAL | COUNTY | <u>Chapter</u> |
| RELATIONS | GOVERNMENT | |

125.0104 Tourist development tax; procedure for levying; authorized uses; referendum; enforcement.—

~~(1) SHORT TITLE.~~—This section shall be known and may be cited as the “Local Option Tourist Development Act.”

~~(2) APPLICATION.~~ DEFINITIONS.—

(a) *Application.*—The provisions contained in chapter 212 apply to the administration of any tax levied pursuant to this section.

(b) *Definitions.*—For purposes of this section:

1. “Promotion” means marketing or advertising designed to increase tourist-related business activities.
2. “Tourist” means a person who participates in trade or recreation activities outside the county of his or her permanent residence or who rents or leases transient accommodations as described in paragraph (3)(a).
3. “Retained spring training franchise” means a spring training franchise that had a location in this state on or before December 31, 1998, and that has continuously remained at that location for at least the 10 years preceding that date.

~~(3) TAXABLE PRIVILEGES, EXEMPTIONS, LEVY, RATE.~~

(a)1. It is declared to be the intent of the Legislature that every person who rents, leases, or lets for consideration any living quarters or accommodations in any hotel, apartment hotel, motel, resort motel, apartment, apartment motel, roominghouse, mobile home park, recreational vehicle park, condominium, or timeshare resort for a term of 6 months or less is exercising a privilege which is subject to taxation under this section, unless such person rents, leases, or lets for consideration any living quarters or accommodations which are exempt according to the provisions of chapter 212.

2.a. Tax shall be due on the consideration paid for occupancy in the county pursuant to a regulated short-term product, as defined in s. 721.05, or occupancy in the county pursuant to a product that would be deemed a regulated short-term product if the agreement to purchase the short-term right were executed in this state. Such tax shall be collected on the last day of occupancy within the county unless such consideration is applied to the purchase of a timeshare estate. The occupancy of an accommodation of a timeshare resort pursuant to a timeshare plan, a multisite timeshare plan, or an exchange transaction in an exchange program, as defined in s. 721.05, by the owner of a timeshare interest or such owner’s guest, which guest is not paying monetary consideration to the owner or to a third party for the benefit of the owner, is not a privilege subject to taxation under this section. A membership or transaction fee paid by a timeshare owner that does not provide the timeshare owner with the right to occupy any specific timeshare unit but merely provides the timeshare owner with the

opportunity to exchange a timeshare interest through an exchange program is a service charge and not subject to taxation under this section.

b. Consideration paid for the purchase of a timeshare license in a timeshare plan, as defined in s. 721.05, is rent subject to taxation under this section.

(b) Subject to the provisions of this section, any county in this state may levy and impose a tourist development tax on the exercise within its boundaries of the taxable privilege described in paragraph (a), except that there shall be no additional levy under this section in any cities or towns presently imposing a municipal resort tax as authorized under chapter 67-930, Laws of Florida, and this section shall not in any way affect the powers and existence of any tourist development authority created pursuant to chapter 67-930, Laws of Florida. No county authorized to levy a convention development tax pursuant to s. 212.0305, or to s. 8 of chapter 84-324, Laws of Florida, shall be allowed to levy more than the 2-percent tax authorized by this section. A county may elect to levy and impose the tourist development tax in a subcounty special district of the county. However, if a county so elects to levy and impose the tax on a subcounty special district basis, the district shall embrace all or a significant contiguous portion of the county, and the county shall assist the Department of Revenue in identifying the rental units subject to tax in the district.

1#2 ☆ (c) The tourist development tax shall be levied, imposed, and set by the governing board of the county at a rate of 1 percent or 2 percent of each dollar and major fraction of each dollar of the total consideration charged for such lease or rental. When receipt of consideration is by way of property other than money, the tax shall be levied and imposed on the fair market value of such nonmonetary consideration.

