



Community Redevelopment Agency Advisory Board Regular Meeting Agenda



Monday, December 8, 2025 at 2:00 PM

City Commission Chambers – 105 S. 2ND Street, Flagler Beach, FL 32136

All meeting items will be continued until meeting is complete.

1. **Call the meeting to order**
2. **Pledge of Allegiance**
3. **Roll Call/ Determination of Quorum**
4. **Approve Minutes**
 - a. November 17, 2025 Meeting Minutes
5. **2026 Meeting Dates**
 - a. 2026 Meeting Dates
6. **Public Comments**
7. **New Business**
 - a. Wayfinding Program
 - b. Farmers Market Operating Agreement
 - c. CRA District Banners
8. **Board Comments**
9. **Staff Comments**
10. **Adjournment**

RECORD REQUIRED TO APPEAL: In accordance with Florida Statute 286.0105 if you should decide to appeal any decision the Commission makes about any matter at this meeting, you will need a record of the proceedings. You are responsible for providing this record. You may hire a court reporter to make a verbatim transcript. The City is not responsible for any mechanical failure of the recording equipment. In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at (386) 517-2000 ext 233 at least 72 hours prior to the meeting. The City Commission reserves the right to request that all written material be on file with the City Clerk when the agenda item is submitted.



Community Redevelopment Agency Advisory Board Regular Meeting Minutes



Monday, November 17, 2025 at 2:00 PM

City Commission Chambers – 105 S. 2ND Street, Flagler Beach, FL 32136

Present: Manoj Bhoola, Anthony Cinelli, Jordan Farrell, Christopher Marlow, Daryl Reynolds, Dawn Romero, Jeff Meyer, City Manager Dale L. Martin, and CRA Director Casey Ryan.

1. Call the meeting to order

Casey Ryan, CRA Director called the meeting to order at 2:02 p.m.

2. Pledge of Allegiance

Dawn Romero led the Pledge.

3. Roll Call/ Determination of Quorum

Colleen Kuhn, Deputy City Clerk called roll and confirmed a quorum was present.

The Committee members and staff introduced themselves and shared whether they were a business or resident representative and for how long.

4. Public Comments

Paul Mykytka asked the Committee to keep an eye on future capital projects. He encouraged the CRAAB to participate in the design of the Florida Department of Transportation (FDOT) Shared Use Non-Motorized (SUN) Project. Dale Martin, City Manager explained that the SUN Trail addressed the gap between the Volusia County line to Beverly Beach. He said the Trail would be constructed and paid for by the State and shared the plan for the location in Flagler Beach which included going through parts of the CRA District. He said the City would be required to maintain the Trail after it was built. There was further discussion about the SUN Trail and about Florida Department of Transportation (FDOT) maintenance of medians.

Mr. Mykytka said he supported food trucks, local businesses, and the Farmer's Market as a community event. He indicated he would support the use of CRA funds to build a permanent structure/pavilion for the Market.

5. New Business

a. Elections

Ms. Ryan said that the Committee needed to elect a Chairperson and Vice Chairperson.

Mr. Farrell nominated Mr. Marlow for Chairperson. Mr. Bhoola seconded the nomination. The nomination was unanimously approved.

Mr. Marlow nominated Mr. Farrell as Vice Chairperson. The nomination was seconded by Mr. Meyer. The nomination was unanimously approved.

Mr. Martin referred to the book "Your City is Sick" which he provided to each Committee member, encouraged them to read it, and consider what the CRAAB can do to help promote and restore our City.

b. Establish CRAAB Monthly Meeting Schedule FY25/26

Mr. Martin explained Resolution 2025-66 required monthly meetings. He said meetings could be cancelled if

needed, or if the Committee wanted to change to quarterly meetings the Resolution would have to be amended. Ms. Ryan shared the results of the survey regarding meetings. The Committee came to consensus to hold the meetings on the 2nd Monday of each month at 2:00 p.m. Mr. Martin shared that the intent was to publicize meeting agendas one week in advance and if Committee members had topics that they wanted added they should share that with Ms. Ryan.

c. Communications/Outreach

Ms. Ryan said there were many ways that Committee members could sign up for communications from the City including: Notify Me, Utility Billing, Facebook, and the CRA database. Mr. Martin noted the City had developed a City of Flagler Beach App that would link to the City's website. Ms. Ryan shared a map of the CRA District with the Committee.

d. CRA Capital Projects

Ms. Ryan explained that the City's Capital Projects were different than those within the CRA. She noted that CRA Capital Projects included: Parking Lot #5 resurfacing, decorative streetlamps installations, and improvements to Veterans and Wickline parks. The Committee discussed the lack of lighting and safety concerns. Mr. Martin explained the CRA base line year of 2006 – 2010, how taxes collected by the City were allocated to the CRA, and noted there were tight restrictions on how CRA funds could be used. A discussion of current and next year's funding for the CRA, Capital Projects, revenues and expenses ensued.

e. Sign Ordinance

Ms. Ryan asked for comments about the Sign Ordinance. Mr. Martin shared some background and challenges enforcing the Ordinance. He said the CRA Executive Board was looking for the Committee's input on window signage (affixed to the inside of the glass).

