



City of Flagler Beach

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Flagler Beach, Florida 32136
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June 22, 2026

MEMORANDUM

TO: Joyce Shanahan, City Manager, City of Ormond Beach

FROM: Dale L. Martin, City Manager, City of Flagler Beach

SUBJECT: Temporary Assignment of Deputy Chief as Interim Fire Chief for the City of Flagler Beach
The City of Flagler Beach appreciates the continued cooperative relationship between our organizations and the longstanding partnership that exists between our respective fire and emergency services agencies.

As discussed, the City of Flagler Beach is requesting the temporary assignment of Ormond Beach Fire Department Deputy Chief Nate Quartier to serve as Interim Fire Chief for the Flagler Beach Fire Department. The temporary assignment is anticipated to begin on July 2, 2026, and continue through September 29, 2026, unless otherwise mutually agreed upon by both parties.

During this temporary assignment, the Deputy Chief will serve as the operational and administrative leader of the Flagler Beach Fire Department and will report directly to the Flagler Beach City Manager. The Interim Fire Chief will be authorized to oversee department personnel, operations, emergency response activities, budgeting, planning efforts, strategic initiatives, and other management functions customarily assigned to the Fire Chief position. The Interim Fire Chief shall exercise the authority necessary to effectively manage the department and carry out the responsibilities of the position in accordance with applicable laws, policies, and procedures of the City of Flagler Beach.

For administrative purposes, the Deputy Chief shall remain an employee of the City of Ormond Beach throughout the assignment and shall continue to receive compensation, benefits, and employment protections through the City of Ormond Beach. The temporary assignment shall not affect the employee's status, tenure, benefits, accrued leave, retirement participation, or other employment rights with the City of Ormond Beach. Nothing in this memorandum shall be construed as creating an employment relationship between the Deputy Chief and the City of Flagler Beach.

The City of Flagler Beach agrees to reimburse the City of Ormond Beach for one hundred percent (100%) of the Deputy Chief's salary and benefits incurred during the temporary assignment as Interim Fire Chief. The City of Ormond Beach shall provide monthly invoices detailing the salary and benefit costs associated with the assignment, and the City of Flagler Beach shall remit payment within thirty (30) days of receipt.

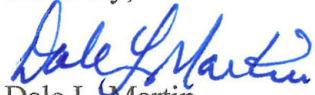
Reimbursement shall continue for the duration of the assignment and shall cease upon termination of the temporary assignment.

Both cities acknowledge that the Deputy Chief will be acting in good faith within the scope of assigned duties while serving as Interim Fire Chief. Each city shall remain responsible for providing legal representation, liability coverage, and applicable protections consistent with Florida law and each city's existing policies, insurance coverage, and risk management practices.

This memorandum is intended to document the mutual understanding between the City of Flagler Beach and the City of Ormond Beach regarding this temporary assignment. It is not intended to create a separate contractual obligation beyond the administrative arrangements described herein and may be terminated at any time by either party.

Thank you for your willingness to assist the City of Flagler Beach during this transitional period. We greatly appreciate the cooperation and professionalism demonstrated by the City of Ormond Beach and its Fire Department leadership.

Sincerely,



Dale L. Martin
City Manager

Acknowledged and Accepted:



Joyce Shanahan
City Manager
City of Ormond Beach
Date: