



Community Redevelopment Agency Advisory Board Regular Meeting Agenda

Monday, February 9, 2026 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. **Approve Minutes**
 - a. Approve the Minutes of the January 12, 2026 Meeting.
4. **Public Comments**
5. **New Business**
 - a. Special Events Ordinance 2025-19 Review
 - b. CRA Small Grant Completion- 316 S. Oceanshore Blvd
 - c. 45-Day Extension Request for an Awarded CRA Small Grant Project – 404 S. Oceanshore Blvd.
 - d. Review CRA Grant Applications
 - e. External Grant Opportunities Review
6. **Old Business**
 - a. CRA Capital Projects
7. **Board Comments**
8. **Staff Comments**
 - a. Community Dinner- April 18, 2026

9. **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, January 12, 2026, 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.

PRESENT: Chair Chris Marlow, Vice Chair Jordan Farrell, Manoj Bhoola, Jeff Meyer, Anthony Cinelli, Daryl Reynolds, City Manager Dale L Martin, CRA Director Casey Ryan, and City Clerk Penny Overstreet
ABSENT: Dawn Romero

1. **Call the meeting to order.** Chris Marlow called the meeting to order at 2:00 p.m.
2. **Pledge of Allegiance.** Mr. Marlow led the pledge to the flag.
3. **Approve Minutes**
 - a. Approve the December 8, 2025, Minutes. Motion by Manoj Bhoola to approve the minutes. Anthony Cinelli seconded the motion. The motion carried unanimously.
4. **Public Comments.** Jessica Marson, spoke on behalf of Flagler Creates and noted they had raised \$5k for downtown beautification and wanted to share with this advisory group their goals for bringing art and beautification to the city, and they may have requests to present to the board in the future.
5. **New Business**
 - a. **Golf Cart/Mobility Discussions.** Ms. Ryan briefly reviewed the progress and the public outreach efforts. Mr. Martin spoke of how the program would implement impact fees that would be designated for mobility projects only. Mr. Martin reported he has reached out to the Florida Department of Transportation (FDOT) requesting approval for Golf Carts (low speed vehicles or LSV's) to cross the SR 100 bridge on the West bound side of the bridge. A trial run project (nine (9) months) in which the City would bear the associated costs. The existing sidewalk would still be separated; staff would create a new lane for the carts that would be protected with "jersey barriers" to prevent vehicles or carts from crossing over into cart lane and causing collision. Mr. Martin continued stating the carts would not be permitted to cross Moody (SR 100) once on the West side of the bridge. The long-term plan is to connect the cart lane with the new commercial Summertown area and John Anderson. Discussion ensued regarding the cart registration fees and how they are allocated. Mr. Bhoola suggested mirroring this cart lane on the Southside of the bridge. Mr. Martin advised at this time he is awaiting FDOT's response.
 - b. **Farmers Market Discussion.** Ms. Ryan reported on the recently approved agreement and site plan between Flagler Strong and the City. Ms. Ryan reported Flagler Strong has returned with a request to extend the market time until 3:00 p.m., noting the current approved end time is 1:00 p.m. Mr. Bhoola stated there are vendors at the market that are direct competition with the brick-and-mortar restaurants, he likes the market but feels it is fair to only have them open until 1:00. Jeff Meyer agreed. Jordan Farrell suggested allowing a 1-hour extension on the Saturday's following a First Friday event. Mr. Cinelli reported the produce vendor had been moved to his parking lot, he seemed to be the hold-up with breaking down to reopen the road. The group reached a consensus to recommend maintaining the end time of the Farmers Market at 1:00 p.m.

- c. Updates on City/CRA Projects. Ms. Ryan spoke of the CRA Capital Projects and provided updates on the progress of each project.
- Parking Lot Repaving Project: S. Daytona Avenue/S. 5th Street.
 - Decorative Lights: equipment ordered and delivered. Staff are now auditing the existing lights to determine the need for repair or replacement.
 - Wickline Playground: equipment is ordered. CRA Board approved contract for installation.

6. Board Comments.

Ms. Ryan noted the next meeting is scheduled for February 09, 2026.

Mr. Marlow suggested the parking lot improvements not be made during peak business months, he suggested repairs be made between September 1 and February 13.

Mr. Farrell requested to see a rendering of the selected Wickline Playground equipment and surface. The CRA Director will provide this to the Committee.

Mr. Marlow inquired about banners. Mr. Martin responded the Commission suggested building a seasonal inventory. Mr. Bhoola asked will the banners be following the theme recommended by branding committee. Mr. Martin reported there is a decision item for the color palate of the shade material on the January 22, 2026, Commission agenda.

Discussion ensued regarding the new pier and whether it will have free access. Mr. Martin responded that it is his recommendation. However, the Commission has concerns about how the insurance premiums will be paid. Mr. Meyer suggested allowing five (5) to ten (10) kiosk vendors on the pier to assist with insurance costs.

Mr. Bhoola steered the conversation back to the branding and the wayfaring signage. Ms. Ryan spoke of wayfaring sign plans that included the utilization of a QR code that would be maintained. Once the color palette is decided we are looking into incorporating that branding of the bike racks, garbage cans, post color, benches, and other ancillary objects within the streetscape. Mr. Bhoola inquired if there are plans to fund these projects in next year's CRA budget. Mr. Martin responded he anticipated additional monies unless the Governor's initiative to remove Ad Valorem tax for homestead properties is passed. Mr. Meyer suggested local City of Flagler Beach vendors for the signs, banners, and powder coating of the posts, and stated that he would email the CRA Director the contact information for both.

Mr. Martin requested feedback from the New Years Eve event. All comments were positive.

Mr. Martin spoke of his intent to submit an application to the Transportation Planning Organization for funding to extend the Boardwalk on the south side to meet up and connect with the proposed Sun Trail.

Mr. Bhoola suggested a dog clean-up station at each end of the sidewalk in Veterans Park.

7. Adjournment. Mr. Farrell put forth a motion to adjourn the meeting at 3:03 p.m.



Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting

February 9, 2026

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: February 9, 2026
Item Name: Special Events Ordinance 2025-19 Review

Background:

The City's Special Events Ordinance 2025-19, revised in November 2025, may require further revision to include language specifying that road closures, fee waivers, or City co-sponsorship for special events require City Commission approval.

Fiscal Impact:

Applicable fees and fines are established under the City's adopted Fee and Fine Schedule.

Staff Recommendation:

Staff recommends a further revision to the City's Special Events Ordinance to include language requiring applicants to submit applications at least 60 days in advance for road closures, fee waivers, or City co-sponsorship, as all require Commission approval.

Attachments:

1. Special Events Application and Layout
2. Special Events Ordinance No. 2025-19
3. Fee and Fine Schedule - Final 10.24.2025

City of Flagler Beach
SPECIAL EVENTS APPLICATION



105 South 2nd Street,
Post Office Box 70
Flagler Beach, Florida 32136
Phone (386) 517-2000 Fax (386) 517-2008

INSTRUCTIONS:

Please print or type all information. The application must be filled out accurately and completely. Answer all questions. Do not leave an item blank. If an item does not apply, write N/A (not applicable). Incomplete applications will not be considered. All statements made on the application are subject to verification.

If you have a 5013 C exemption certificate please attach a copy to this application for the application fee waiver.

OFFICE USE ONLY

DATE REC'D _____

FEE REC'D \$ _____

INITIALS:

APPROVED

DISAPPROVED

REASONS:

PX _____

BY: _____

CITY SPONSOR: YES

NO

Please type or print legibly
Required Information

Name of Event

Producer\Promoter: Corvettes at the Beach

Type of Organization: _____ non-profit profit _____ charitable _____ government _____

Will the City be asked to sponsor or co-sponsor? Yes _____ No

Contact Person: Gregory Norton

Address: 161 Eric Dr.

City: Palm Coast State: FL Zip: 32164

Work Phone: N/A Home Phone: 386-437-6888

Fax: N/A Mobile Phone: 732-768-6867

E-Mail Address: gregnorton@bellsouth.net

Billing Information

Is the party responsible for billing same as above? _____ Yes No

If No, please provide the proper information below:

Attention: Flagler County Corvette Club

Address: Dianne Kirchgessner-Treasure
4 Wilmart Pl.

City Palm Coast State FL Zip 32164

Work Phone: 386-451-9514 Fax: N/A

EVENT INFORMATION

Event Name: Corvettes at the Beach

Date(s) Requested: October 11, 2026

Location: Veteran's Park & surrounding streets

Brief Description of Event: Flagler County Corvette Club's annual Corvette car show

Site Plan Required: Attached? Yes No
If No, explain here:

Will admission fee be charged for event? Yes No Not to the public

Event Time: Date 10/11/26 Start 7 AM End 4 PM

Date _____ Start _____ End _____

Date _____ Start _____ End _____

Set Up: Date 10/10/26 Start 4:30 PM End 5:30 PM

Break Down: Date 10/11/26 Start 3:30 PM End 4:00 PM

Rain Date: Date ? Start _____ End _____

Total Number of Expected attendees/participants: 250
only needed if there is a hurricane

Age Breakdown: 1-10 11-18 19-25 26-40 Over 40

Have you held this event previously? No Yes

If Yes, Previous Date(s): 11 years, from 10/11/09 to 10/13/19

Location: Veteran's Park & streets - see site map

Does this event differ from previous years? No Yes

If Yes, explain how: _____

SIGNS/BANNERS

Will you require signs and banners at your event? No Yes

If Yes, list # and dimensions of each:

Proposed locations: only signs like the small real estate ones. For directing show participants to registration.
Corner #5, Daytona + 100, S. Central + 100, A1A + 100, 54th + A1A

PARADES

Parade permits for SR A1A or SR 100 are provided by FDOT. The City will apply for the permit but can not guarantee approval. A map of the route designating requested street closures must be attached.

Estimated number of parade units in each category:

N/A

<u> </u> Bands	<u> </u> Floats	<u> </u> Cars	<u> </u> Marching units	<u> </u> Miscellaneous
Parade time	Date: _____	Start _____ am/pm	End _____ am/pm	
Set-up time	Date: _____	Start _____ am/pm	End _____ am/pm	
Break down	Date: _____	Start _____ am/pm	End _____ am/pm	
Rain date	Date: _____	Start _____ am/pm	End _____ am/pm	

TRAFFIC

Will normal traffic patterns be altered by the event? No

If Yes, explain: S. 4th to S. Central until 10 AM, S. Central to S. 3rd
Parts of S. 3rd & S. 2nd. See site map

Will public parking, streets sidewalks, etc. be restricted or obstructed?

 No Yes (If yes, designate on site sketch)

Does your plan include on-site parking? No Yes (If yes, designate on site sketch)

Does your plan include off-site parking? No Yes (If yes, designate on site sketch)

Will shuttles be used to transport? No Yes No sidewalks will be restricted

FACILITY REQUIREMENTS

Location of these structures are required to be on Site Plan.

Will you utilize temporary structures at event? No Yes

If yes, indicate # of each: Stages 2 Tents Scaffolding Booths Fences
 Concession Stands Miscellaneous Pop up

Note: Special Permits are required for tents exceeding 200 SF. Special Building permits are required for temporary structures 700 SF or more in area and those that are four feet above grade.

How many tents exceeding 200 sq. ft. will be used? N/A List tent location and size: _____

Will you need electric? No Yes
 If yes, type of equipment: typical D.J. & 2 Laptop computers & 1 printer # of Amps needed: 20

Will you employ an electrician? No Yes
 If yes, provide name & phone number: _____

PROPOSED RETAIL SALES

*** Note: All vendors are required to complete an Itinerant Merchants License application**

Estimated total number of vendors: _____ Estimated # of each type of vending: ___ Crafts
___ Clothing ___ Food/Beverage ___ Jewelry ___ Misc (Describe in detail below.)

N/A

Prepared Food and Alcoholic Beverages\Liquor Liability

Will food\beverage be prepared\sold at this event? No ___ Yes (If yes, see below.)

Note: Fire extinguishers are required and will be inspected by the Flagler Beach Fire Department, Department of Business & Professional Regulation or Department of Agriculture licenses are required and copies must be provided to the City, additional liability insurance required as set by Special Events Ordinance.

Will alcoholic beverages be dispensed, provided or served? No ___ Yes (If yes, see below.)
Note: Liquor Liability Coverage required.

Name of Organization licensed to serve alcohol at this event: _____

This organization is _____ for profit _____ not for profit

(2 @ City Hall
2 @ Pier)

RESTROOM FACILITIES

Toilet Facilities available?* ___ No If Yes, how many: 4

Will you provide Port-o-lets?* No ___ If Yes, how many: ___ (Designate on site plan.)

**Note: ADA requires one handicapped restroom in each group of restrooms*

AMERICANS WITH DISABILITIES ACT

ADA requires with accessibility guidelines as adopted by the State of Florida are now in effect.

SANITATION

Please review the Special Events Ordinance, and the current fiscal year Fee and Fine Schedule.

POLICE SERVICES\CROWD CONTROL

Please review the Special Events Ordinance for Police\Security requirements.