3 (d) In addition to any 1-percent or 2-percent tax imposed under paragraph (c), the governing board of the county may levy, impose, and set an additional 1 percent of each dollar above the tax rate set under paragraph (c) by the extraordinary vote of the governing board for the purposes set forth in subsection (5) or by referendum approval by the registered electors within the county or subcounty special district. No county shall levy, impose, and set the tax authorized under this paragraph unless the county has imposed the 1-percent or 2-percent tax authorized under paragraph (c) for a minimum of 3 years prior to the effective date of the levy and imposition of the tax authorized by this paragraph. Revenues raised by the additional tax authorized under this paragraph shall not be used for debt service on or refinancing of existing facilities as specified in subparagraph (5)(a)1. unless approved by a resolution adopted by an extraordinary majority of the total membership of the governing board of the county. If the 1-percent or 2-percent tax authorized in paragraph (c) is levied within a subcounty special taxing district, the additional tax authorized in this paragraph shall only be levied therein. The provisions of paragraphs (4)(a)-(d) shall not apply to the adoption of the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph shall be the first day of the second month following approval of the ordinance by the governing board or the first day of any subsequent month as may be specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance.

(e) The tourist development tax shall be in addition to any other tax imposed pursuant to chapter 212 and in addition to all other taxes and fees and the consideration for the rental or lease.

(f) The tourist development tax shall be charged by the person receiving the consideration for the lease or rental, and it shall be collected from the lessee, tenant, or customer at the time of payment of the consideration for such lease or rental.

(g) The person receiving the consideration for such rental or lease shall receive, account for, and remit the tax to the Department of Revenue at the time and in the manner provided for persons who collect and remit taxes under s. 212.03. The same duties and privileges imposed by chapter 212 upon dealers in tangible property, respecting the collection and remission of tax; the making of returns; the keeping of books, records, and accounts; and compliance with the rules of the Department of Revenue in the administration of that chapter shall apply to and be binding upon all persons who are subject to the provisions of this section. However, the Department of Revenue may authorize a quarterly return and payment when the tax remitted by the dealer for the preceding quarter did not exceed \$25.

(h) The Department of Revenue shall keep records showing the amount of taxes collected, which records shall also include records disclosing the amount of taxes collected for and from each county in which the tax authorized by this section is applicable. These records shall be open for inspection during the regular office hours of the Department of Revenue, subject to the provisions of s. 213.053.

(i) Collections received by the Department of Revenue from the tax, less costs of administration of this section, shall be paid and returned monthly to the county which imposed the tax, for use by the county in accordance with the provisions of this section. They shall be placed in the county tourist development trust fund of the respective county, which shall be established by each county as a condition precedent to receipt of such funds.

(j) The Department of Revenue is authorized to employ persons and incur other expenses for which funds are appropriated by the Legislature.

(k) The Department of Revenue shall promulgate such rules and shall prescribe and publish such forms as may be necessary to effectuate the purposes of this section.

4 (l) In addition to any other tax which is imposed pursuant to this section, a county may impose up to an additional 1-percent tax on the exercise of the privilege described in paragraph (a) by majority vote of the governing board of the county in order to:

1. Pay the debt service on bonds issued to finance the construction, reconstruction, or renovation of a professional sports franchise facility, or the acquisition, construction, reconstruction, or renovation of a retained spring training franchise facility, either publicly owned and operated, or publicly owned and operated by the owner of a professional sports franchise or other lessee with sufficient expertise or financial capability to operate such facility, and to pay the planning and design costs incurred prior to the issuance of such bonds.

2. Pay the debt service on bonds issued to finance the construction, reconstruction, or renovation of a convention center, and to pay the planning and design costs incurred prior to the issuance of such bonds.

3. Pay the operation and maintenance costs of a convention center for a period of up to 10 years. Only counties that have elected to levy the tax for the purposes authorized in subparagraph 2. may use the tax for the purposes enumerated in this subparagraph. Any county that elects to levy the tax for the purposes authorized in subparagraph 2. after July 1, 2000, may use the proceeds of the tax to pay the operation and maintenance costs of a convention center for the life of the bonds.

4. Promote and advertise tourism in the State of Florida and nationally and internationally; however, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event shall have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.

The provision of paragraph (b) which prohibits any county authorized to levy a convention development tax pursuant to s. 212.0305 from levying more than the 2-percent tax authorized by this section, and the

provisions of paragraphs (4)(a)-(d), shall not apply to the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph shall be the first day of the second month following approval of the ordinance by the governing board or the first day of any subsequent month as may be specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance.

5 (m)1. In addition to any other tax which is imposed pursuant to this section, a high tourism impact county may impose an additional 1-percent tax on the exercise of the privilege described in paragraph (a) by extraordinary vote of the governing board of the county. The tax revenues received pursuant to this paragraph shall be used for one or more of the authorized uses pursuant to subsection (5).

2. A county is considered to be a high tourism impact county after the Department of Revenue has certified to such county that the sales subject to the tax levied pursuant to this section exceeded \$600 million during the previous calendar year, or were at least 18 percent of the county's total taxable sales under chapter 212 where the sales subject to the tax levied pursuant to this section were a minimum of \$200 million, except that no county authorized to levy a convention development tax pursuant to s. 212.0305 shall be considered a high tourism impact county. Once a county qualifies as a high tourism impact county, it shall retain this designation for the period the tax is levied pursuant to this paragraph.

3. The provisions of paragraphs (4)(a)-(d) shall not apply to the adoption of the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph shall be the first day of the second month following approval of the ordinance by the governing board or the first day of any subsequent month as may be specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance.

6 (n) In addition to any other tax that is imposed under this section, a county that has imposed the tax under paragraph (l) may impose an additional tax that is no greater than 1 percent on the exercise of the privilege described in paragraph (a) by a majority plus one vote of the membership of the board of county commissioners in order to:

1. Pay the debt service on bonds issued to finance:

a. The construction, reconstruction, or renovation of a facility either publicly owned and operated, or publicly owned and operated by the owner of a professional sports franchise or other lessee with sufficient expertise or financial capability to operate such facility, and to pay the planning and design costs incurred prior to the issuance of such bonds for a new professional sports franchise as defined in s. 288.1162.

b. The acquisition, construction, reconstruction, or renovation of a facility either publicly owned and operated, or publicly owned and operated by the owner of a professional sports franchise or other lessee with sufficient expertise or financial capability to operate such facility, and to pay the planning and design costs incurred prior to the issuance of such bonds for a retained spring training franchise.

2. Promote and advertise tourism in the State of Florida and nationally and internationally; however, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event shall have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.

A county that imposes the tax authorized in this paragraph may not expend any ad valorem tax revenues for the acquisition, construction, reconstruction, or renovation of a facility for which tax revenues are used pursuant to subparagraph 1. The provision of paragraph (b) which prohibits any county authorized

to levy a convention development tax pursuant to s. 212.0305 from levying more than the 2-percent tax authorized by this section shall not apply to the additional tax authorized by this paragraph in counties which levy convention development taxes pursuant to s. 212.0305(4)(a). Subsection (4) does not apply to the adoption of the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph is the first day of the second month following approval of the ordinance by the board of county commissioners or the first day of any subsequent month specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of the ordinance.

~~(4) ORDINANCE LEVY TAX PROCEDURE.~~

(a) The tourist development tax shall be levied and imposed pursuant to an ordinance containing the county tourist development plan prescribed under paragraph (c), enacted by the governing board of the county. The ordinance levying and imposing the tourist development tax shall not be effective unless the electors of the county or the electors in the subcounty special district in which the tax is to be levied approve the ordinance authorizing the levy and imposition of the tax, in accordance with subsection (6). The effective date of the levy and imposition of the tax shall be the first day of the second month following approval of the ordinance by referendum, as prescribed in subsection (6), or the first day of any subsequent month as may be specified in the ordinance. A certified copy of the ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance. The governing authority of any county levying such tax shall notify the department, within 10 days after approval of the ordinance by referendum, of the time period during which the tax will be levied.

(b) At least 60 days prior to the enactment of the ordinance levying the tax, the governing board of the county shall adopt a resolution establishing and appointing the members of the county tourist development council, as prescribed in paragraph (e), and indicating the intention of the county to consider the enactment of an ordinance levying and imposing the tourist development tax.

(c) Prior to enactment of the ordinance levying and imposing the tax, the county tourist development council shall prepare and submit to the governing board of the county for its approval a plan for tourist development. The plan shall set forth the anticipated net tourist development tax revenue to be derived by the county for the 24 months following the levy of the tax; the tax district in which the tourist development tax is proposed; and a list, in the order of priority, of the proposed uses of the tax revenue by specific project or special use as the same are authorized under subsection (5). The plan shall include the approximate cost or expense allocation for each specific project or special use.

(d) The governing board of the county shall adopt the county plan for tourist development as part of the ordinance levying the tax. After enactment of the ordinance levying and imposing the tax, the plan of tourist development may not be substantially amended except by ordinance enacted by an affirmative vote of a majority plus one additional member of the governing board.

(e) The governing board of each county which levies and imposes a tourist development tax under this section shall appoint an advisory council to be known as the “(name of county) Tourist Development Council.” The council shall be established by ordinance and composed of nine members who shall be appointed by the governing board. The chair of the governing board of the county or any other member of the governing board as designated by the chair shall serve on the council. Two members of the council shall be elected municipal officials, at least one of whom shall be from the most populous municipality in the county or subcounty special taxing district in which the tax is levied. Six members of the council shall be persons who are involved in the tourist industry and who have demonstrated an

interest in tourist development, of which members, not less than three nor more than four shall be owners or operators of motels, hotels, recreational vehicle parks, or other tourist accommodations in the county and subject to the tax. All members of the council shall be electors of the county. The governing board of the county shall have the option of designating the chair of the council or allowing the council to elect a chair. The chair shall be appointed or elected annually and may be reelected or reappointed. The members of the council shall serve for staggered terms of 4 years. The terms of office of the original members shall be prescribed in the resolution required under paragraph (b). The council shall meet at least once each quarter and, from time to time, shall make recommendations to the county governing board for the effective operation of the special projects or for uses of the tourist development tax revenue and perform such other duties as may be prescribed by county ordinance or resolution. The council shall continuously review expenditures of revenues from the tourist development trust fund and shall receive, at least quarterly, expenditure reports from the county governing board or its designee. Expenditures which the council believes to be unauthorized shall be reported to the county governing board and the Department of Revenue. The governing board and the department shall review the findings of the council and take appropriate administrative or judicial action to ensure compliance with this section. The changes in the composition of the membership of the tourist development council mandated by chapter 86-4, Laws of Florida, and this act shall not cause the interruption of the current term of any person who is a member of a council on October 1, 1996.

~~(5) AUTHORIZED USES OF REVENUE~~

(a) All tax revenues received pursuant to this section by a county imposing the tourist development tax shall be used by that county for the following purposes only:

1. To acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate, or promote one or more:

a. Publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, or auditoriums within the boundaries of the county or subcounty special taxing district in which the tax is levied; or

b. Aquariums or museums that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public, within the boundaries of the county or subcounty special taxing district in which the tax is levied;

2. To promote zoological parks that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public;

3. To promote and advertise tourism in this state and nationally and internationally; however, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event must have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists;

4. To fund convention bureaus, tourist bureaus, tourist information centers, and news bureaus as county agencies or by contract with the chambers of commerce or similar associations in the county, which may include any indirect administrative costs for services performed by the county on behalf of the promotion agency; or

5. To finance beach park facilities or beach improvement, maintenance, renourishment, restoration, and erosion control, including shoreline protection, enhancement, cleanup, or restoration of inland lakes and rivers to which there is public access as those uses relate to the physical preservation of the beach, shoreline, or inland lake or river. However, any funds identified by a county as the local matching source for beach renourishment, restoration, or erosion control projects included in the long-range budget plan of the state's Beach Management Plan, pursuant to s. 161.091, or funds contractually

obligated by a county in the financial plan for a federally authorized shore protection project may not be used or loaned for any other purpose. In counties of fewer than 100,000 population, up to 10 percent of the revenues from the tourist development tax may be used for beach park facilities.