f. Noise Ordinance

Mr. Martin opened the topic of the Noise Ordinance and asked the Committee to review the Ordinance and prepare feedback for the CRA Executive Board. There was in-depth discussion about noise and its impact around the City. Discussion ensued.

g. Food Trucks

Ms. Ryan shared information on food trucks. Mr. Martin explained the Commission was not fully supportive of food trucks and supported brick and mortar businesses. He shared that the City had the ability to regulate food trucks and when the CRA Executive Board met this would be a topic of discussion. He suggested that the Committee prepare recommendations for them. A discussion regarding food trucks ensued.

h. Farmers Market

Mr. Martin said the City Commission was interested in the Committee's feedback on the relocation and look of the Farmer's Market. He noted that Veterans Park was not considered an option for Market's location and discussed some history on why the Market was moved. The CRAAB supports the current location.

6. Board Comment

Mr. Meyer suggested promoting biking around the City and adding bike racks. Mr. Martin shared that there was a Branding Committee developing a consistent theme for the look at the Pier and downtown area and that bike racks may be able to be purchased by the CRA. He noted a Mobility Study was in progress and a community meeting would be scheduled. Mr. Martin provided updates on several sidewalk cleanup projects being performed by FDOT and City Maintenance staff and the Wayfinding project. There was discussion about the role of business owners in sidewalk cleanup and trash collection and options for promoting those efforts and engaging business owners.

7. Staff Comments

Mr. Martin said the City was considering holding Fourth of July Fireworks starting in 2027 and the New Year's Eve Surfboard drop.

8. Adjournment

Mr. Marlow adjourned the meeting at 4:04 p.m.

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2026 Community Redevelopment Agency Advisory Board (CRAAB) Meeting Schedule

Agenda Cut Off Date	CRAAB Meeting
<p>Agenda Items and all supporting documents must be received by the CRA Director’s Office by 4:30 p.m. on the Tuesday, two weeks prior to the CRAAB Meeting Date.</p>	<p>All CRAAB meetings will be held on the 2nd Monday of each month beginning at 2 p.m. unless otherwise posted.</p>
December 30, 2025	January 12, 2026
January 27, 2026	February 9, 2026
February 24, 2026	March 9, 2026
March 31, 2026	April 13, 2026
April 28, 2026	May 11, 2026
May 26, 2026	June 8, 2026
June 30, 2026	July 13, 2026
July 28, 2026	August 10, 2026
September 1, 2026	September 14, 2026
September 29, 2026	October 12, 2026
October 27, 2026	November 9, 2026
December 1, 2026	December 14, 2026



Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting



December 8, 2025

To: Community Redevelopment Agency Advisory Board
From: Michele Ficocello, Planning Technician
Meeting Date: December 8, 2025
Item Name: Wayfinding Program

Background:

The City suspended the current Pedestrian Wayfinding Sign Program (Ordinance 2013-22, Resolution 2017-41) for multiple reasons including the program being cost prohibitive, finite amount of participating businesses, sustainability and maintenance challenges. After September 30, 2025, which is the expiration of all wayfinding sign licenses, the existing wayfinding signposts will be removed and stored by the City. The following program proposal was created in collaboration with the CRA, IT, Maintenance and Planning Departments. The program is a hybrid model of physical signage and a virtual map. A few existing wayfinding signposts will be utilized and strategically placed in the Downtown Business District. The existing wayfinding sign blades will be removed and replaced with City signage embedded with QR codes leading end users to a virtual map of the city with directional information for participating businesses categorized by business type. This virtual map will be housed on the new app and current website. Also being considered as a viable option is adding signage to the existing CRA light posts.

Fiscal Impact:

Relocate/ Refurbish existing wayfinding signposts: TBD; City signage with QR Code: TBD; Proposed Software: \$2,000.00 annually.

Staff Recommendation:

Attachments:

1. Wayfinding Signage Proposal 9-10-25
2. DRAFT_Proposed Wayfinding Application 9-10-2025
3. Original Wayfinding Signpost Map
4. Ordinance 2013-22
5. Resolution 2017-41
6. Dawson & Associates Example_Lightposts & Signage



WAYFINDING VIRTUAL MAP PROGRAM PROPOSAL

Background: The City suspended the current Pedestrian Wayfinding Sign Program (Ordinance 2013-22, Resolution 2017-41) for multiple reasons including the program being cost prohibitive, finite amount of participating businesses, sustainability and maintenance challenges. After September 30, 2025, which is the expiration of all wayfinding sign licenses, the existing wayfinding signposts will be removed and stored by the City.

Proposed Program: This proposal was created in collaboration with the CRA, IT, Maintenance and Planning Departments. The program is a hybrid model of physical signage and a virtual map. A few existing wayfinding signposts will be utilized and strategically placed in the Downtown Business District. The existing wayfinding sign blades will be removed and replaced with City signage embedded with QR codes leading end users to a virtual map of the city with directional information for participating businesses categorized by business type. This virtual map will be housed on the new app and current website. Also being considered as a viable option is adding signage to the existing CRA light posts.

Business Participation: Eligibility for this program is limited to Flagler Beach Brick & Mortar Businesses with an active local business tax receipt.

Fiscal Impacts: Relocate/ Refurbish existing wayfinding signposts – TBD; City signage with QR Code – TBD; Proposed Software - \$2,000.00 annually.