LIABILITY INSURANCE WILL BE REQUIRED

See Special Events Ordinance for insurance\indemnity requirements

SIGNATURE(S)

I understand this is an application only and does not obligate the City in any fashion to reserve any facility location or approve an event. I also understand that if application is approved, non-compliance with event ordinances and agreements within these pages, could impact future event terms or approvals.

Signature of Applicant Gregory Norton Date 11/20/2026
Title of Applicant Car Show Chairman
Affiliation Flagler County Corvette Club

CITY OFFICIALS

City Services Required by Department Heads

Chief of Police:

Fire Chief:

Sanitation:

Parks & Recreation:

Public Works:

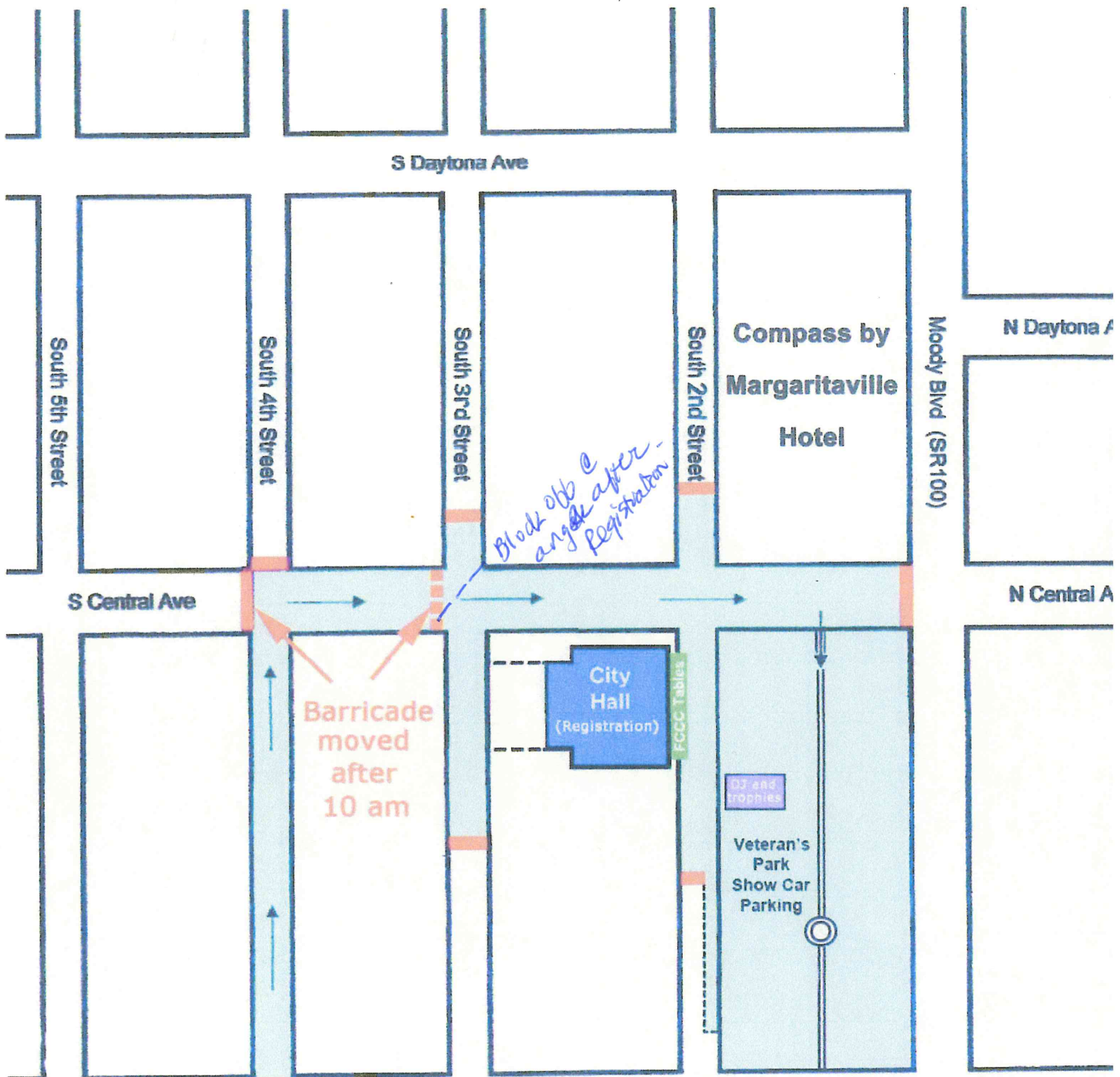
Engineering:

Building:

Planning:

Sign off by City Commission Chair if required:

_____ Date _____



2026 Corvettes at the Beach

Show Field Overview

- Street Barricades / No Parking Areas █ *Barrell Style*
- Street Access / Entrant Parking █
- Show Registration █
- DJ and Trophy Display █
- PopUps FCCC Sales / Raffle Tables █

42 PASSED ON FIRST READING THIS 11TH DAY OF SEPTEMBER 2025.

43

44 PASSED AND ADOPTED THIS 13TH DAY OF NOVEMBER 2025.

45

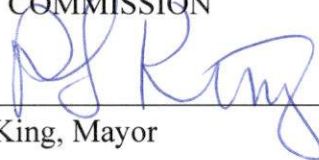
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CITY OF FLAGLER BEACH, FLORIDA
CITY COMMISSION

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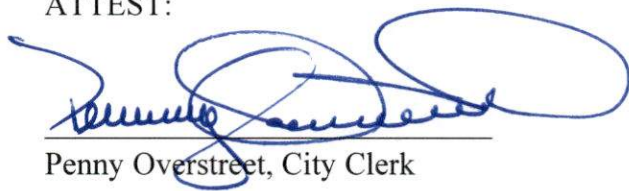


50

Patti King, Mayor

51 ATTEST:

52



53

54 Penny Overstreet, City Clerk

ARTICLE III. SPECIAL EVENTS

Sec. 4-101. Title.

This article shall be known as the Special Events Ordinance of Flagler Beach, Florida.

Sec. 4-102. Special Event Approval required; compliance with article provisions.

- (a) All special events shall comply with the provisions set forth in this article and with all terms, conditions, and requirements identified in the special event application (SEA) approval. A special event held within the incorporated portion of the City shall require approval from the City.

Sec. 4-103. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant. The individual(s) or entity that submits an SEA to the City to hold a special event. The applicant is responsible for compliance with terms and conditions set forth in the Special Events Ordinance. The owner or owners of any property on which a special event occurs shall also be deemed the applicant in terms of responsibility or liability for violation of this article or other federal, state, or local regulations occurring on any such property because of such special event.

Application means a written application for a proposed special event. The application form shall be provided by the City.

Certificate of Insurance is proof of insurance coverage for the insured party.

City event means those activities or events organized by the City.

City co-sponsored event. City co-sponsored events are community based and nonprofit events that are free to the public and approved by the City Commission to name the City as a co-sponsor. The City's level of co-sponsorship shall be determined by the sole discretion of the City Commission.

City services means any additional city run services beyond those that are regularly provided by the City such as additional police services, traffic control, crowd control, fire and/or emergency medical services, street closures, garbage cleanup, or other municipal services which may be necessary to service the event.

Commercial means for the purposes of this article the charging of a for-profit admission fee or for-profit sale and orders of goods or services; except that commercial zoning shall mean that category of zoning in the city land development regulations.

Cottage food vendor means an individual who produces and sells cottage food products in accordance with Section 500.80, Florida Statutes, and related rules of the Florida Department of Agriculture and Consumer Services (FDACS).

Fees shall mean any cost associated with a special event, including but not limited to, the application fee, any appeal fee, and all costs to be assessed or required by the City to support a special event as set forth by the City Commission by resolution, known as the Fee Schedule.

Home-based craft vendor means an individual who produces and sells handmade, non-food items from a residence on a limited basis and is not primarily engaged in operating a commercial business.

Public property means any public street, sidewalk, place, property, easement, structure, or facility owned, dedicated, controlled, or otherwise under the proprietary jurisdiction and control of the City.

Resolution means a resolution by the City Commission providing dollar amount of fees, licenses, and providing other special event criteria.

Special event means an event that is a non-routine happening or a social activity organized to include or attract people together in a defined area, which in the City's opinion, require city resources and services to ensure safety and coordination. Special events shall be classified as follows:

- (1) *Major event.* An event of one (1) or more day duration with a cost of over two thousand five hundred dollars (\$2,500.00) for city services, staff, overtime and equipment use.
- (2) *Intermediate event.* An event of one (1) or more day duration with a cost of between five hundred dollars (\$500.00) and two thousand nine hundred ninety-nine dollars (\$2,999.00) for city services, staff, overtime and equipment use.
- (3) *Minor event.* An event of one (1) day or less duration, with a cost of less than four hundred ninety-nine dollars (\$499.00) for city services, staff, overtime and use of equipment.

Temporary structures include, but are not limited to, sheds, booths, bleachers, canopies, tents, stages, and fences for temporary purposes during an event. Such structures shall not be erected prior to "set-up" time and shall be removed by the "break-down" time limit.

Itinerant merchant (vendors or IMs) means any person, vendor, concession, business corporation, entity, or enterprise providing the immediate sale of goods or services, or orders for goods and services for profit at or in conjunction with any special event as defined above.

Sec. 4-104. Submission of Special Event Application to the City.

- (a) A completed SEA must be submitted to the City no less than 30 days prior to a minor event, 40 days prior to an intermediate event, 60 days prior to a major event.
- (b) All SEAs will be submitted to the City. A completed SEA will include a complete and accurate SEA, site plan sketch, SEA fee as established by resolution by the City Commission in a Fee Schedule, certificate of insurances naming the City additionally insured in the amount of one million dollars (\$1,000,000.00) or two million dollars (\$2,000,000.00) if the event includes pyrotechnics/fireworks. If the applicant is a non-profit, the application will include an Internal Revenue Service (IRS) determination letter.

Sec. 4-105. Review of Special Event Application.

- (a) The City Manager or his/her designee shall make every attempt to review the application, inform the applicant if the application is incomplete, notify the applicant if the event is deemed a special event, of any additional requirements or modifications, and an estimate of costs within ten (10) business days of application receipt.
- (b) The City will make every attempt to notify the applicant if the SEA is denied within ten (10) business days of application receipt. An SEA may be denied on any of the following grounds:
 - (1) The SEA, including any required attachments and submissions, is not fully completed and accurate.
 - (2) The applicant has not tendered the required application fee with the application.
 - (3) The applicant is legally incompetent to contract or to sue and be sued.
 - (4) The proposed event or activity is prohibited by or inconsistent with this Code, the city comprehensive plan, zoning district, or land use regulations.
 - (5) The activity described in the application would present an unreasonable danger to the health or safety of the applicant, participants, public employees or members of the public.
 - (6) The proposed event or activity is prohibited by federal, state, or local regulations.

- (7) The event does not have or plan for adequate parking to accommodate the event.
 - (8) The event is proposed for a site that is inherently hazardous to the participants or other highway users.
 - (9) The event would have a substantial adverse impact on the health, safety, and welfare of neighboring residents and businesses of the proposed event.
 - (10) The Police Department in conjunction with other law enforcement agencies does not have sufficient resources to manage the necessary road closures and/or traffic control necessary to service the event.
 - (11) The requirements identified by the City to ensure public health, safety, and welfare have not been met.
 - (12) The City may reasonably limit the duration of the event including the hours of the event and the number of days it can be conducted to minimize adverse impact caused by the activity. Special event duration shall not exceed three (3) days.
- (c) An applicant may appeal the denial of an application to the City Commission at the next available meeting. Any such appeal must be filed with the City Manager and/or his/her designee within three (3) business days of the date the application denial was sent to the applicant.
 - (d) If an event is not approved, the City shall not be responsible for any costs incurred in relation to the event.

Sec. 4-106. Itinerant Merchants (vendors/concessions/businesses).

- (a) The applicant shall be responsible for providing the IM application form to each participating IM and obtaining and submitting completed IM application forms with copies of required licenses, insurances, and Local Business Tax Receipt to the City no later than ten (10) business days before an event. The City will provide the IM Permit to the applicant. The applicant shall be responsible for ensuring that every IM displays its city-issued IM Permit at all times during an event. Each separate IM must have a permit. Any person who claims to be an employee of an IM but appears to be operating as an independent merchant must be able to demonstrate to the satisfaction of the City that said person is in fact an employee and not an independent contractor; otherwise, that person will be classified as a separate IM. The applicant shall be held responsible for meeting the requirements of this article, including payment of the IM permit (per vendor). IM Permit fees must be paid to the City within five (5) business days after the event.
- (b) Food vendors must meet all the requirements of the Division of Hotels and Restaurants of the State Department of Business and Professional Regulation and/or Department of Agriculture. Food vendors must submit documentation ten (10) business days prior to the event showing proof that they have been properly licensed by these agencies, and hold a certificate of insurance in the amount of one million dollars (\$1,000,000.00) or as otherwise set by the City Attorney, with the City is named as an additionally insured. The certificate of insurance shall be provided to the City a minimum of ten (10) business days prior to the event.
- (c) Other providers of goods or services must operate in compliance with the provisions set forth in this Code, [and] state statutes pertaining to those goods or services, and any other applicable state regulations. A violation of state law or regulation pertaining to said provision of goods or services shall be deemed a violation of this article.
- (d) Each amusement ride/attraction must comply with the Standard Device Code 1997 edition or as new editions are adopted by the Florida Building Code, along with meeting all general liability requirements, and operator/owner must hold a one-million-dollar (\$1,000,000.00) certificate of insurance with the City named as an additionally insured.
- (e) If alcohol is to be served, applicant shall make special reference to alcohol liability in the SEA and on the appropriate IM permit.
- (f) All proposed vendors, concessions, itinerant merchants, and/or stands/booths or designated sites for same shall be noted on the site plan sketch and approved by the City. All vendors must comply with fire code requirements and shall be inspected if deemed necessary.