Subparagraphs 1. and 2. may be implemented through service contracts and leases with lessees that have sufficient expertise or financial capability to operate such facilities.

(b) Tax revenues received pursuant to this section by a county of less than 750,000 population imposing a tourist development tax may only be used by that county for the following purposes in addition to those purposes allowed pursuant to paragraph (a): to acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate, or promote one or more zoological parks, fishing piers or nature centers which are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public. All population figures relating to this subsection shall be based on the most recent population estimates prepared pursuant to the provisions of s. 186.901. These population estimates shall be those in effect on July 1 of each year.

(c) A county located adjacent to the Gulf of Mexico or the Atlantic Ocean, except a county that receives revenue from taxes levied pursuant to s. 125.0108, which meets the following criteria may use up to 10 percent of the tax revenue received pursuant to this section to reimburse expenses incurred in providing public safety services, including emergency medical services as defined in s. 401.107(3), and law enforcement services, which are needed to address impacts related to increased tourism and visitors to an area. However, if taxes collected pursuant to this section are used to reimburse emergency medical services or public safety services for tourism or special events, the governing board of a county or municipality may not use such taxes to supplant the normal operating expenses of an emergency medical services department, a fire department, a sheriff's office, or a police department. To receive reimbursement, the county must:

1. Generate a minimum of \$10 million in annual proceeds from any tax, or any combination of taxes, authorized to be levied pursuant to this section;
2. Have at least three municipalities; and
3. Have an estimated population of less than 225,000, according to the most recent population estimate prepared pursuant to s. 186.901, excluding the inmate population.

The board of county commissioners must by majority vote approve reimbursement made pursuant to this paragraph upon receipt of a recommendation from the tourist development council.

(d) The revenues to be derived from the tourist development tax may be pledged to secure and liquidate revenue bonds issued by the county for the purposes set forth in subparagraphs (a)1., 2., and 5. or for the purpose of refunding bonds previously issued for such purposes, or both; however, no more than 50 percent of the revenues from the tourist development tax may be pledged to secure and liquidate revenue bonds or revenue refunding bonds issued for the purposes set forth in subparagraph (a) 5. Such revenue bonds and revenue refunding bonds may be authorized and issued in such principal amounts, with such interest rates and maturity dates, and subject to such other terms, conditions, and covenants as the governing board of the county shall provide. The Legislature intends that this paragraph be full and complete authority for accomplishing such purposes, but such authority is supplemental and additional to, and not in derogation of, any powers now existing or later conferred under law.

(e) Any use of the local option tourist development tax revenues collected pursuant to this section for a purpose not expressly authorized by paragraph (3)(l) or paragraph (3)(n) or paragraphs (a)-(d) of this subsection is expressly prohibited.

(6) REFERENDUM.—

(a) No ordinance enacted by any county levying the tax authorized by paragraphs (3)(b) and (c) shall take effect until the ordinance levying and imposing the tax has been approved in a referendum election by a majority of the electors voting in such election in the county or by a majority of the electors voting in the subcounty special tax district affected by the tax.

(b) The governing board of the county levying the tax shall arrange to place a question on the ballot at the next regular or special election to be held within the county, substantially as follows:

FOR the Tourist Development Tax

AGAINST the Tourist Development Tax.

(c) If a majority of the electors voting on the question approve the levy, the ordinance shall be deemed to be in effect.