Example of Proposed



Example of Proposed



Existing Signage

Application Process and Fee Options:

OPTION 1: Application process and no fee.

Process: Local businesses would apply, at no charge, to be added to the directory/map.

Staff Time: Minimal

Staff Concerns: None

OPTION 2: Application process and one-time processing fee.

Process: Local businesses would apply, including a one-time processing fee, to be added to the directory/map.

Staff Time: Minimal

Staff Concerns: None

OPTION 3: Application process, initial application fee and yearly subscription fee.

Process: Local businesses would apply, including an initial application fee and yearly subscription fee, to be added to the directory/map.

Staff Time: Moderate to High

Staff Concerns:

- Implementing a yearly subscription fee could deter local businesses from participating.
- Tracking and Invoicing would greatly increase staff time dedicated to the program.
- Barriers to tracking and invoicing with the current databases utilized by the City.

Staff Recommendation for fees: Utilize Option 2 to provide optimal services to the Local Brick & Mortar Businesses in the City of Flagler Beach and assist with offsetting the costs associated with maintaining the program.



City of Flagler Beach

Planning & Zoning Department
P.O. Box 70 * 800 South Daytona Avenue
Flagler Beach FL 32136
www.cityofflaglerbeach.com

WAYFINDING VIRTUAL MAP APPLICATION

The City of Flagler Beach is excited to offer Local Brick & Mortar Businesses a space on the Wayfinding Virtual Map. The Wayfinding Virtual Map Program is a hybrid model of physical signage and a virtual map. A few strategically placed wayfinding signposts located in the CRA District are embedded with QR codes leading end users to a virtual map of the city with directional information for participating businesses categorized by business type. Participation in this program is limited to only Flagler Beach Brick & Mortar Businesses with an active Local Business Tax Receipt (LBTR).

Please submit the completed application to: The Planning & Zoning Department hours are 8:00 a.m. - 5:00 p.m., Monday - Friday. Applications can be submitted in-person or via email to planning@cityofflaglerbeach.com For further assistance, please call (386) 517-2000 ext. 231.

FEE: TBD

BUSINESS INFORMATION

Local Business Tax Receipt (LBTR) Number: _____

Business Name: _____

Business Address: _____

Business Telephone: _____ E-mail: _____

Business Type: **THE CITY WILL DETERMINE CATAGORIES PRIOR TO IMPLEMENTING PROGRAM AND WILL BE CHECKED OFF BY THE APPLICANT**

I certify to the best of my knowledge all answers given above are true and correct.

Signature of Applicant

Date

FOR COMPLETION BY CITY STAFF

APPLICATION: APPROVED DENIED

Staff Signature: _____ Date: _____

Comments: _____



41 way and on public property, because public property has not historically been used in
42 the City for free expression and communication by the public; and

43 **WHEREAS**, the Planning and Architectural Review Board, acting as the Local
44 Planning Agency, found and determined that this Ordinance is consistent with the City's
45 Comprehensive Plan, and the City Commission finds and determines that the following
46 amendments are consistent with all applicable policies of the City's Comprehensive
47 Plan.

48 **NOTE:** Underlined words constitute additions to the City of the City of Flagler
49 Beach Land Development Regulations, ~~striketrough~~ constitutes deletions from the
50 original Code of Ordinances, and any asterisks (***) indicate an omission from the
51 existing text which is intended to remain unchanged.

52
53 **NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF**
54 **FLAGLER BEACH, FLORIDA, AS FOLLOWS:**

55
56 **SECTION ONE.** The findings set forth in the recitals above are hereby adopted as leg-
57 islative findings of the City Commission pertaining to this Ordinance.

58 **SECTION TWO.** Article VII, "Signs," of the City of Flagler Beach Land Development
59 Regulations is hereby amended as set forth below:

60 **ARTICLE VII. SIGNS**

61 ***

62 **7.06.10. Signs on or over public property.**

63 A. Except as otherwise provided herein, no person except the governmental entity
64 owning the property shall erect a sign on or over any public right-of-way or public
65 property.

66 B. Temporary signs in City public parks shall be allowed only for events to be held at
67 the public park which are open to the public upon application for a permit, pursuant
68 to this Article. Applicants shall not be required to provide a bond or public liability
69 insurance unless a temporary sign is associated with a special event required to be
70 permitted under the City's Code of Ordinances. Standards for such signs in City parks
71 are governed by Section 7.07.03.