(Ord. No. 2014-06, § 1, 3-13-14)

Sec. 4-107. Exemptions from special event requirements.

- (a) An IM with an active Flagler Beach License Business Tax Receipt (LBTR) is exempt from the IM permit fee and must include its LBTR number on the IM application.
- (b) Any special event applicant may request a need-based application fee waiver from the City Commission.
- (c) Non-profit organizations in possession of an IRS certificate granting a tax-exempt status are exempt from the application fee. Non-profits must provide the IRS tax-exempt certificate in its SEA.
- (d) Home-based craft vendors and cottage food vendors who do not hold a LBTR shall be exempt from requirement to provide an LBTR, provided that the vendor presents proof of registration with the Florida Department of Revenue for the collection and remittance of sales tax, along with completing an IM application and paying the IM permit fee-
- (e) City events are exempt from special event requirements and fees.

Sec. 4-108. Special event application; costs/approval.

- (a) If the SEA is approved, the applicant shall be required to pay all fees established by this ordinance as set by the Fee Schedule. The applicant shall remit 50% of the estimated cost, serving as a deposit, within three (3) business days of receipt of the estimate. The final invoice for event costs shall be paid in full within five (5) business days following the event. The deposit will be counted towards the final invoice amount. All IM fees are required to be paid in full no later than five (5) business days after the event is complete.

Sec. 4-109. Control of outdoor noise.

Control of outdoor noise shall be in accordance with the city noise control ordinance.

Sec. 4-110. Alcohol and beverage sales.

Alcohol and beverage sales conducted on the property on which the special event is being held shall be in accordance with state statutes and this Code, including Sec. 4-127(b)(4). Furthermore, it is the responsibility of the alcohol licensee to ensure that no open containers of alcohol sold on the premises shall be permitted beyond the designated special event site. All beverages shall be served in paper, plastic or aluminum containers. The applicant shall provide the means to prevent underage drinking. The dispensing of or sale and consumption of alcoholic beverages, at a special event, must be conducted only within a temporary or permanent permitted structure on property properly zoned for commercial activity, and the building and parking must meet all applicable building codes and regulations.

Sec. 4-111. Public law enforcement and private security services.

- (a) The Police Chief or designee shall determine the number of public law enforcement personnel and private security personnel necessary to service a special event. Public law enforcement services shall be provided exclusively by the Police Department and its reserve officers, unless otherwise authorized by the Police Chief or designee. The applicant shall provide private security only when the Police Chief or designee determines it necessary under the circumstances.
- (b) The Police Chief and/or his/her designee shall establish the appropriate time frames in which public law enforcement and private security are needed for each aspect of the special event. The applicant will provide a tentative schedule of activities for each day on the SEA. The City recognizes that the final schedule may change

and the Police Chief and/or his/her designee or the supervisor in charge of the detail shall have the authority to adjust the work schedule to cover any activities that may require additional or fewer public law enforcement services. Vehicle usage incurred by the result of such special services may vary due to scheduling adjustments determined and approved onsite by the police supervisor and reviewed by the applicant during the event. Any additional fees generated by scheduling adjustments shall be the responsibility of the applicant.

- (c) If offsite traffic control is necessary, due to the high volume of traffic generated by the event, as determined by the Police Chief and/or his/her designee; the applicant shall pay the City for all costs related to providing this service.
- (d) In the event the applicant is authorized to utilize sworn law enforcement officers from an agency other than the police department, that agency must meet the requirements for security at the discretion of the Police Chief and/or his/her designee. Law enforcement officers from other agencies shall be responsible for arresting, booking and transporting arrestees as the law may require in each situation.
- (e) The fee schedule for determining officer personnel, administrative, and equipment costs, to be paid in advance by the applicant(s) of the event, shall set forth by the Commission in a Fee Schedule resolution.

Sec. 4-112. Public works services.

- (a) Should the services of the City Public Works Department be required, the number of personnel, type of equipment and the type of public works services required to service the event shall be determined by the City.
- (b) The fee for determining public works department personnel and equipment costs to be paid by applicant shall be those set by a fee schedule formula adopted by a resolution.

Sec. 4-113. Building department services.

The number of building department personnel and services required to service the special event shall be limited to inspection services required by the Florida Building Code. All inspection/permit fees for these services shall be paid by the applicant as set by a fee schedule formula adopted by a resolution.

Sec. 4-114. Portable toilets; number required, locations, servicing.

- (a) The ratio of one (1) portable toilet for up to one hundred fifty (150) people, and one (1) portable toilet for every additional one hundred fifty (150) people (or fraction thereof) onsite at any one (1) time, shall be considered the normal requirement, but may be reasonably adjusted by the City for specific events. The location of portable toilets and number of ADA compliant portable toilets shall be approved by the City.
- (b) All portable toilets shall be serviced a minimum of one (1) time per day for each day of the event. Any units located on public property shall be removed no later than twenty-four (24) hours after the conclusion of the event. Structures on the event site that have toilet facilities easily identified and readily available to the public, and require no charge to the public to have access or to utilize them may be used in the formula.

Sec. 4-115. Garbage pickup; servicing; fees.

- (a) The number and location of portable garbage cans and dumpsters located on the property on which the special event is conducted shall be determined by the City.
- (b) The formula for determining the number of portable garbage containers shall be three (3) sixty-four (32)-gallon size containers for every fifty (50) persons attending the event, per day. There shall be a minimum of one (1) six-cubic-yard capacity garbage dumpster available onsite during the duration of the event. An additional four (4)-cubic-yard capacity dumpster shall be added for every three hundred (300) persons per day over one thousand five hundred (1,500). All portable containers on and off site shall be emptied a minimum of one (1) time per day for each day of the event. Dumpster(s) may be serviced as needed. All garbage containers temporarily located on public property shall be removed no later than twenty-four (24) hours after the

conclusion of the event. Garbage container and dumpster pickup fees shall be the responsibility of the applicant(s). The above formula may be adjusted to allow for functionally equivalent garbage service. Dumpsters may be rented from the City as set by a fee schedule formula adopted by resolution. If dumpsters are attained from another source besides the City, they must be rear load dumpsters and the City is to be the sole provider of trash removal services not associated with construction activities unless they are in possession of a city business tax receipt to conduct such services.

- (c) The applicant shall be responsible for maintaining the event site and public property from trash, garbage, litter and any other debris within five hundred (500) feet of the boundaries of the property line on which the special event takes place. This responsibility shall extend from the first calendar day of the special event consecutively through the first twenty-four (24)-hour period after the last day of the special event. The property shall be maintained in the same or better condition existing prior to the commencement of the special event. The applicant is responsible for removing all remaining trash or debris gathered or relocated on the property as a result of the event. Uncontained accumulation of trash/debris is prohibited, and the City retains the right to remove accumulations and back charge the special event applicant for the cost incurred.

Sec. 4-116. Location of public parking; transportation services.

The applicant shall be responsible for submitting a site plan sketch that allows for adequate public parking, and special event shall only be approved for those events with adequate onsite parking. The site plan sketch shall designate all available parking and proposed locations for temporary signage. Temporary parking signage shall be regulated pursuant to article VII of the Land Development Code. The formula for determining adequate available parking shall be the estimated number of attendees divided by two and one-half (2.5) people per car. Attention shall be given to traffic circulation and emergency access for police, fire, and medical personnel. The applicant(s) may be required to post approved signage at all designated parking and make allowances for the security of all parking areas during the duration of the event. All signs shall be removed within twenty-four (24) hours of the event closing. Written permission from property owners approving offsite parking shall be provided. The applicant(s) shall designate and maintain adequate and easily accessible parking location for all security, fire protection, and emergency medical services onsite. Failure to provide for adequate parking and/or transportation services, during the planning stages, shall be grounds for event disapproval. The parking formula may be adjusted by the City.

Sec. 4-117. Public street barricades/street closures/detours.

The City shall have the full authority to close any city street or roadway and/or the detour of all traffic flow on any city street or roadway in relation to the management of an approved special event. The applicant(s) is responsible for submitting a site plan sketch detailing the proposed street closure. Approved barricades and temporary signage for approved locations shall be provided by the applicant, subject to city approval. Barricades may be supplied by the City at the designated rate as specified by a Fee Schedule adopted by resolution of the City Commission. It shall be the responsibility of the applicant to provide setup and breakdown of barricades and temporary signage; if not city property; at the approved times as determined by the City.

The City shall have the authority to request from the State road closures for any State-owned roadways for the purposes of special events in designated time frames.

Sec. 4-118. Emergency vehicle access.

Access, traffic lanes, and parking for emergency vehicles shall be determined and approved by the City Manager and/or his/her designee, Chief of Police, and Fire Chief when deemed necessary; and in accordance with all state, federal regulations.

Sec. 4-119. Pedestrian traffic access.

Pedestrian traffic access from parking areas to the event involving the crossing of a major thoroughfare may require additional traffic control measures to be implemented as determined by the City.

Sec. 4-120. Temporary structures; integrity, height, location.

It shall be the responsibility of the applicant of the special event to ensure that the structural integrity of all temporary structures erected for the special event are safe, structurally sound and adequately based on the number of persons specified to use the structure(s). The location of all temporary structures, erected for the purpose of the special event, shall be approved by the City and shall not be located as to damage the environment or to create safety concerns. All temporary structures shall be properly anchored against the possibility of strong weather conditions. Temporary structures, if deemed necessary will be inspected and approved by the City or their representatives.

Sec. 4-121. Location of staff management headquarters/telephone numbers/sound system location/uniform identification.

Applicant shall be responsible to provide the City with the location of the special event management staff headquarters and contact information during the event and after hours for emergency situations. Name(s) of onsite contact person(s) and telephone number(s) shall be collected in the SEA. Applicant(s) staff personnel shall wear identification (shirts, badges, or other easily identifiable means) to indicate event staff affiliation during the open hours of the event. Location of public address sound system shall be designated on the site plan sketch. Applicant must have a designated person in charge of the event at all times.

Sec. 4-122. Number and location of special needs.

Specific proposed locations shall be designated on the site plan sketch to ensure accessibility. This shall include such items as launching areas for watercraft, pet and animal attractions, active equipment operations, car shows, and any other activities unique to the special event.

Sec. 4-123. Temporary signs/banners.

Temporary signs and banners shall be regulated pursuant to article VII of the Land Development Code.

Sec. 4-124. Promotional visual effects.

All special lighting and/or visual effects such as high-powered sky lighting units or fireworks attractions must be approved by the City. The location of visual effects shall also be approved by the City.

Sec. 4-125. Miscellaneous requirements.

- (1) *Inspections to ensure compliance.* The City may initiate safety and/or complaint inspections. The inspections are to ensure compliance by the applicant and all associated applicants, owners, itinerant merchants and their special event staff.
- (2) *Permits—Other.* All federal, state and city-required permits (Department of Environmental Protection, Department of Transportation, Division of Alcoholic Beverages and Tobacco, Federal Aviation Administration, fire permits, etc.) shall be obtained by the applicant and provided to the City if deemed necessary five (5) business days before the special event.
- (3) *Accessibility for people with disabilities.* All applicable laws and requirements for accessibility and accommodations shall be met by the applicant(s) regarding structures, site locations, and event activities. This will be noted in the site plan sketch. It shall be the applicant's responsibility to comply with state and federal access requirements, including parking and sanitation needs.
- (4) *Late fees.* Any outstanding balances due the City from the event applicant, later than thirty (30) days after the last day of the event, will be subject to late fees as established by a fee schedule formula

adopted by resolution by the City Commission. No new permit shall be issued to an applicant/organization with past due amounts.

Sec. 4-126. Penalties and enforcement.

Any person violating any of the provisions of this article shall be prosecuted in the same manner as misdemeanors are prosecuted. Such violations shall be prosecuted in the name of the state in a court having jurisdiction of misdemeanors by the prosecuting attorney thereof and, upon conviction, shall be punished by a fine not to exceed five hundred dollars (\$500.00). Each incident or separate occurrence of any act that violates this article shall be deemed a separate offense. In addition to the penalties provided under this section, violators of this article shall be subject to any other appropriate civil or criminal action provided by law in a court of competent jurisdiction, including, but not limited to, injunctive relief and code enforcement under F.S. ch. 162.

Sec. 4-127. Temporary waivers from certain Code provisions.

- (a) The City Commission may grant temporary waivers from the provisions of this Code as provided herein. Such waivers shall apply for the duration of the special event unless the City Commission includes a shorter duration for the temporary waiver as a condition of approval of the waiver. In no event shall a waiver granted herein apply beyond the duration of the special event. The City Commission shall not grant a temporary waiver to any provision of this Code not specifically contained herein.
- (b) The provisions of this Code for which waivers may be granted and the criteria for granting such waivers are:
 - (1) A temporary waiver of the prohibition of or special exception requirement for temporary structures provided in the section 2.04.02.8 and from the location and lot coverage restrictions provided in section 2.06.08.4.1 shall be granted upon a showing by competent substantial evidence that:
 - a. The flow of pedestrian and vehicular traffic on the subject property will not be negatively impacted;
 - b. No temporary structures located on the subject property will be located in relationship to a street or highway in such a manner as to cause threats to vehicular or public safety;
 - c. Trees and vegetation located on the subject property will not be removed or destroyed as a result of locating temporary structures on the subject property; and
 - d. Temporary structures shall not exceed the height limitations provided for the zoning district in which they are located.
 - (2) A temporary waiver from the number of required off-street parking spaces required by section 2.06.02.1(2) may be granted upon a showing by competent substantial evidence that:
 - a. Adequate parking exists on the property on which the special event shall occur or the applicant provides a signed temporary parking agreement to use off-site off-street parking within walking distance to the special event; and
 - b. The special event is timed in such a manner that the use of on-site off-street parking and/or off-site off-street parking would not cause existing uses of such properties to be deficient in required parking spaces during the business or operating hours of such uses; the owner of the property or tenant engaged in the permitted use shall be required to execute a sworn affidavit stating its business or operating hours in order to establish this criterion is met.
 - (3) A temporary waiver from the prohibition on concessions on the beach provided in section 6-1 shall be granted upon a showing by competent substantial evidence that:
 - a. The concessions shall not impede pedestrian access and traffic on the beach;
 - b. The concessions shall not impede emergency vehicle access to or on the beach; and

- c. The applicant will adequately collect, contain and remove trash and solid waste from the beach during the special event; said plan shall contain an agreement between the City and the applicant that the applicant shall be responsible for providing, emptying and removing trash containers included in the applicant's plan.
- (4) A temporary waiver from the prohibition on consumption and dispensing alcoholic beverages in public parks and recreation areas and upon the municipal pier provided in sections 6-73 and 6-27 shall be granted upon a showing by competent substantial evidence that:
- a. All necessary licenses for any sale or distribution of alcoholic beverages have been or will be obtained;
 - b. The applicant will take appropriate measures to ensure compliance with section 4-110 herein; and
 - c. The consumption of alcoholic beverages will comply with all other federal, state and local laws and regulations.
- (5) A temporary waiver from the prohibition on blocking streets, sidewalks and public places provided in section 14-11 shall be granted upon a showing by competent substantial evidence that:
- a. The blocking of the street, sidewalk or public place will not create a public safety hazard;
 - b. Effective and convenient detour routes exist;
 - c. The detouring of vehicular and/or pedestrian traffic will not create public safety hazards on detour routes; and
 - d. Appropriate signage will be placed by the applicant to warn vehicular and pedestrian of the blockage and notify vehicular and pedestrian traffic of detour routes.
- (c) Upon written request of the applicant, the City Commission shall conduct a quasi-judicial hearing to consider waivers of certain provisions of this Code. The applicant's request for a hearing to consider waivers shall include: the Code provisions for which a waiver is sought, the specific activity for which the waiver is needed and a sworn statement explaining how the criteria for the requested waiver stated herein are or will be satisfied. At the hearing on the request for waivers the City Commission shall hear testimony related to the criteria for waiver stated herein from the applicant, city staff and the public. After receiving testimony, the City Commission may grant the requested waiver in full or in part, grant the requested waiver with conditions or deny the requested waiver. The City Commission's decision shall be based on competent substantial evidence received at the hearing.

Secs. 4-128—4-160. Reserved.

City of Flagler Beach

Fee and Fine Schedule

FY 2025-2026



BUILDING DEPARTMENT

Residential Single Family / Commercial Building Permit Fees

Application - non-refundable in addition to the applicable fees below	\$	35.00
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Permit Fees are Based on Total Construction Cost

\$0 to \$2,000	\$	50.00
\$2,001 to \$5,000	\$	110.00
	\$	110.00
\$5,001 and Above - Residential		+ \$6 per \$1,000 Total Cost
	\$	110.00
\$5,001 and Above - Commercial		+ \$7 per \$1,000 Total Cost

Miscellaneous Permits

Certificate of Occupancy or Completion

Residential - For Requests without Permits	\$	100.00
Commercial - For Change in Tenant	\$	200.00
Demolition	\$	75.00
House Moving Permit	\$	75.00
Roofing/Siding/Windows		Per Fee Table Above
Temporary Construction Trailer	\$	100.00
Wall Sign		Per Fee Table Above
Free Standing Sign		Per Fee Table Above

Plan Review Fees

Plan Review

Residential Project		25% of the Permit Fee
Commercial Project		25% of the Permit Fee

Plan Resubmittal (1st free)

Residential Project		10% of the Permit Fee
Commercial Project		20% of the Permit Fee

Certificates and Inspections

Replacement of Permits, CO's, etc.	\$	50.00
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Re-Inspection Fee

1st Time	\$	50.00
2nd Time	\$	75.00
3rd and Subsequent Time	\$	120.00
Inspections Outside of Normal Business Hours		\$75 per Hour (\$150 Minimum)
Preliminary/Code Compliance/Safety Inspections	\$	100.00
Utility Reconnect Inspection Fee	\$	25.00

Other Fees

	\$	100.00
Fee for Work Done Without a Permit		+ 2 x the Original Permit Fee
Minor (50% or Less) Plan Revision Reviews - Revision or Change to Plans After Approval	\$	75.00 per Hour (\$150 Minimum)
Transfer of Permit/Change of Contractor	\$	25.00
Early Power	\$	50.00

Temporary Power Pole Only	\$	25.00
Pool Fence Building Review	\$	25.00

NOTE: All fees must be paid at time of submittal unless otherwise noted.

BUILDING DEPARTMENT

Closeout/Expired Permits

	\$	250.00
		plus any outstanding fees from original permit
Building or Addition	\$	120.00
		plus any outstanding fees from original permit
In-Ground Pool	\$	40.00
		plus any outstanding fees from original permit
Other Types of Work		
Minimum Plumbing	\$	35.00
	\$	100.00
Penalty for Working Without a Permit		plus 2 x Permit Fee
Change of Use or Occupancy Inspection	\$	150.00
Failure to Call for Inspection	\$	50.00

Other Miscellaneous Fees

Plan Review for Valuations > \$2,500.00

First Review		10% of the Permit Fee
Second Review		15% of the Permit Fee
Third or More Review		40% of the Permit Fee

Inspections

First Return	\$	30.00
Second Return	\$	60.00
Third or More Return	\$	120.00

Other Misc. Fees

Transfer of Permit to Another Contractor	\$	100.00
Change of Subcontractor - each	\$	25.00
Master Files - per year	\$	50.00
	\$	2.50
Education Fee		plus .01% of the Valuation
	\$	2.50
Technology Fee		plus .01% of the Valuation

Early Power

Residential	\$	25.00
Commercial	\$	50.00

Permit Expediting/Inspection Fees

Expedited Plan Review - Per Hour (1 Hour Minimum)	\$	95.00
1st Rough Plumbing - Inspection - Per Hour (2 Hour Minimum)	\$	85.00
Slab Inspection - Per Hour (2 Hour Minimum)	\$	85.00
Framing/Truss Inspection - Per Hour (2 Hour Minimum)	\$	85.00

FMEP - Inspection - Per Hour (2 Hour Minimum)	\$	85.00
Insulation - Inspection - Per Hour (2 Hour Minimum)	\$	85.00
Drywall - Inspection - Per Hour (2 Hour Minimum)	\$	85.00
Final - Inspection - Per Hour (2 Hour Minimum)	\$	85.00
Same Day Review/Inspections - Plus Hourly Rate and Minimums	\$	50.00

BUILDING DEPARTMENT

Miscellaneous Building Permit Fees cont.

Mobile Home

Tie Down and Foundation	\$	100.00
Plumbing and Sewer	\$	25.00
Electrical Service Connection	\$	25.00
Mechanical Service Connection	\$	25.00
	\$	50.00
Used Mobil Home Checklist		plus Mileage per IRS

Pool/Spa

In-Ground Pool - Residential

Pool/Spa	\$	75.00
Minimum Electrical	\$	35.00
Minimum Plumbing	\$	35.00
Pool/Spa Safety Barrier Enclosure	\$	25.00
Pool Aluminum Enclosure	\$	70.00

Above Ground Pool - Residential

Pool/Spa	\$	45.00
Minimum Electrical	\$	35.00
Minimum Plumbing	\$	35.00

Public/Commercial Pool

Pool/Spa	\$	100.00
Minimum Electrical	\$	50.00
Minimum Plumbing	\$	50.00
Pool/Spa Safety Barrier Enclosure	\$	50.00
Pool Aluminum Enclosure	\$	70.00

\$ 25.00
or 25% of the Original Permit Fees (greater)

Review of Revisions to Approved Plans	\$	25.00
Stamp Extra Set of Plans		per Set
90 Day Permit Extension	\$	25.00

\$0.15 per one sided legal size or smaller, \$0.20 per two sided legal size or smaller or actual cost of duplication of record.

Archive Copies

Letter of Compliance (i.e. Department of Environmental Protection, Exam Verification, Letters of Good Standing) - each	\$	25.00
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Scanning		Free up to five 8.5 x 11 pages; \$0.50 per page < 11 x 17, \$1.00 per 11 x 17 and larger page, truss packages \$25.00 or \$0.50 per page, whichever is less.
Prints of Scanned Large Format Documents - per page	\$	7.00

BUILDING DEPARTMENT

Miscellaneous Building Permit Fees

Application - non-refundable in addition to the applicable fees below	\$	35.00
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Permit Fees Are Based on Total Construction Cost

Addition	\$40 + \$6 per 1000 Valuation
Aluminum	\$40 + \$6 per 1000 Valuation
Boathouse	\$40 + \$6 per 1000 Valuation
Building	\$40 + \$6 per 1000 Valuation
Commercial Hardscape	\$40 + \$6 per 1000 Valuation
Demolition	\$40 + \$6 per 1000 Valuation
Siding/Windows	\$40 + \$6 per 1000 Valuation
Fence	\$40 + \$6 per 1000 Valuation
Hurricane Shutters	\$40 + \$6 per 1000 Valuation
Insulation	\$40 + \$6 per 1000 Valuation
Irrigation	\$40 + \$6 per 1000 Valuation
LP Gas	\$40 + \$7 per Outlet
Moving Structures	\$40 + \$6 per 1000 Valuation
Roofing	\$40 + \$6 per 1000 Valuation
Seawall	\$40 + \$6 per 1000 Valuation
Sign	\$40 + \$6 per 1000 Valuation
Solar	\$40 + \$6 per 1000 Valuation
Other Types of Work	\$40 + \$6 per 1000 Valuation

Electrical

Low Voltage	\$35 + \$6 per 1000 Valuation
Single Phase	\$ 35.00 plus \$6.00 per 1000 Valuation or \$0.50 per Amp (whichever is greater)
3-Phase (< 240 Volts)	\$ 35.00 plus \$6.00 per 1000 Valuation or \$0.75 per Amp (whichever is greater)
3-Phase (> 240 Volts)	\$ 35.00 plus \$6.00 per 1000 Valuation or \$1.00 per Amp (whichever is greater)

Plumbing

	\$ 35.00 plus \$7.00 per Fixture, Floor Drain or Trap
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Mechanical

< 3 Ton	\$	50.00
> 3 Tons and < 10 Tons	\$	50.00 + \$12 per Ton > 3
> 10 Tons and < 25 Tons	\$	134.00 + \$10 per Ton > 10
> 25 Tons and < 50 Tons	\$	284.00 + \$6.50 per Ton > 25
> 50 Tons	\$	446.50 + \$5.50 per Ton > 50

BUSINESS LICENSING

Wayfinding Sign (per blade)

Per Blade Application Fee	\$	55.00
Maintenance and Admin Fee	\$	45.00
1/2 Year Maintenance and Admin Fee (April 1st)	\$	22.50

Business License (Brick and Mortar)

Application Fee	\$	60.00
Yearly Fee	\$	55.12
1/2 Year LBTR (April 1st)	\$	27.56

Home Business License

Application Fee	\$	60.00
Yearly Fee	\$	55.12
1/2 Year LBTR (April 1st)	\$	27.56

Short Term Rental Permit

Application Fee	\$	60.00
Yearly Fee (per unit)	\$	50.00

Short Term Rental LBTR

Application Fee	\$	60.00
Yearly Fee	\$	55.12
1/2 Year LBTR (April 1st)	\$	27.56

Transfer of LBTR/STR

	\$	5.51
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Fire Safety Inspection

- Same fee applies for reinspection/fines -

Initial Fire Safety Inspection (per 5,000 square feet)	\$	75.00
Annual Fire Safety Inspection (per 5,000 square feet)	\$	75.00

Reinspection Fees

Reinspection Fee - 1st Attempt (per 5,000 square feet)	\$	75.00
Reinspection Fee - 2nd Failure Attempt (per 5,000 square feet)	\$	75.00
Reinspection Fee - 3rd Failure Attempt + city magistrate (per 5,000 square feet)	\$	500.00

Short Term Rental

Initial Inspection	\$	400.00
Annual Reinspection	\$	200.00

Yearly Sanitation Surcharge (Master Meter)

- Commercial Rate - Residential Rate x 12

TBD

Roll off Container Permit

Initial Application Fee	\$	1,000.00
Yearly Fee	\$	900.00

Zoning Review	\$	60.00
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CITY CLERK

Fees

Binding Lot	\$	150.00
Door To Door Solicitation	\$	150.00
Outdoor Entertainment License	\$	150.00
Estoppel Research Fee	\$	25.00

Records Request

The charge for single sided photocopies on letter sized paper is \$0.15 per page or \$0.20 per page for double side copies. For color copies, the charge is \$1.00. Audio copies of meetings are available at \$3.00 a disk. Could include an hourly charge for labor if applicable.