(d) In any case where a referendum levying and imposing the tax has been approved pursuant to this section and 15 percent of the electors in the county or 15 percent of the electors in the subcounty special district in which the tax is levied file a petition with the board of county commissioners for a referendum to repeal the tax, the board of county commissioners shall cause an election to be held for the repeal of the tax which election shall be subject only to the outstanding bonds for which the tax has been pledged. However, the repeal of the tax shall not be effective with respect to any portion of taxes initially levied in November 1989, which has been pledged or is being used to support bonds under paragraph (3)(d) or paragraph (3)(l) until the retirement of those bonds.

~~(7) AUTOMATIC EXPIRATION ON RETIREMENT OF BONDS.~~ Notwithstanding any other provision of this section, if the plan for tourist development approved by the governing board of the county, as amended pursuant to paragraph (4)(d), includes the acquisition, construction, extension, enlargement, remodeling, repair, or improvement of a publicly owned and operated convention center, sports stadium, sports arena, coliseum, or auditorium, or museum or aquarium that is publicly owned and operated or owned and operated by a not-for-profit organization, the county ordinance levying and imposing the tax automatically expires upon the later of:

(a) The retirement of all bonds issued by the county for financing the acquisition, construction, extension, enlargement, remodeling, repair, or improvement of a publicly owned and operated convention center, sports stadium, sports arena, coliseum, or auditorium, or museum or aquarium that is publicly owned and operated or owned and operated by a not-for-profit organization; or

(b) The expiration of any agreement by the county for the operation or maintenance, or both, of a publicly owned and operated convention center, sports stadium, sports arena, coliseum, auditorium, aquarium, or museum. However, this does not preclude that county from amending the ordinance extending the tax to the extent that the board of the county determines to be necessary to provide funds to operate, maintain, repair, or renew and replace a publicly owned and operated convention center, sports stadium, sports arena, coliseum, auditorium, aquarium, or museum or from enacting an ordinance that takes effect without referendum approval, unless the original referendum required ordinance expiration, pursuant to the provisions of this section reimposing a tourist development tax, upon or following the expiration of the previous ordinance.

~~(8) PROHIBITED ACTS; ENFORCEMENT; PENALTIES.—~~

(a) Any person who is taxable hereunder who fails or refuses to charge and collect from the person paying any rental or lease the taxes herein provided, either by himself or herself or through agents or employees, is, in addition to being personally liable for the payment of the tax, guilty of a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.

(b) No person shall advertise or hold out to the public in any manner, directly or indirectly, that he or she will absorb all or any part of the tax, that he or she will relieve the person paying the rental of the payment of all or any part of the tax, or that the tax will not be added to the rental or lease consideration or, when added, that it or any part thereof will be refunded or refused, either directly or indirectly, by any method whatsoever. Any person who willfully violates any provision of this subsection is guilty of a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.

(c) The tax authorized to be levied by this section shall constitute a lien on the property of the lessee, customer, or tenant in the same manner as, and shall be collectible as are, liens authorized and imposed in ss. 713.67, 713.68, and 713.69.

~~(9) COUNTY TOURISM PROMOTION AGENCIES:~~ In addition to any other powers and duties provided for agencies created for the purpose of tourism promotion by a county levying the tourist development tax, such agencies are authorized and empowered to:

(a) Provide, arrange, and make expenditures for transportation, lodging, meals, and other reasonable and necessary items and services for such persons, as determined by the head of the agency, in connection with the performance of promotional and other duties of the agency. However, entertainment expenses shall be authorized only when meeting with travel writers, tour brokers, or other persons connected with the tourist industry. All travel and entertainment-related expenditures in excess of \$10 made pursuant to this subsection shall be substantiated by paid bills therefor. Complete and detailed justification for all travel and entertainment-related expenditures made pursuant to this subsection shall be shown on the travel expense voucher or attached thereto. Transportation and other incidental expenses, other than those provided in s. 112.061, shall only be authorized for officers and employees of the agency, other authorized persons, travel writers, tour brokers, or other persons connected with the tourist industry when traveling pursuant to paragraph (c). All other transportation and incidental expenses pursuant to this subsection shall be as provided in s. 112.061. Operational or promotional advancements, as defined in s. 288.35(4), obtained pursuant to this subsection, shall not be commingled with any other funds.