72 C. Pedestrian wayfinding sign blades owned and controlled by the City may be provided
73 by the City and shall be located only on pedestrian wayfinding sign posts as provided
74 by the City in the City's sole discretion within public rights-of-way. Pedestrian
75 wayfinding sign are subject to the following quantity and specifications:

76 1. Pedestrian wayfinding sign blades shall be limited to one (1) directional sign
77 blade per side per business or venue where a valid local business tax receipt
78 has been obtained or is not required;

79 2. The City shall charge a fee established by resolution of the City Commission

- 80 to have each sign blade made after receipt and approval of an application
81 from an eligible business;
- 82 3. After approval of an application from an eligible business, the City shall install
83 and maintain each sign blade;
- 84 4. The City shall charge an annual maintenance fee established by resolution of
85 the City Commission for each sign blade, which maintenance fee shall be due
86 on October 1, of each year; failure to pay the annual maintenance fee within
87 thirty days of the date due shall result in removal of the applicable sign
88 blade(s).
- 89 5. The total number of pedestrian wayfinding sign blade locations shall be
90 limited to six (6) sign blades per side;
- 91 6. Sign blade locations on pedestrian wayfinding sign posts shall be allocated on
92 a first-come, first-served basis;
- 93 7. No application for a pedestrian wayfinding sign blades shall be approved for
94 a business or venue located within 150 feet, measured along the right-of-
95 way, from the pedestrian wayfinding sign post requested;
- 96 8. Pedestrian wayfinding sign blades shall not exceed eight (8) inches tall by 20
97 inches wide ~~with logos and/or lettering not to exceed seven (7) inches tall by~~
98 ~~14.5 inches wide;~~
- 99 ~~9. Pedestrian wayfinding sign blades and~~ shall include a four (4) inch wide “A1A
100 Blue” directional panel at the right end of the sign blade with a white three
101 (3) inch by three (3) inch arrow and white distance to the destination in
102 blocks;
- 103 9. The City may remove the sign blade for the business located furthest away
104 from the pedestrian wayfinding sign post to install a sign blade for a business
105 located closer to the pedestrian wayfinding sign post at no cost to the
106 business located furthest away. The City will refund the annual maintenance
107 fee for the removed sign blade on a prorated basis;
- 108 10. Pedestrian wayfinding sign blades shall be limited to logos and/or a dark
109 background with white lettering in “Arial Black” font;
- 110 11. The City will remove any pedestrian wayfinding sign blade for any business or
111 venue that relocates, ceases operation, and/or closes;
- 112 12. Relocated businesses or venues that desire a new pedestrian wayfinding sign
113 blade must complete a new application for approval; and
- 114 13. The City may install pedestrian wayfinding sign blade(s) for one (1) or more
115 institutions on pedestrian wayfinding sign posts.

116 ***

117 **SECTION THREE. Codification.** It is the intent of the City Commission of the City of

118 Flagler Beach that the provisions of this Ordinance shall be codified. The codifier is
119 granted broad and liberal authority in codifying the provisions of this Ordinance.

120 **SECTION FOUR. Conflicts.** In any case where a provision of this Ordinance is found to be
121 in conflict with provisions of any other ordinance of this City, the conflicting provisions
122 of the previous ordinance shall be repealed and superseded by this Ordinance.

123 **SECTION FIVE. Effective date.** This Ordinance shall take effect immediately upon
124 adoption as provided by the Charter of the City of Flagler Beach.

125

126 PASSED ON FIRST READING THIS 12TH DAY OF DECEMBER, 2013.

127 PASSED AND ADOPTED THIS 9TH DAY OF JANUARY, 2014.

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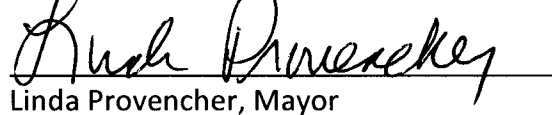
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CITY OF FLAGLER BEACH, FLORIDA

CITY COMMISSION



Linda Provencher, Mayor

135

ATTEST:

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Penny Overstreet, City Clerk

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140

THE NEWS-JOURNAL

Published Daily and Sunday
Daytona Beach, Volusia County, Florida

State of Florida,
County of Volusia

Before the undersigned authority personally appeared

Cynthia Anderson

who, on oath says that she is

LEGAL COORDINATOR

of The News-Journal, a daily and Sunday newspaper,
published at Daytona Beach in Volusia County, Florida; the
attached copy of advertisement, being a
.....

PUBLIC NOTICE

L 2048229

in the Court,
was published in said newspaper in the issues.....

DECEMBER 23, 2013

Affiant further says that The News-Journal is a newspaper
published at Daytona Beach, in said Volusia County, Florida,
and that the said newspaper has heretofore been continuously
published in said Volusia County, Florida, each day and
Sunday and has been entered as second-class mail matter at
the post office in Daytona Beach, in said Volusia County,
Florida, for a period of one year next preceding the first
publication of the attached copy of advertisement; and affiant
further says that he has neither paid nor promised any person,
firm or corporation any discount, rebate, commission or
refund for the purpose of securing this advertisement for
publication in the said newspaper

[Handwritten signature of Cynthia Anderson]

Sworn to and subscribed before me

This 23RD of DECEMBER

A.D. 2013

[Handwritten signature of Cynthia E. Maley]

49D



ORDINANCE 2013-17
AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING APPENDIX A LAND DEVELOPMENT REGULATIONS, ARTICLE V, DEVELOPMENT DESIGN AND IMPROVEMENT STANDARDS, SECTION 5.02.23, PROCEDURES TO PAY OR CONTEST PARKING CITATIONS, SUBSECTION (A) (2); PROVIDING FOR CODIFICATION, CONFLICT AND AN EFFECTIVE DATE.