Notary Services		No Charge
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APPLICATION FEES

Event Permit Application Fee:

- Major Event	\$	200.00
- Intermediate Event	\$	100.00
- Minor Event	\$	50.00

OTHER FEES

Itinerant License Fee (Per Vendor)	\$	25.00
Use of Restrooms (Per Day)	\$	35.00
Police Department (Per Hour, Per Officer)	\$	70.25
Sanitation (Per Day)	\$	193.15
Barricades (Per Barricade)	\$	2.00
Safety Cones (Per Cone)	\$	1.00
Electric Use (Per day, per Outlet)	\$	15.00

City Staff (Per Hour, Per Staff Member- Rate: time and a 1/2 - fully loaded rate of hourly staff or salary rate - fully loaded)		Varies
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Building Inspection Temporary Structures Special events for Surf Event		
Observation decks/scaffolding and for stages higher than 18 inches	\$	50.00
Fire Inspection Fee for Special events w/tents over 200 sq. feet	\$	50.00

Administrative Fee - 30% of Total Cost Excluding Itinerant License Fees

ENGINEERING

FEES

Application	\$	75.00
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- a non-refundable application fee is in addition to the applicable fees below

REVIEW FEES

Clearing and Grading

Review	\$	75.00
Per Inspection	\$	75.00

SFR - Site Plan Review, New and Additions

Review	\$	75.00
Per Inspection	\$	75.00

PUD Site Plan Stormwater Management Review - per acre

Driveways and or Pavers

Review	\$	75.00
Per Inspection	\$	75.00

Pools and Decks

Review	\$	75.00
Per Inspection	\$	75.00

Commercial - New and Additions

Review	\$	100.00
Per Inspection	\$	75.00

Review Elevations Certificated, Final EC Only	\$	55.00
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Review Final Survey & Inspection	\$	75.00
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Re-Submission Final Survey & Inspection	\$	75.00
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Reinspection Fee	\$	55.00
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**NOTES: ALL FEES MUST BE PAID AT TIME OF SUBMITTAL UNLESS OTHERWISE NOTED.
ALL FEES ARE NON-REFUNDABLE UNLESS AN ERROR HAS BEEN MADE BY CITY STAFF**

IMPACT FEES - PHASE 2

FLAGLER COUNTY IMPACT FEES

Single Family Residence

County Emergency Medical Service Impact Fee	\$	62.00
County Education Facilities Impact Fee	\$	5,450.00
Total County Impact Fee for Single Family Residence	\$	5,512.00

Multi - Family Residence

County Emergency Medical Service Impact Fee	\$	32.00
County Education Facilities Impact Fee	\$	1,360.00
Total County Impact Fee for Manufactured Home	\$	1,392.00

Mobile Home

County Emergency Medical Service Impact Fee	\$	45.00
County Education Facilities Impact Fee	\$	2,150.00
Total County Impact Fee for Mobile Home	\$	2,195.00

IMPACT FEES FOR NEW SINGLE-FAMILY RESIDENCES, DUPLEXES AND TOWNHOMES

1,100 or less square feet

Fire	\$	538.00
Police	\$	455.00
Parks & Recreation	\$	539.00
Library	\$	123.00
Administrative Fee	\$	3.00
1,100 or less square feet Total Fee	\$	1,658.00

1,101 to 1,500 sq ft

Fire	\$	849.00
Police	\$	717.00
Parks & Recreation	\$	850.00
Library	\$	193.00
Administrative Fee	\$	5.00
1,101 to 1,500 sq ft Total Fee	\$	2,614.00

1,501 to 2,000 sq ft

Fire	\$	1,071.00
Police	\$	905.00
Parks & Recreation	\$	1,073.00
Library	\$	244.00
Administrative Fee	\$	6.00
1,501 to 2,000 sq ft Total Fee	\$	3,299.00

2,001 to 2,500 sq ft

Fire	\$	1,247.00
Police	\$	1,054.00
Parks & Recreation	\$	1,250.00
Library	\$	284.00
Administrative Fee	\$	7.00
2,001 to 2,500 sq ft Total Fee	\$	3,842.00

IMPACT FEES - PHASE 2

2,501 to 3,000 sq ft

Fire	\$	1,392.00
Police	\$	1,176.00
Parks & Recreation	\$	1,395.00
Library	\$	317.00
Administrative Fee	\$	8.00
2,501 to 3,000 sq ft Total Fee	\$	4,288.00

3,001 to 3,500 sq ft

Fire	\$	1,516.00
Police	\$	1,281.00
Parks & Recreation	\$	1,519.00
Library	\$	345.00
Administrative Fee	\$	8.00
3,001 to 3,500 sq ft Total Fee	\$	4,669.00

3,501 sq ft or more

Fire	\$	1,625.00
Police	\$	1,373.00
Parks & Recreation	\$	1,628.00
Library	\$	370.00
Administrative Fee	\$	9.00
3,501 sq ft Total Fee	\$	5,005.00

IMPACT FEES - PHASE 2

IMPACT FEES FOR NON-RESIDENTIAL FEE PER 1,000 SQ FT

Industrial

Fire	\$	451.00
Police	\$	381.00
Parks & Recreation	\$	-
Library	\$	-
Administrative Fee	\$	4.00
Industrial Total Fees	\$	836.00

Commercial

Fire	\$	2,261.00
Police	\$	1,911.00
Parks & Recreation	\$	-
Library	\$	-
Administrative Fee	\$	6.00
Commercial Total Fees	\$	4,178.00

Office and Other Services

Fire	\$	1,003.00
Police	\$	848.00
Parks & Recreation	\$	-
Library	\$	-
Administrative Fee	\$	9.00
Office and Other Services Total Fees	\$	1,860.00

Institutional		
Fire	\$	1,380.00
Police	\$	1,166.00
Parks & Recreation	\$	-
Library	\$	-
Administrative Fee	\$	8.00
Institutional Total Fees	\$	2,554.00

IMPACT FEES - PHASE 2

WATER AND SEWER IMPACT FEES

5/8" x 3/4" Water Meter

Water Impact Fee	\$	3,007.00
Water Connection Fee	\$	615.00
Water Meter Deposit - Resident (owner)	\$	60.00
Water Meter Maintenance Fee	\$	25.00
Sewer Impact Fee	\$	3,806.00
Sewer Connection Fee	\$	1,200.00
Sewer Inspection Fee	\$	25.00
5/8" x 3/4" Water Meter Impact Fee Total	\$	8,738.00

1" Water Meter

Water Impact Fee	\$	5,022.00
Water Connection Fee	\$	765.00
Water Meter Deposit - Resident (owner)	\$	150.00
Water Meter Maintenance Fee	\$	25.00
Sewer Impact Fee	\$	6,356.00
Sewer Connection Fee	\$	1,200.00
Sewer Inspection Fee	\$	25.00
1" Water Meter Impact Fee Total	\$	13,543.00

1 1/2" Water Meter

Water Impact Fee	\$	10,015.00
Water Connection Fee	\$	950.00
Water Meter Deposit - Resident (owner)	\$	300.00
Water Meter Maintenance Fee	\$	25.00
Sewer Impact Fee	\$	12,673.00
Sewer Connection Fee	\$	1,200.00
Sewer Inspection Fee	\$	25.00
1 1/2" Water Meter Impact Fee Total	\$	25,188.00

Note: List is not all -inclusive loss of fees. Additional fees will apply for larger meters or tenants.

* For property in Rio Mar, Pebble Beach, Custers Palm Harbor Subdivision and Palma Vista

** For Property in Cedar Island Subdivision, no Water or Sewer Connection Fee will be assessed.

*** Sewer Connection outside City Limits Gravity or Low Pressure \$1,425.

SEWER CONNECTION FEES WILL BE ASSESSED PRIOR TO ISSUANCE OF PERMIT

ADDITIONAL FEES ABOVE STANDARD CONNECTION FEES MAY APPLY

LAND USE DEVELOPMENT

LAND USE APPLICATION FEES

Application Classifications

**Comprehensive Plan Future Land Use Map Amendment		
- Small area per Section 163.3187 (1) (a), Florida Statute	\$	2,200.00
**Comprehensive Plan Future Land Use Map Amendment - Large Scale		
	\$	3,000.00
**Comprehensive Plan Text Amendment		
	\$	1,000.00
**Development of Regional Impact		
	\$	2,220.00
**Development of Regional Impact Amendment/Notice of Proposed Change/Substantial Deviation		
	\$	2,220.00
Zoning Map Amendment:		
50 Acres or Less	\$	800.00
More than 50 Acres		\$ 800.00 Plus \$25 per Acre
** Master Planned Development/Development Agreement		\$ 800.00 Plus \$25 per Acre

\$ 400.00 plus \$25 per Acre or any fraction therefrom affected by the proposed

Amendment - Master Planned Development/Development Agreement

*** Cost for reviewing surveyor shall be paid by the applicant and evidence of payment is required prior to final plat approval.**

** Additional costs for consultant services to be paid by applicant if considered necessary as determined by City Staff.

NOTE: Costs associated with required Legal Ads, Public Notices, Affected Property Sign Posting, shall be paid by applicant.

Amendment - Master Planned Development/Development Agreement	\$	400.00 Modification
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CONCURRENCY

Application Classifications

Concurrency Determination	\$	250.00
Proportionate Fair Share Agreement Application	\$	500.00

FIELD COMPLIANCE REVIEW AND TECHNICAL SERVICE

Application Classifications

Environmental, Landscape and Arborist Services - per hour	\$	30.00
Tree Removal - Nonresidential	\$	50.00
Technical Review for FEMA Map Revisions and Base Flood Elevations	\$	300.00
Tree Bank Fund:		
Sabal Palm	\$	275.00

Shade Tree (2" cal) or Understory (1.5" cal) 30 gallon	\$	220.00
Shade Tree (3.5" cal)	\$	580.00
Sidewalk Fund - per linear foot	\$	35.00

NOTE: ALL FEES MUST BE PAID AT TIME OF SUBMITTAL UNLESS OTHERWISE NOTED.

ALL FEES ARE NON-REFUNDABLE UNLESS AN ERROR HAS BEEN MADE BY CITY STAFF

LAND USE DEVELOPMENT

DEVELOPMENT REVIEW FEES

Application Classifications

Major Site Plan:

Duplex development/two or more building units	\$	1,000.00
Conceptual Site Plan	\$	150.00
Multi-family Residential with 20 or fewer units	\$	1,000.00
Multi-family Residential with more than 20 units	\$	1,500.00
Multi-family Residential - Addition	\$	600.00
Multi-family - Accessory Structure	\$	500.00
Commercial building with 10,000 sq ft of area or less	\$	400.00
	\$	400.00 plus \$ 3 per 1,000 sq ft over 10,000 sq ft
Commercial building with more than 10,000 sq ft of floor area		

Accessory Structure:

Multi-family Residential	\$	600.00
Non-residential - exceeding 10% of existing 1st floor area or 500 sq ft	\$	600.00

Addition:

Multi-family Residential	\$	600.00
Non-residential	\$	600.00

____ exceeding 10% of existing 1st floor building area or 500 sq ft (greater)

Conversions:

Residential to Non-residential (Comm. District)	\$	600.00
Transient Lodging to Multi-family or Commercial	\$	1,000.00

Recreational Patio or Deck:

Multi-family Residential	\$	600.00
Commercial	\$	600.00

Survey:

Foundation	\$	20.00
Final (As Built)	\$	20.00
Resubmittal	\$	15.00

\$ 250.00 or \$ 25.00 per acre
whichever is greater

Subdivision Master Plan		
Subdivision Preliminary Plat and Construction Plan	\$	1,275.00
Subdivision Final Plat	\$	1,275.00
Re-Plat	\$	850.00

\$ 250.00 or \$ 25.00 per acre
whichever is greater

Subdivision Non-Statutory (Minor)		
Subdivision Application Compliance Review	\$	500.00

Application Amendment	25% of the Original Permit Fee or \$25 (Greater)
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Resubmittal Fees	25% of the Original App. Fee; after 2nd submittal
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Parking Lot:

Containing 7 or less vehicular parking spaces not associated with a structure requiring major site plan approval	\$	300.00
Containing more than 7 vehicular parking spaces	\$	600.00

NOTE: All fees must be paid at time of submittal unless otherwise noted.

LAND USE DEVELOPMENT

ADMINISTRATIVE FEES Application Classifications

Abated Application	\$	100.00
Adult Arcade Amusement Center	\$	500.00
Addition - SFR	\$	50.00
Annexation	\$	1,000.00
Application Intake	\$	35.00
Appeal: Planning and Architectural Review Board	\$	125.00
Appeal: City Commission	\$	125.00
Application Resubmittal	\$	15.00
Binding Lot/Rescission	\$	100.00
Boathouse/Slip/Dock/Deck	\$	50.00
Concurrency Determination	\$	150.00
Fence	\$	25.00
Home Occupation/LBTR Review Fee	\$	60.00
Land Use Verification Letter	\$	60.00
Pool/Screen Enclosures	\$	50.00
Sign - Temporary	\$	30.00
Sign - Permanent	\$	25.00
Special Exception	\$	650.00
Tree &/or Native Vegetation Removal After the Fact-in lieu of replacement	\$	500.00

State Application Zoning Review (i.e. Alcoholic Beverage Licenses, ALF Licenses, etc)	\$	60.00
Telecommunications Tower	\$	525.00
Variance	\$	700.00

NOTE: All fees must be paid at time of submittal unless otherwise noted.

LIBRARY

LIBRARY CARD RATES

Flagler Beach Residents (within City Limits and with Required ID)		No Charge
Flagler County Residents - Zip Code 32136	\$	20.00
Remaining Flagler County	\$	25.00
Volusia County Residents	\$	30.00
Non-Resident Temporary Card (Valid for 6 Months) with proof of 2 months or more stay in Flagler Beach	\$	30.00
Restricted Non-Resident Temporary Card (Valid for 1 Month) with proof of Address in Flagler Beach/Includes Computer use and loan of 1 book at a time	\$	15.00

FINES

Late Fees: Per Item, Per Day

Adult Fiction and Non-Fiction	\$	0.20
Juvenile and Young Adult Titles	\$	0.10

** An Item is considered late if it is turned in after normal Library hours **

COMPUTER PASSES

Flagler Beach Residents (within City Limits and with Required ID)		No Charge
Single Day Pass	\$	5.00
1 Month Pass	\$	10.00
3 Month Pass	\$	30.00

OTHER FEES

Printing / Copy Service (per page)

Black and White	\$	0.15
Color	\$	1.00

Scanning

First Page or Per Address	\$	0.50
Each Page Thereafter	\$	0.25

OTHER FEES

Jr. Lifeguard / Beachcamp - weekly fee	\$	80.00
Credit Card Convenience Fee		2.5% or \$2 minimum

Golf Cart Initial Registration	\$	40.00
Golf Cart Renewal BEFORE January 31 of current sticker year	\$	30.00
Golf Cart Renewal AFTER January 31 of current sticker year	\$	40.00

ACH Transaction Amount/Fees

Up to \$500	\$	1.95
Over \$500 up to \$5,000	\$	2.95
Over \$5,000 up to \$10,000	\$	4.95
Over \$10,000 up to \$20,000	\$	9.95
Over \$20,000 up to \$50,000	\$	19.95
Over \$50,000		.25% of transaction amount

POLICE DEPARTMENT

FINGERPRINTS

Citizen Provides Card	\$	10.00
Citizen Does Not Provide Card	\$	12.00

VEHICLE ACCIDENT REPORTS

Per Copy	\$	2.00
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PUBLIC RECORDS REQUEST

Incident Report Requiring Less than 15 Minutes of Research (per page)	\$	0.15
Incident Report Requiring more than 15 Minutes (plus \$.15 per page)	\$	3.00

BODY WORN CAMERA REQUEST

Based on hourly rate of records clerk x hours required for video review		Hourly Rate Varies
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VIOLATIONS

Parking on Streets where Prohibited by Official Sign	\$	60.00
Parking on the Dunes where Prohibited by Official Sign	\$	150.00
Parking in Bus Space or Taxi Stand	\$	60.00
Parking on Sidewalk	\$	100.00
Parking Passenger Loading Zone	\$	60.00
Parking by Yellow Curb (on Sign)	\$	60.00
Parking over the lines used to indicated spaces where parking is permitted	\$	60.00
Parking against traffic flow (Wrong Direction)	\$	100.00
Unauthorized Parking in Reserved Space	\$	60.00
Unauthorized Parking in Space for Disabled	\$	150.00
Unauthorized Parking in Freight Loading Zone	\$	60.00
Obstructing Traffic	\$	100.00
Parking within 15 Feet of a Fire Hydrant	\$	36.00
Parking in Fire Lane	\$	100.00
Parking in Violation of any other section of this article	\$	60.00

SANITATION DEPARTMENT

Residential Garbage Service Per Single Family Residential unit	\$	25.16
Residential Recycle Service Per Single Family Residential unit	\$	2.46

Commercial Tote Service (65 Gallons) Weekly Pick up

1 tote 2x week - LBTR	\$	39.03
1 tote 3x week	\$	59.74

1 tote 4x week	\$	80.47
2 totes 2x week - LBTR	\$	80.47
2 totes 3x week	\$	121.90
2 totes 4x week	\$	163.33
3 totes 2x week - LBTR	\$	121.90
3 totes 3x week	\$	184.05
3 totes 4x week	\$	246.21
4 totes 2x week - LBTR	\$	163.33
4 totes 3x week	\$	246.20
4 totes 4x week	\$	329.08
5 totes 2x week - LBTR	\$	204.78
5 totes 3x week	\$	308.41
5 totes 4x week	\$	411.96

Commercial Dumpster Service Weekly Pick up

2 Yard 2x week	\$	168.63
2 Yard 3x week	\$	254.14
2 Yard 4x week	\$	339.66
2 Yard 5x week	\$	425.18
2 Yard 6x week	\$	510.70
2 Yard Special Pick Up (each)	\$	43.71
4 Yard 2x week	\$	339.66
4 Yard 3x week	\$	525.92
4 Yard 4x week	\$	712.09
4 Yard 5x week	\$	875.54
4 Yard 6x week	\$	1,092.11
4 Yard Special Pick Up (each)	\$	81.18
6 Yard 2x week	\$	510.70
6 Yard 3x week	\$	782.43
6 Yard 4x week	\$	1,054.20
6 Yard 5x week	\$	1,325.89
6 Yard 6x week	\$	1,597.63
6 Yard Special Pick Up (each)	\$	118.64
8 Yard 2x week	\$	681.69
8 Yard 3x week	\$	1,038.97
8 Yard 4x week	\$	1,396.22
8 Yard 5x week	\$	1,753.52
8 Yard 6x week	\$	2,110.72
8 Yard Special Pick Up (each)	\$	156.11

SANITATION DEPARTMENT

SANITATION SPECIAL PICK-UP FEES

SMALL Special Pick-Up Fees	\$	98.75
LARGE Special Pick-Up Fees	\$	197.50
MISC Special Pick-Up Fees		VARIOUS

Mattress Fees		
Twin Mattress	\$	30.00
Full Mattress	\$	30.00
Queen Mattress	\$	30.00
King Mattress	\$	30.00

Household Items (start at \$25.00)		
End/side tables	\$	25.00
Nightstands	\$	25.00
Coffee table	\$	25.00
Bed Frame	\$	40.00
Dressers	\$	50.00
Dining room table	\$	50.00
Bookshelf	\$	40.00
Sofa	\$	70.00

Appliances (start at \$20.00)		
Microwave	\$	20.00
Window A/C Unit	\$	20.00
Stove	\$	40.00
Washer	\$	40.00
Dryer	\$	40.00
Exterior A/C Unit	\$	50.00
Refrigerator	\$	50.00

RECYCLED GLASS		
By The Bag: Clean Glass		
25 lb bag (plus tax)	\$	20.00
25 lb bag of sand - with glass purchase	\$	-
In Bulk by the bag: - Clean Glass		
1-5 Bags (plus tax) each	\$	20.00
6-10 Bags (plus tax) each	\$	17.33
11-20 Bags (plus tax) each	\$	14.67
Bulk by Cubic Yard: Dirty Glass		
1/2 Cubic Yard (plus tax) - 162 Sq Ft	\$	33.33
1 Cubic Yard (plus tax) - 324 Sq Ft	\$	66.67

* Rates are adjustable based on size, composition and weight.

UTILITY DEPARTMENT

BASE FEES		
Water Base Fee	\$	41.06
Sewer Base Fee	\$	26.57
Garbage Base Fee	\$	25.16
Storm Water Base Fee	\$	20.45
Recycle Base Fee	\$	2.46

WATER RATES PER 1,000 GALLONS - RESIDENTIAL		
Water Fee up to 2,000 gallons	\$	6.18

Water Fee 2,001 - 8,000 gallons	\$	9.69
Water Fee 8,001 and over	\$	11.67

IRRIGATION METERS

Monthly Charges for Irrigation Meters - Inside City Limits

Water Base Fee	\$	41.06
Gallons 0-2000	\$	6.18
Gallons 2001-8000	\$	9.69
Gallons 8001-up	\$	11.67

BASE FEE'S - OUTSIDE CITY LIMITS

Water Base Fee	\$	61.59
Sewer Base Fee	\$	66.85
Garbage Base Fee		n/a
Stormwater Base Fee	\$	20.45
Recycle Base Fee		n/a

WATER RATES PER 1,000 GALLONS- OUTSIDE CITY LIMITS

Water Fee up to 2,000 gallons	\$	9.27
Water Fee 2,001 - 8,000 gallons	\$	14.54
Water Fee 8,001 and over	\$	17.50

COMMERCIAL UTILITY FEE'S WITH VALID LBTR

MONTHLY BASE FEES AND RATES - COMMERCIAL

Water Base Fee - Inside City Limit	\$	41.06
Water Flow Charges per 1000 gallons - LBTR inside city limits	\$	12.38
Water Base Fee - Outside City Limits	\$	61.59
Water Flow Charges per 1000 gallons - LBTR outside city limits	\$	18.56

UTILITY DEPARTMENT

UTILITY SERVICES RATES

Account Maintenance Fee	\$	25.00
Turn on/off water service	\$	25.00
Service Turn On Before 7:00am or After 4:00 pm M-F or on Sat. or Sun.	\$	45.00
Remove Meter	\$	50.00
Reconnect Charge	\$	100.00
	\$	50.00
Meter Exchange (customer request) 5/8"		plus cost of meter
	\$	50.00
Meter Exchange (customer request) 1"		plus cost of meter
	\$	50.00
Meter Exchange (customer request) Larger than 1"		plus cost of meter
Return check fee		In accordance with FSS
Clearing around water meters	\$	50.00
Meter Re-Read Service Charge	\$	35.00

PENALTIES / INTEREST

Penalties		10%
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Compounded Monthly

1.5% per month

bill together with the penalty is not paid in full by the next billing date, the balance due shall accrue interest at a rate of 1.5%

METER DEPOSITS

Owner Deposit

5/8 x 3/4	\$	60.00
3/4	\$	60.00
1"	\$	150.00
1 1/2"	\$	300.00
2"	\$	480.00
3"	\$	900.00
4"	\$	1,500.00
6"	\$	3,000.00
8"	\$	4,800.00

Tenant Deposit

5/8 x 3/4	\$	250.00
3/4	\$	250.00
1"	\$	320.00
1 1/2"	\$	750.00
2"	\$	1,300.00
3"	\$	2,400.00
4"	\$	3,700.00
6"	\$	6,200.00
8"	\$	8,700.00

UTILITY DEPARTMENT

WATER CONNECTION FEES

Charges inside City Limits

5/8" x 3/4"	\$	615.00
3/4"	\$	670.00
1"	\$	765.00
1.5"	\$	950.00
2"	\$	1,985.00
3"	\$	4,475.00
4"	\$	7,920.00
6"	\$	12,075.00
8"	\$	18,015.00

Charge when Developer- Installed Tap / Connection

5/8" x 3/4"	\$	399.75
3/4"	\$	435.50
1"	\$	497.25
1.5"		TBD
2"		TBD
3"		TBD
4"		TBD

6"		TBD
8"		TBD
<u>Charge outside City Limits</u>		
5/8" x 3/4"	\$	922.50
3/4"	\$	1,005.00
1"	\$	1,147.50
1.5"		TBD
2"		TBD
3"		TBD
4"		TBD
6"		TBD
8"		TBD

STORMWATER FEE

Stormwater Fee	\$	20.45
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Fees are base don ERU (Equivalent Residential Unit) of 2,049 square feet

SEWER

SEWER FLOW COSTS - INSIDE CITY LIMITS

Sewer Flow per 1,000 gallons	\$	8.23
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MONTHLY CHARGES FOR WATER - RESIDENTIAL

Charges Inside City Limits

Sewer Base Fee - Single Meter	\$	26.57
Sewer Flow per 1,000 gallons	\$	8.23
Sewer Base Fee - Multi Users on Single Meter	\$	26.43
Sewer Flow per 1,000 gallons	\$	8.23
Sewer Base Fee - Low Pressure	\$	44.56
Sewer Flow per 1,000 gallons	\$	12.33