(b) Pay by advancement or reimbursement, or a combination thereof, the costs of per diem and incidental expenses of officers and employees of the agency and other authorized persons, for foreign travel at the current rates as specified in the federal publication "Standardized Regulations (Government Civilians, Foreign Areas)." The provisions of this paragraph shall apply for any officer or employee of the agency traveling in foreign countries for the purposes of promoting tourism and travel to the county, if such travel expenses are approved and certified by the agency head from whose funds the traveler is paid. As used in this paragraph, the term "authorized person" shall have the same meaning as provided in s. 112.061(2)(e). With the exception of provisions concerning rates of payment for per diem, the provisions of s. 112.061 are applicable to the travel described in this paragraph. As used in this paragraph, "foreign travel" means all travel outside the United States. Persons traveling in foreign countries pursuant to this subsection shall not be entitled to reimbursements or advancements pursuant to s. 112.061(6)(a)2.

(c) Pay by advancement or reimbursement, or by a combination thereof, the actual reasonable and necessary costs of travel, meals, lodging, and incidental expenses of officers and employees of the agency and other authorized persons when meeting with travel writers, tour brokers, or other persons connected with the tourist industry, and while attending or traveling in connection with travel or trade shows. With the exception of provisions concerning rates of payment, the provisions of s. 112.061 are applicable to the travel described in this paragraph.

(d) Undertake marketing research and advertising research studies and provide reservations services and convention and meetings booking services consistent with the authorized uses of revenue as set forth in subsection (5).

1. Information given to a county tourism promotion agency which, if released, would reveal the identity of persons or entities who provide data or other information as a response to a sales promotion effort, an advertisement, or a research project or whose names, addresses, meeting or convention plan information or accommodations or other visitation needs become booking or reservation list data, is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution.

2. The following information, when held by a county tourism promotion agency, is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution:

a. Booking business records, as defined in s. 255.047.

b. Trade secrets and commercial or financial information gathered from a person and privileged or confidential, as defined and interpreted under 5 U.S.C. s. 552(b)(4), or any amendments thereto.

3. A trade secret, as defined in s. 812.081, held by a county tourism promotion agency is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This subparagraph is subject to the Open Government Sunset Review Act in accordance with s. 119.15 and shall stand repealed on October 2, 2021, unless reviewed and saved from repeal through reenactment by the Legislature.

(e) Represent themselves to the public as convention and visitors bureaus, visitors bureaus, tourist development councils, vacation bureaus, or county tourism promotion agencies operating under any other name or names specifically designated by ordinance.

~~(10) LOCAL ADMINISTRATION OF TAXES~~

(a) A county levying a tax under this section or s. 125.0108 may be exempted from the requirements of the respective section that:

1. The tax collected be remitted to the Department of Revenue before being returned to the county; and
2. The tax be administered according to chapter 212,

if the county adopts an ordinance providing for the local collection and administration of the tax.

(b) The ordinance shall include provision for, but need not be limited to:

1. Initial collection of the tax to be made in the same manner as the tax imposed under chapter 212.
2. Designation of the local official to whom the tax shall be remitted, and that official's powers and duties with respect thereto. Tax revenues may be used only in accordance with the provisions of this section.
3. Requirements respecting the keeping of appropriate books, records, and accounts by those responsible for collecting and administering the tax.
4. Provision for payment of a dealer's credit as required under chapter 212.
5. A portion of the tax collected may be retained by the county for costs of administration, but such portion shall not exceed 3 percent of collections.

(c) A county adopting an ordinance providing for the collection and administration of the tax on a local basis shall also adopt an ordinance electing either to assume all responsibility for auditing the records and accounts of dealers, and assessing, collecting, and enforcing payments of delinquent taxes, or to delegate such authority to the Department of Revenue. If the county elects to assume such responsibility, it shall be bound by all rules promulgated by the Department of Revenue pursuant to paragraph (3)(k), as well as those rules pertaining to the sales and use tax on transient rentals imposed

by s. 212.03. The county may use any power granted in this section to the department to determine the amount of tax, penalties, and interest to be paid by each dealer and to enforce payment of such tax, penalties, and interest. The county may use a certified public accountant licensed in this state in the administration of its statutory duties and responsibilities. Such certified public accountants are bound by the same confidentiality requirements and subject to the same penalties as the county under s. 213.053. If the county delegates such authority to the department, the department shall distribute any collections so received, less costs of administration, to the county. The amount deducted for costs of administration by the department shall be used only for those costs which are solely and directly attributable to auditing, assessing, collecting, processing, and enforcing payments of delinquent taxes authorized in this section. If a county elects to delegate such authority to the department, the department shall audit only those businesses in the county that it audits pursuant to chapter 212.

~~(1)~~ **INTEREST PAID ON DISTRIBUTIONS:**

(a) Interest shall be paid on undistributed taxes collected and remitted to the Department of Revenue under this section. Such interest shall be included along with the tax proceeds distributed to the counties and shall be paid from moneys transferred from the General Revenue Fund. The department shall calculate the interest for net tax distributions using the average daily rate that was earned by the State Treasury for the preceding calendar quarter and paid to the General Revenue Fund. This rate shall be certified by the Chief Financial Officer to the department by the 20th day following the close of each quarter.

(b) The interest applicable to taxes collected under this section shall be calculated by multiplying the tax amounts to be distributed times the daily rate times the number of days after the third working day following the date the tax is due and payable pursuant to s. 212.11 until the date the department issues a voucher to request the Chief Financial Officer to issue the payment warrant. The warrant shall be issued within 7 days after the request.

(c) If an overdistribution of taxes is made by the department, interest shall be paid on the overpaid amount beginning on the date the warrant including the overpayment was issued until the third working day following the due date of the payment period from which the overpayment is being deducted. The interest on an overpayment shall be calculated using the average daily rate from the applicable calendar quarter and shall be deducted from moneys distributed to the county under this section.

History.—ss. 1, 2, 3, 4, 5, 6, 7, 8, ch. 77-209; s. 3, ch. 79-359; s. 72, ch. 79-400; s. 4, ch. 80-209; s. 2, ch. 80-222; s. 5, ch. 83-297; s. 1, ch. 83-321; s. 40, ch. 85-55; s. 1, ch. 86-4; s. 76, ch. 86-163; s. 61, ch. 87-6; s. 1, ch. 87-99; s. 35, ch. 87-101; s. 1, ch. 87-175; s. 5, ch. 87-280; s. 4, ch. 88-226; s. 6, ch. 88-243; s. 2, ch. 89-217; ss. 31, 66, ch. 89-356; s. 2, ch. 89-362; s. 1, ch. 90-107; s. 1, ch. 90-349; s. 81, ch. 91-45; s. 230, ch. 91-224; s. 3, ch. 92-175; s. 1, ch. 92-204; s. 32, ch. 92-320; s. 4, ch. 93-233; s. 1, ch. 94-275; s. 3, ch. 94-314; s. 37, ch. 94-338; s. 3, ch. 94-353; s. 1, ch. 95-133; s. 1434, ch. 95-147; s. 3, ch. 95-304; s. 1, ch. 95-360; s. 1, ch. 95-416; ss. 44, 46, ch. 96-397; s. 43, ch. 96-406; s. 15, ch. 97-99; s. 1, ch. 98-106; s. 58, ch. 99-2; s. 1, ch. 99-287; ss. 6, 11, 14, ch. 2000-312; s. 11, ch. 2000-351; s. 14, ch. 2001-252; s. 10, ch. 2002-265; s. 1, ch. 2003-34; s. 1, ch. 2003-37; s. 2, ch. 2003-78; s. 145, ch. 2003-261; s. 1, ch. 2005-96; s. 1, ch. 2009-133; s. 1, ch. 2012-180; s. 1, ch. 2013-168; s. 2, ch. 2016-6; s. 1, ch. 2016-220.