ORDINANCE 2013-18
AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING ARTICLE V, DIVISION I, SECTION 2-102, OF THE CODE OF ORDINANCES OF THE CITY OF FLAGLER BEACH, ESTABLISHING A "LOCAL LAW" PENSION PLAN FOR POLICE OFFICERS TO BE KNOWN AS THE CITY OF FLAGLER BEACH POLICE OFFICERS' RETIREMENT SYSTEM; PROVIDING FOR THE PURCHASE OF CREDITED SERVICE FOR PRIOR POLICE SERVICE; PROVIDING FOR PURCHASE OF CREDIT FOR MILITARY SERVICE PRIOR TO EMPLOYMENT; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE 2013-19
AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING AND RESTATING PART II, CHAPTER 2, ADMINISTRATION, ARTICLE V, EMPLOYEE BENEFITS, DIVISION I, GENERALLY, SECTION 2-102, MUNICIPAL POLICE OFFICERS' PENSION TRUST FUND, OF THE CODE OF ORDINANCES OF THE CITY OF FLAGLER BEACH, KNOWN AS THE CITY OF FLAGLER BEACH POLICE OFFICERS' RETIREMENT SYSTEM; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE 2013-20
AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING CHAPTER 4 AMUSEMENTS AND ENTERTAINMENT; ARTICLE III SPECIAL EVENTS; SECTION 4-102; PERMIT REQUIRED; COMPLIANCE WITH ORDINANCE PROVISIONS; TO CREATE SUBSECTION'S (D), (E), & (F); TO GRANT TEMPORARY WAIVERS TO THE CODE FOR SPECIAL EVENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE 2013-21
AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING SECTION 2.06.06 OF THE LAND DEVELOPMENT REGULATIONS TO MODIFY THE LIST OF MULTIFAMILY AND MOTEL STRUCTURE STANDARDS BY REMOVING LAUNDRY FACILITY AND RECREATION SPACE REQUIREMENTS; PROVIDING FOR CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE.

ORDINANCE 2013-22
AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING ARTICLE VII, "SIGNS," OF THE CITY OF FLAGLER BEACH LAND DEVELOPMENT REGULATIONS; PROVIDING LEGISLATIVE FINDINGS; AMENDING SECTION 7.06.03 OF THE LAND DEVELOPMENT REGULATIONS TO REVISE THE SPECIFICATIONS OF PEDESTRIAN WAYFINDING SIGNS ON AND OVER PUBLIC PROPERTY AND RIGHT OF WAY; PROVIDING FOR CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE.

ORDINANCE 2013-23
AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING SECTION 2.05.07 OF THE LAND DEVELOPMENT REGULATIONS TO ADD STANDARDS FOR STRUCTURES OVER WATER; PROVIDING FOR CODIFICATION, CONFLICTS, AND AN EFFECTIVE DATE.

PUBLIC HEARINGS AND FINAL READING WILL BE HELD ON JANUARY 9, 2014 AT 6:30 P.M. OR AS SOON THEREAFTER AS POSSIBLE, IN THE CITY COMMISSION CHAMBERS, 105 S. 2ND ST., FLAGLER BEACH, FL. THIS PUBLIC HEARING MAY BE CONTINUED TO A FUTURE DATE OR DATES. THE TIMES AND DATES OF ANY CONTINUANCES OF A PUBLIC HEARING SHALL BE ANNOUNCED DURING THE PUBLIC HEARING WITHOUT ANY FURTHER PUBLISHED NOTICE. THE ORDINANCE MAY BE VIEWED AT THE ABOVE LOCATION. INTERESTED PARTIES MAY APPEAR AT THE MEETING AND BE HEARD WITH RESPECT TO THE PROPOSED ORDINANCE.
CITY OF FLAGLER BEACH
P.O. BOX 70, 105 S. 2ND STREET
FLAGLER BEACH, FL 32136
PHONE (386) 517-2000
FAX (386) 517-2008
L2048229, Dec. 23, 2013. II

RESOLUTION 2017-41

A RESOLUTION BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, AMENDING RESOLUTION 2011-33, 2012-46 and, 2016-20 WHICH ADOPTED A FEE SCHEDULE, TO INCREASE FEES TO COMPENSATE FOR THE COST ASSOCIATED WITH DOOR TO DOOR SOLICITATION PERMITS, OUTLINED IN EXHIBIT "A"; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, a fee has been established to issue Door to Door Solicitation Licenses as \$52.50. It has been reported by Staff the cost associated with issuing the licenses is higher than the issue fee. Fees for services should be set to compensate for the actual cost of providing the service. The actual cost to issue a Door To Door Solicitation license is \$78.00.

NOW THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF FLAGLER BEACH, AS FOLLOWS:


SECTION 1. The City Commission of the City of Flagler Beach, established by Resolution 2011-33 2012-46 and, 2016-20 a list of activities for which the city shall levy a fee or charge. It is the intent of these regulations that the City of Flagler Beach shall not be required to bear any part of the cost of applications, petitions, material and maintenance of material made under the specified activities listed and that the fees and costs involved in the processing of applications, petitions material and maintenance of material shall be borne by the applicant. Each applicant shall submit a deposit based on an estimate of fees and charges for review and evaluation of subject materials upon application submittal. Should, at any time during the review process, the deposit rendered be insufficient, additional monies shall be collected prior to completing the review process. The City of Flagler Beach Finance Department shall issue refunds for all unused monies that remain.