Charges Outside City Limits

Sewer Base Fee - Single Meter	\$	39.86
Sewer Flow per 1,000 gallons	\$	12.33
Sewer Base Fee - Multi Users on Single Meter	\$	39.66
Sewer Flow per 1,000 gallons	\$	12.33
Sewer Base Fee - Low Pressure	\$	66.85
Sewer Flow per 1,000 gallons	\$	18.50

MONTHLY CHARGES FOR SEWER - COMMERCIAL

5/8" Sewer Base Fee	\$	64.81
3/4" Sewer Base Fee	\$	64.81
1" Sewer Base Fee	\$	93.77
1.5" Sewer Base Fee	\$	184.16
2" Sewer Base Fee	\$	332.43
3" Sewer Base Fee	\$	925.63

4" Sewer Base Fee	\$	1,222.34
6" Sewer Base Fee	\$	1,325.57
8" Sewer Base Fee	\$	1,473.83

SEWER CONNECTION FEE

Charge Inside City Limits

Gravity System	\$	1,200.00
Low Pressure System	\$	1,200.00
Low Pressure LAMBERT AVE	\$	1,200.00

Charge when Developer Installed Tap/Connection

Gravity System	\$	1,200.00
Low Pressure System	\$	1,200.00
Low Pressure LAMBERT AVE		N/A

Charge Outside City Limits

Gravity System	\$	1,600.00
Low Pressure System	\$	1,600.00
Low Pressure LAMBERT AVE	\$	1,750.00

Wickline Center

Rental fee for one time use	\$45.00 per hr. (8 hr max)
Non-profit organization use	\$20.00 per hr. (8 hr max)
Non-profit organization - that charges a fee or admission	\$25.00 per hr. (8 hr max)
Flagler Beach Community Service Organizations	no charge



Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting

February 9, 2026

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: February 9, 2026
Item Name: CRA Small Grant Completion- 316 S. Oceanshore Blvd

Background:

Ms. Barbara Revels successfully applied for and was awarded a small CRA Grant to support property improvements designed to enhance the building's visual appeal by establishing two distinct facades using awning colors—one for Win Mortgage and one for The Waffle Cone.

Fiscal Impact:

An amount of \$4,895.00, equal to 50% of the total project cost (\$9,790.00).

Staff Recommendation:

Attachments:

1. 316 S. Oceanshore Blvd.CRA Grant



City of Flagler Beach

P.O. Box 70 • 105 South Second Street

Flagler Beach, Florida 32136

Phone (386) 517-2000

INVOICE

Invoice Number: 2026-1

Invoice Date: January 14, 2026

Check Payable To: Barbara Revels

Description of Expenses (Grant Reimbursement)

Description	Amount
Win Mortgage – Green Awnings	\$3,390.00
The Waffle Cone – Pink & White Striped Awnings	\$6,400.00
Total Project Expenses	\$9,790.00

Grant Reimbursement Calculation

- Total project expenses: **\$9,790.00**
- Grant covers **50% of eligible expenses, not to exceed \$5,000**
- 50% of \$9,790.00 = **\$4,895.00**

Total Amount Due (Reimbursement)

\$4,895.00

Notes

Reimbursement issued in accordance with grant guidelines (50% match, maximum \$5,000).

Please reference **Invoice #2026-1** with payment.

See additional attachments.







Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting

February 9, 2026

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: February 9, 2026
Item Name: 45-Day Extension Request for an Awarded CRA Small Grant Project – 404 S. Oceanshore Blvd.

Background:

The CRA Director received a written request from the owner (CRA Small Grant Recipient) stating the addition of a new renter and requesting some time to confirm that the proposed business model of the new tenant aligns with the grant scope of work. A 45-day extension was approved. In the CRA Small Grant Application Procedures and Guidelines under section XIII. Work on projects receiving funding must begin within forty-five (45) days, and must be completed within one year from the date of grant approval, unless a written request has been submitted and approved by the CRA. Under no circumstances will a project be extended more than six (6) months. Applicants for those projects that have not received a written extension and whose work is not completed within one year from the date of grant approval will not be eligible for reimbursement.

Fiscal Impact:

Staff Recommendation:

Attachments:

1. 404 S. Oceanshore Blvd- CRA Small Grant Staff Report



Staff Report

Community Redevelopment Agency Regular Meeting

September 25, 2025

To: Community Redevelopment Agency
From: Casey Ryan, CRA Director
Meeting Date: September 25, 2025
Item Name: Small Grant Application- 404 S. Oceanshore Blvd.

Background:

Mr. Wehdes has submitted a Small Redevelopment Grant application requesting funding to undertake significant frontage improvements designed to enhance the building's curb appeal. The proposed scope of work includes the restoration of the front porch decking, replacement or repair of deteriorating wall boards and windows, and the removal of unsightly or overgrown landscaping. In accordance with the Community Redevelopment Agency (CRA) Application Guidelines, Mr. Wehdes has secured two competitive bids to ensure cost-effective execution of the project.

Fiscal Impact:

The applicant received two bids for the proposed work, totaling \$40,400 and \$30,828, respectively. The applicant has selected Antos General Contracting LLC, the lowest responsible bidder. In accordance with CRA application guidelines, projects exceeding \$5,000 in total cost are eligible for 50% reimbursement, up to a maximum of \$5,000. Based on the submitted estimates, the anticipated grant award is \$5,000.

Staff Recommendation:

Staff recommends that the CRA Board approve the grant request and authorize a maximum award of \$5,000 to the applicant, contributing toward the estimated \$30,000+ in proposed frontage site improvements.

Attachments:

1. 404 S. Oceanshore Blvd



Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting

February 9, 2026

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: February 9, 2026
Item Name: Review CRA Grant Applications

Background:

In 2002, the City of Flagler Beach created a Community Redevelopment Agency. In 2006, The CRA Master Plan was adopted which listed numerous goals and objectives for the area designated as the Community Redevelopment Area. Policy 3.2.1 of that plan establishes the commitment by the CRA Board to budget an annual allocation of the Community Redevelopment Trust Fund for grants for property/facade improvements. Two existing CRA Grant Applications are being presented for review, including the CRA Small Grant, which is believed to have last been revised in December 2023. As part of an effort to ensure the applications remain current and effective, the advisory committee is being asked to review the documents and provide input and recommendations for potential updates or revisions.

Fiscal Impact:

The CRA Small Grant provides funding in an amount up to \$5,000, and the CRA Large Grant provides funding in an amount up to \$15,000, subject to availability of CRA funds.

Staff Recommendation:

Staff recommends that the advisory committee review the existing CRA Grant Applications, including the CRA Small and Large Grant programs, and provide input and recommendations for potential updates or revisions.

Attachments:

1. City of FB CRA Small Grant Application
2. City of FB CRA Large Grant Application



City of Flagler Beach CRA Small Redevelopment District Grant Program Guidelines and Application



Introduction

In 2002 the City of Flagler Beach created a Community Redevelopment Agency. In 2006 The CRA Master Plan was adopted which listed numerous goals and objectives for the area designated as the Community Redevelopment Area. Policy 3.2.1 of that plan establishes the commitment by the CRA Board to budget an annual allocation of the Community Redevelopment Trust Fund for grants for property/facade improvements.

PROGRAM GRANT AWARDS:

Small Project

Allowed Improvements:

*This list is not all inclusive. The goal of this grant is to encourage the improvement of the outside look of businesses and residences within the CRA.
This meets Goal 3 Policy 3.2.1*

- Façade improvements
- Painting
- Awnings
- Signage
- Screening
- Drought tolerant and native flowers/landscaping

Grant Amounts:

The maximum grant award is \$5,000.00. The following are required matches.

0-\$1,000 total cost	CRA 100%
\$1,000 - \$2,000 total cost	CRA 75% Property owner 25%
\$2,000 – \$5,000 total cost	CRA 60% Property owner 40%
Costs above \$5,000	CRA will pay 50% up to maximum of \$5,000 per project. Example: total cost of project is \$11,500 the CRA will pay \$5,000 maximum

APPROVAL CRITERIA

Approved projects must comply with the established Design Guidelines of the City of Flagler Beach.

The CRA awards the Matching Grants to applicants (Property Owners or tenants with the consent of the Property Owner) on a first come first served basis until funding for the fiscal year is committed. The CRA Board reserves the right to choose a priority driven project over another one.

ELIGIBLE EXPENDITURES

Exterior Renovations: Including, but not limited to:

- **Repairs-** repairing or replacing architectural details, door and window repair or replacement, porch additions or structural repairs, storefront structural and aesthetic repairs, painting and cleaning of the building if it is in conjunction with other improvements. All repairs must improve the overall aesthetics/façade of the building facing public entrance areas and must not be part of periodic maintenance of a building in order to be eligible for grant assistance.
- **Signage:** Including removal of old signs and obsolete sign poles, brackets or fixtures: and the design, production and installation of new signage.
- **Awnings:** Including removal of old awnings and the purchase and installation of new appropriate fireproof awnings.
- **Screening:** Including the screening of trash receptacles, air conditioning, utility equipment, or other unsightly objects or areas with landscape material or with fencing material that compliments the building material.
- **ADA Compliance:** Includes removal of deteriorated\unsafe access ramps and installation of new ramps to meet compliance requirements of the ADA.
- **Drought Tolerant and Native Flowers/Landscaping:** Property beautification through landscaping.

Additional Eligible Expenditures

- **Code Compliance-** Grant awards will be provided to allow property owners some assistance in bringing their buildings into compliance with Federal, State, or local requirements as long as the project improves the overall appearance of the property.
- **Demolition of unsafe structures in the CRA.** These structures must be deemed as unsafe by the Building Official of the City of Flagler Beach prior to demolition.
- **Business redevelopment or expansion-** Redevelopment of an existing property or expansion of a business on an existing property.

Exceptions

Painting only- If owners wish to paint their building exterior, they will be allowed to do so only once with grant assistance. The assistance will be limited to the cost of the **paint ONLY**, and receipts for such purchase must be presented for reimbursement upon project completion. Labor can be done by the owner or by a contractor, at the owner's expense.

QUALITY OF WORK

All work must be performed in a professional manner. Building permits are required (if applicable). Prior to the work commencing, the Grantee must secure all necessary Federal, State, and local permits. Upon completion, all work must pass applicable Federal, State, and local inspections. The CRA reserves the right to withhold reimbursement payment should the final inspection reveal that the work performed was not completed in a professional and workmanlike manner.

ALTERATIONS

Grant recipients shall agree not to alter, modify or remove the improvements made in accordance with the agreement for a period of three (3) years without the written permission of the CRA. The CRA may permit such alterations, modifications, or removal of the improvements when it determines that granting permission would not undermine the goals, objectives and policies of the Redevelopment Plan.

MAINTENANCE

The Grant recipient shall agree to maintain the improvements, made in accordance with this agreement, for a period of three (3) years. Failure to meet maintenance requirements will result in ineligibility for future grants and action to recoup the CRA's investment by ensuring the grant recipient pays back the amount of the grant to the CRA.

In the letter of consent from the owner of the property which is being improved by a tenant, the owner shall indicate that he/she understands that should the Tenant leave the premises within the three (3) year maintenance period, it is the owner's responsibility to maintain those improvements for the required period of the grant.

INELIGIBLE EXPENDITURES

- Improvements made prior to Grant application
- Interior renovations
- Refinancing existing debts
- Non-fixed improvements (outside furniture, sandwich signs, or anything else that is not a permanent appurtenance to the building.
- Business inventory\fixtures\equipment
- Business payroll
- General periodic maintenance including but not limited to: roof repairs/replacement, exterior pressure washing, painting, general building maintenance (unless in conjunction with other improvements otherwise

indicated in the guidelines), residential solar pathway lighting, mail boxes, or other smaller normal residential additions to a home.

- Item funded by a previous grant (i.e., painting would become a deferred maintenance issue, not eligible for funding)

APPLICATION PROCEDURES AND GUIDELINES

Applications under the Redevelopment District Grant Program are accepted on a quarterly basis and the CRA Board reserves the right to choose a priority driven project over another one. Those projects not chosen will go into the next quarterly cycle for consideration. The application cycle will be opened in October and will remain open until funding for the fiscal year is depleted.