SECTION 2. All resolutions or parts of resolutions in conflict herewith be and the same are hereby repealed.

SECTION 3. This Resolution shall become effective immediately upon passage as provided by law.

PASSED AND ADOPTED THIS 7th DAY OF DECEMBER, 2017.

ATTEST:


Penny Overstreet, City Clerk

CITY OF FLAGLER BEACH, FLORIDA
CITY COMMISSION

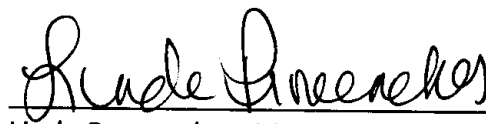

Linda Provencher, Mayor

Exhibit A to Resolution 2017-41
amendments are indicated by italic bold font

Activities	Fee
1. Binding Lot	\$ 150.00
2. Golf Cart Initial registration	
a. Initial Registration	\$40.00
b. Annual renewal	\$30.00
3. Door To Door Solicitation Permit	\$150.00
4. Outdoor Entertainment License	\$150.00
5. Special Event's	
a. Personnel Cost	1 1/2 times the payroll rate
b. Administrative Cost	additional 30% of total cost of personnel & equipment
c. Fire & Emergency Equipment	Current Industry Norms
d. Fire Inspection	\$50.00
e. Event Application Fee and Deposit	Minor: \$50.00 application fee and \$200.00 deposit Intermediate: \$100. application fee \$400. deposit Major: \$200. application fee and \$600. deposit
f. Itinerant Merchant License Fee	\$35.00
6. Estoppel Research Fee	\$25.00
7. Wayfinding Signage Fees	
a. Blade	\$55.00
b. Maintenance and Administrative Annual Fee	\$45.00
8. Pier Plank Fee	\$125.00



Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting



December 8, 2025

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: December 8, 2025
Item Name: Farmers Market Operating Agreement

Background:

Review the updated Memorandum of Understanding (MOU) governing the weekly Farmers Market community event. As the market location changed and continues to grow in scale and participation, a few operational, logistical, and partnership considerations require clarification or revision. Updating the MOU will help ensure clear roles and responsibilities among all stakeholders, support smoother event coordination, and reflect current community needs and expectations.

Fiscal Impact:

Staff Recommendation:

For CRAAB to suggest to CRA Board to approve updates to the Farmers Market MOU.

Attachments:

1. Farmers Market MOU Draft Nov 2025 PDF
2. Market Layout- Plan A & B

FARMERS MARKET OPERATING AGREEMENT

This Operating Agreement is between Flagler Strong, a 501(c)3 organization, and the City of Flagler Beach (the "City"), and describes the operating conditions, rules, and regulations associated with the Farmers Market (the "Market").

1. **The Market will be open every Saturday, weather permitting, from 9:00 AM to 1:00 PM. Vendors may begin setting up on S. 2nd Street at 7:30 AM and must complete teardown by 2:00 PM.**
2. All vendors must obtain a City of Flagler Beach Local Business Tax Receipt (LBTR). For vendors already possessing a City LBTR, no additional LBTR for participation at the Market will be required.
3. ~~Vendors will be charged a \$15.00 weekly rental fee (payable to Flagler Strong).~~
4. Flagler Strong will be responsible for ensuring compliance with Flagler Beach codes and general cleanliness of the market site. **Flagler Strong will provide a copy of vendor agreement and update when changes are made.**
5. **Amplified music may be included as part of market operations, in accordance with the City's Noise Ordinance.**
6. The Market will comply with the regulations described in the City's Land Development Regulations, Sec. 2.06.03.3. Products for sale at the market are defined in the City's Land Development Regulations, Sec. 2.02.00: agricultural products, seafood, licensed products permitted by the Florida Department of Agriculture, cottage food products as defined by the Florida Department of Agriculture, eggs, plants, health food products, arts and crafts, nonprofit organizations and animal rescue adoptions.
7. Vendor participation is capped at thirty vendors. If appropriate, Flagler Strong may request additional vendors, but the request must be approved by the Community Redevelopment Agency (CRA) Director (and subsequently described to the City Commission [Community Redevelopment Agency Executive Board]).
8. The City will provide electricity and trash collection services (at no cost to Flagler Strong or vendors) to support the Market.
9. No off-site signage for the Market is permitted.
10. The location of the Market is identified on the attached map. Flagler Strong will be responsible for appropriately designating the vendor and parking areas of the Market.
11. **The MOU will include the Plan A Map as the standard layout for the Saturday Farmers Market, along with the Plan B Map, which will be used when other events are occurring in Veterans Park concurrently with the market.**

- 12. The CRA Director is authorized to make amendments to this Agreement, but such amendments must be formally considered and adopted at the next regularly scheduled CRA Executive Board meeting.
- 13. This Agreement will be reviewed and approved on an annual basis with the concurrence of both parties or terminated (with a minimum of sixty days-notice) by either party.

Patti King, Mayor
CITY OF FLAGLER BEACH, FLORIDA

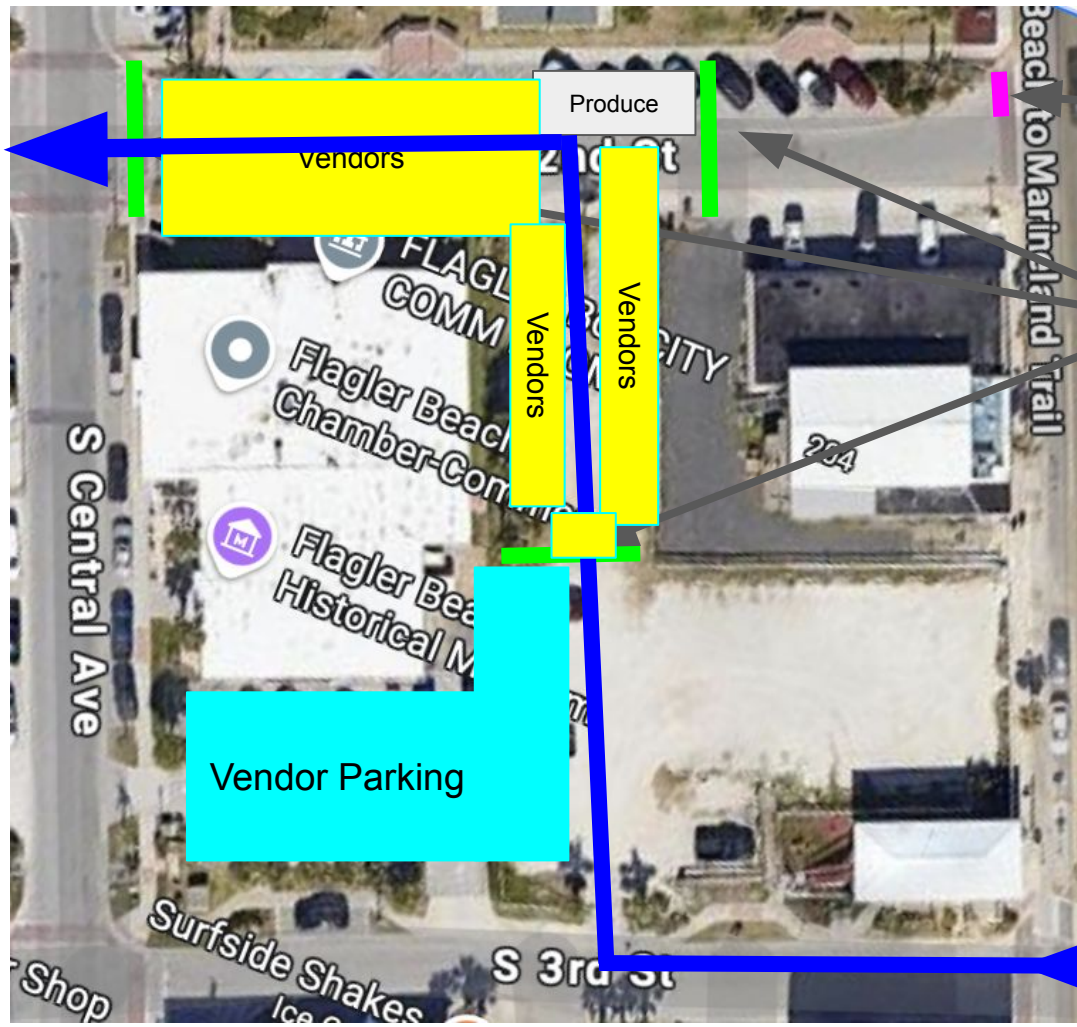
Date: _____

Tracy Callahan-Hennessey
FLAGLER STRONG

Date: _____

DRAFT

Primary Market Plan



No Thru Traffic Sign

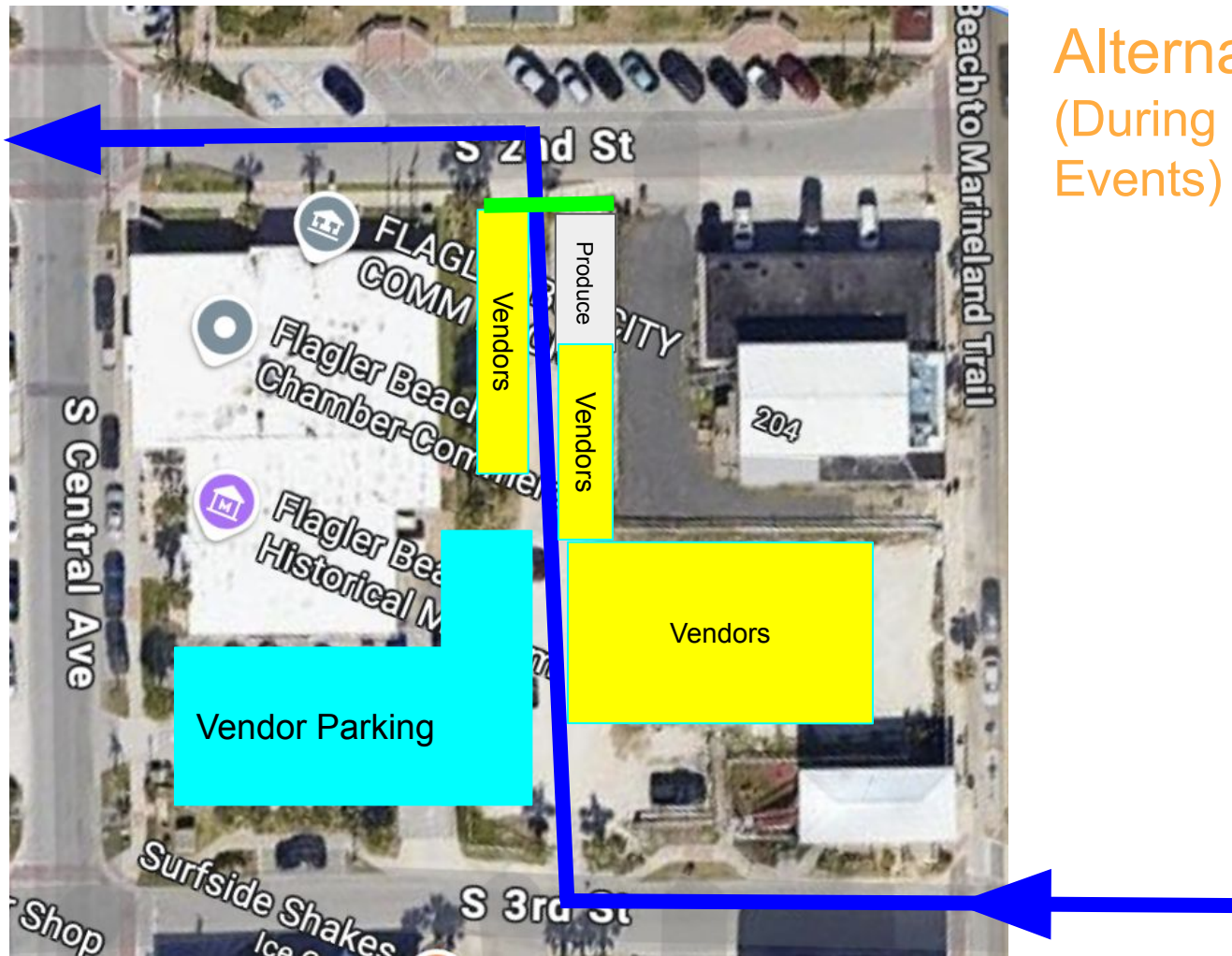
Barriers 7:30 - 2:00

Vendor Parking

Vendors

- Unload (7:30-8:30)
- Load (1:00-1:30)

Alternative Market Plan (During other Veterans Park Events)





Staff Report

Community Redevelopment Agency Advisory Board
Regular Meeting



December 8, 2025

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: December 8, 2025
Item Name: CRA District Banners

Background:

Interested in gathering input and suggestions for new banner designs to be displayed on the decorative streetlamp poles throughout the CRA District beginning in the New Year. As these banners play an important role in district identity, seasonal messaging, and overall visual appeal, it is essential to ensure that upcoming designs reflect community priorities and support the City's branding goals. This discussion will provide an opportunity to review potential themes, design concepts, and scheduling considerations, and to recommend banner design to CRA Board.

Fiscal Impact:

Staff Recommendation:

Recommend banner design to propose to CRA Board.

Attachments:

1. Copy of Flagler Beach FL order PO#5105 REVISED



860 Downs Road
 Champlin, MN 55316
 P: (763) 433-9120
 F: (763) 506-0860
 1-800-755-3039
 www.mainstreetdesigns.com

Gavin McLaughlin 763-433-9120

Sales Order		PO#	5105	
Sold To City of Flagler Beach Katherine Monroy 105 S. Second Street Flagler Beach, FL 32136		Ship To City of Flagler Beach Katherine Monroy 105 S. Second Street Flagler Beach, FL 32136 KMonroy@cityofflaglerbeach.com		
Date	February 28, 2025	Customer Purchase Order		
Ship By:		Contact	: 386-517-2000 ext. 238	
Must have By:	ASAP	Freight Charges	Prepay and add to invoice	
Part Number	Quantity		Unit Price	Total

Custom-Vinyl	19	24" x 72" Vinyl Banner - "Centennial"	\$80.00	\$1,520.00
Custom-Vinyl	86	18" x 36" Vinyl Banner - "Centennial"	\$45.00	\$3,870.00
Custom-Vinyl	17	24" x 72" 18 oz Vinyl Banner - "Indoor"	\$72.00	\$1,224.00
FF3	19	FF3 Bracket Set with Banding	\$120.00	\$2,280.00
FFLL	45	FF1 Bracket Set with Banding	\$60.00	\$2,700.00
Banding Tool	1	Banding Tool	\$140.00	\$140.00



Subtotal	\$11,734.00
UPS (EST)	\$200.00
Total	\$11,934.00



Flagler Beach, FL		TAKE NOTHING FOR GRANTED, PLEASE CHECK PROOF CAREFULLY.
FILE	1 NEW	Reproduction and a computerized representation of the order. Customer approval is required. We are not responsible for any errors after approval.
DATE	2-19-25	
SIZE	18" x 36" 24"x72"	
FABRIC	VINYL	
PRINT	DIGITAL	
PROCESSED IN	USA	

All Decorations Carry 5 Year Warranty
All Banners Carry 3 -Year Warranty
Gavin@mainstdesigns.com