- I. Applicants seeking funding for property improvements located within the Community Redevelopment Area shall submit a completed application to the CRA. Applicants must follow the adopted Grant Application process. All Contractors must be licensed and have a LBTR to work in the City of Flagler Beach
- II. Completed applications shall include the following if applicable:
 - a. A written summary of the scope of work to be performed. Summary **MUST** include a comprehensive list of materials to be used for the improvements. (only materials approved by the Development Codes for the CRA will be accepted)
 - b. Tenants, must submit a letter from the property owner indicating that they approve the improvements and understand that if the Tenant leaves during the three (3) year maintenance period, the property owner will be responsible for the maintenance of such improvements during the maintenance period remaining.
 - c. Color photographs clearly showing existing conditions of the facade, neighboring buildings and public entrances.
 - d. Sketch plans and specifications detailing the scope of work that will be required at the time of application and will be further developed at the project review conference; the CRA reserves the right to request a site plan if necessary to the application.
 - e. Samples of all paint colors, signage and awnings materials to be used on the building.
 - f. An all inclusive estimate supporting project costs. At least two (2) estimates must be provided.
- III. An applicant whose submission is incomplete shall be so informed by the CRA. The CRA shall also review all applications to determine if they meet the criteria for approval and are in compliance with the design guidelines.
- IV. Applicants shall be notified in writing of all approvals, approvals with conditions, or denials.
- V. The applicant shall incur all initial project costs and may receive reimbursement only after all improvements have been completed in accordance with the Grant Award.
- VI. *All improvements must receive a Building Permit before work is commenced (if applicable)***
- VII. All unforeseen changes in the scope of work that may arise during the renovation process will be considered on a case by case basis and must be approved by the CRA Board before any changes are made.
- VIII. Requests for reimbursement of project costs shall be viewed as a single, completed package. Costs not included in either the approved renovation plan or an approved change order shall not be considered for reimbursement.
- IX. Required documentation for reimbursement of project costs must include:
 - a. Copies of cancelled checks, certified checks or money orders of project costs
 - b. Detailed invoices and paid receipts
 - c. Name, address, telephone number of design professional, general contractor, sign contractor, etc., if applicable.
- X. Project costs reimbursement shall be made upon total completion of the project, presentation of documented project costs incurred, and a final inspection of the project by the CRA and Building Official to ensure the work was performed.

- XI. The CRA reserves the right to verify any and all cost associated with design or renovation work for which the reimbursement is requested.
- XII. The approved project must comply with the requirements of the City Code and the applicant must obtain the necessary permits, and zoning approvals.
- XIII. Work on projects receiving funding must begin within forty-five (45) days, and must be completed within one year from the date of grant approval, unless a written request has been submitted and approved by the CRA. Under no circumstances will a project be extended more than six (6) months. Applicants for those projects that have not received a written extension and whose work is not completed within one year from the date of grant approval will not be eligible for reimbursement.
- XIV. Each applicant may receive only one Grant Award in any one cycle. An applicant having more than one property applying for a Grant will be placed on an “Alternate List,” which may be considered if funds are still available
- XV. Grant applications and reimbursements shall be submitted to and received by the Flagler Beach Redevelopment Director. Grant applications, once reviewed, shall go to the CRA Board for final approval.

Flagler Beach Redevelopment District Grant Program **Design Guidelines**

The primary guidance for design of improvements shall be the objectives contained in the Community Redevelopment Plan, Downtown Master Plan, Downtown Design Guidelines, and the existing codes of the City of Flagler Beach. Consideration must be given to the impacts of improvements on the overall façade and building appearance and how it will impact surrounding uses.



City of Flagler Beach CRA

Date rcvd _____

Application Form

Small Redevelopment District Grant Program

NAME: _____ Own _____ Lease _____

PROPERTY ADDRESS: _____

MAILING ADDRESS: _____

PROPERTY ID # (on taxes) _____ CURRENT USE _____

TELEPHONE: _____ (DAY) _____ (EVENING)

EMAIL: _____

TYPE OF IMPROVEMENT PLANNED: (Attach a written summary)

PROJECT PROPOSAL ON IMPROVEMENTS (Not all inclusive, see procedures and guidelines for full requirements)

- a. A written summary of the scope of work to be performed.
b. Tenants must obtain a letter from the property owner allowing the improvements in accordance with the grant application guidelines.
c. Digital color photographs clearly showing existing conditions of the facade, neighboring buildings and public entrances
d. Site/Sketch plans and specifications detailing the scope of work that will be required at the time of application and will be further developed at the project review conference.
e. Samples of all paint colors, signage and awnings materials to be used on the building.(if applicable)
f. An all inclusive estimate supporting project costs. At least two (2) estimates must be provided.

ESTIMATED TOTAL COST OF PROPOSED IMPROVEMENTS: \$ _____

GRANT APPLICATION MOUNT: \$ _____

I UNDERSTAND THAT IN ORDER FOR MY REQUEST FOR GRANT FUNDING TO BE APPROVED, I MUST AGREE TO THE FOLLOWING CONDITIONS:

- 1. To follow the design recommendations as approved by the CRA Board and the City of Flagler Beach Ordinances. I further agree to maintain all improvements and not to alter the project for a period of three (3) years without approval from the CRA. Acknowledgement of notification _____
2. To adhere to the Application Procedures and Guidelines and the Grant Agreement as specified. Acknowledgement of notification _____
3. That I shall incur all initial project costs and receive reimbursement only after:
a. All improvements have been completed.
b. Final inspections of the improvements are approved and accepted by the CRA and Building Official.
c. Proof of payment for project costs have been received and verified.
4. Additional improvements or changes not approved will not be funded. Acknowledgement of notification _____
5. Grant awards will be based on lowest bid unless approved by the CRA Board. Acknowledgement of notification _____
6. Attendance at the CRA Board meeting when this application is reviewed is mandatory. Acknowledgement of notification _____

I ACKNOWLEDGE THAT I HAVE RECEIVED AND UNDERSTAND THE DESIGN GUIDELINES, THE REDEVELOPMENT DISTRICT GRANT PROGRAM\PROCEDURES AND THE GRANT AGREEMENT.

APPLICANT SIGNATURE _____

DATE _____



City of Flagler Beach CRA Large Redevelopment District Grant Program Guidelines and Application





City of Flagler Beach CRA

Application Form

Large Redevelopment District Grant Program

NAME: _____ Own _____ Lease _____

PROPERTY ADDRESS: _____

MAILING ADDRESS: _____

PROPERTY ID # (on taxes) _____ CURRENT USE _____

TELEPHONE: _____ (DAY) _____ (EVENING)

EMAIL: _____

TYPE OF IMPROVEMENT PLANNED: (Attach a written summary)

PROJECT PROPOSAL ON IMPROVEMENTS (Not all inclusive, see procedures and guidelines for full requirements)

- a. A written summary of the scope of work to be performed for which grant funding is sought.
b. Digital color photographs clearly showing existing conditions of the facade, neighboring buildings and public entrances
c. Site/Sketch plans and specifications detailing the scope of work that will be required at the time of application and will be further developed at the project review conference.
d. Samples of all paint colors, signage and awnings materials to be used on the building.(if applicable)
e. Except as provided below, at least two contractor estimates specifically for and including all labor and materials for the work for which the grant is sought. For projects with an estimated cost in excess of \$200,000, only one contractor estimate need be submitted.

ESTIMATED TOTAL COST OF PROPOSED IMPROVEMENTS: \$ _____

I UNDERSTAND THAT IN ORDER FOR MY REQUEST FOR GRANT FUNDING TO BE APPROVED, I MUST AGREE TO THE FOLLOWING CONDIDITIONS:

- 1. To follow the design recommendations as approved by the CRA Board and the City of Flagler Beach Ordinances. I further agree to maintain all improvements and not to alter the project for a period of three (3) years without approval from the CRA. Acknowledgement of notification _____
2. To adhere to the Application Procedures and Guidelines and the Grant Agreement as specified. Acknowledgement of notification _____
3. That I shall incur all initial project costs and receive reimbursement only after:
a. All improvements have been completed.
b. Final inspections of the improvements are approved and accepted by the CRA and Building Official.
c. Proof of payment for project costs have been received and verified.
4. Additional improvements or changes not approved will not be funded. Acknowledgement of notification _____
5. Grant awards will be based on lowest bid unless approved by the CRA Board. Acknowledgement of notification _____
6. Attendance at the CRA Board meeting when this application is reviewed is mandatory. Acknowledgement of notification _____

I ACKNOWLEDGE THAT I HAVE RECEIVED AND UNDERSTAND THE DESIGN GUIDELINES, THE REDEVELOPMENT DISTRICT GRANT PROGRAM\PROCEDURES AND THE GRANT AGREEMENT.

APPLICANT SIGNATURE



**City of Flagler Beach CRA
Grant Program Guide
Large Redevelopment District Grant Program**

Example Allowed Improvements:

This list is not all inclusive. The goal of this grant is to encourage the redevelopment and business expansion within the CRA.

This meets Goal 3 Policy 3.2.1 of the CRA Master Plan.

Rebuild or reinforce an existing location.

Expansion of a business in the same location.

Redevelopment of an existing property.

Renovations to an existing business that will enhance the look of the business to the public and bring the building in line with the design standards.

Grant Amounts:

The grant award is \$15,000 per applicant.

Eligible projects must have a total cost of \$100,000 or more to qualify for consideration. Only two grants will be awarded per year unless otherwise budgeted by the CRA Board.

- Grants must be approved by the CRA Board before any commencement of work.
- Building Permits are required prior to commencement of work once the grant is approved by the CRA Board.
- A Site Plan and colored elevations are required prior to CRA Board approval. (See Procedures/Guidelines)
- All façade improvements need to be included in the elevations to show what is being proposed and it must meet the Downtown Design regulations. (See Procedures/Guidelines)
- This is a reimbursement grant program. Proof of payment for the improvements is required before the CRA can reimburse any applicant. (See Procedures/Guidelines)

I have read and understand all the requirements of the application and procedures/guidelines included in this package.

Property Owner

Date: _____

Introduction

In 2002 the City of Flagler Beach created a Community Redevelopment Agency. In 2006 The CRA Master Plan was adopted which listed numerous goals and objectives for the area designated as the Community Redevelopment Area. Policy 3.2.1 of that plan establishes the commitment by the CRA Board to budget an annual allocation of the Community Redevelopment Trust Fund for grants for property/facade improvements.

PROGRAM GRANT AWARDS

All approved projects are eligible to receive a grant of \$15,000 awarded to any one project. The total estimated cost of the project must be \$100,000 or more. All disbursements of Grant Funds will be made following completion and final inspection of the improvement project.

APPROVAL CRITERIA

Approved projects must comply with the established Design Guidelines of the CRA.

The CRA awards these Grants to applicants (Property Owners or tenants with the consent of the Property Owner) on a first come first served basis until funding for the fiscal year is committed. The CRA Board reserves the right to choose a priority driven project over another one.

ELIGIBLE EXPENDITURES

This grant is geared toward extensive transformative building renovations/business expansion, building reconstruction, all being done within the Downtown Design guideline for the CRA.

Exterior Renovations: Including, but not limited to:

- **Repairs-** repairing or replacing architectural details, door and window repair or replacement, porch additions or structural repairs, storefront structural and aesthetic repairs, painting and cleaning of the building if it is in conjunction with other improvements. All repairs must improve the overall aesthetics/façade of the building facing public entrance areas and must not be part of periodic maintenance of a building in order to be eligible for grant assistance.
- **Signage:** Including removal of old signs and obsolete sign poles, brackets or fixtures: and the design, production and installation of new signage.
- **Awnings:** Including removal of old awnings and the purchase and installation of new appropriate fireproof awnings.
- **Screening:** Including the screening of trash receptacles, air conditioning, utility equipment, or other unsightly objects or areas with landscape material or with fencing material that compliments the building material.
- **ADA Compliance:** Includes removal of deteriorated\unsafe access ramps and installation of new ramps to meet compliance requirements of the ADA.

Additional Eligible Expenditures

- **Code Compliance-** Grant awards will be provided to allow property owners some assistance in bringing their buildings into compliance with Federal, State, or local requirements as long as the project improves the overall appearance of the property.
- **Demolition of unsafe structures in the CRA.** These structures must be deemed as unsafe by the Building Official of the City of Flagler Beach prior to demolition.

Exceptions

Painting only- If owners wish to paint their building exterior, they will be allowed to do so only once with grant assistance. The assistance will be limited to the cost of the **paint ONLY**, and receipts for such purchase must be presented for reimbursement upon project completion. Labor may be done by the owner or by a contractor, at the owner's expense.

QUALITY OF WORK

All work must be performed in a professional manner. Building permits are required (if applicable). Prior to the work commencing, the Grantee must secure all necessary Federal, State, and local permits. Upon completion, all work must pass applicable Federal, State, and local inspections. The CRA reserves the right to withhold reimbursement payment should the final inspection reveal that the work performed was not completed in a professional and workmanlike manner.

ALTERATIONS

Grant recipients shall agree not to alter, modify or remove the improvements made in accordance with the agreement for a period of three (3) years without the written permission of the CRA. The CRA may permit such alterations, modifications, or removal of the improvements when it determines that granting permission would not undermine the goals, objectives and policies of the Redevelopment Plan.

MAINTENANCE

The Grant recipient shall agree to maintain the improvements, made in accordance with this agreement, for a period of three (3) years. Failure to meet maintenance requirements will result in ineligibility for future grants and action to recoup the CRA's investment by ensuring the grant recipient pays back the amount of the grant to the CRA.

INELIGIBLE EXPENDITURES

- Improvements made prior to Grant application
- Interior renovations
- Refinancing existing debts
- Non-fixed improvements
- Business inventory\fixtures\equipment
- Business payroll
- General periodic maintenance including but not limited to: roof repairs/replacement, exterior pressure washing, painting, general building maintenance (unless in conjunction with other improvements otherwise indicated in the guidelines).
- Item funded by a previous grant (i.e., painting would become a deferred maintenance issue, not eligible for funding)

APPLICATION PROCEDURES AND GUIDELINES

Applications under the Large Redevelopment District Grant Program are accepted on a first come first served basis and the CRA Board reserves the right to choose a priority driven project over another one. This grant is designed for major projects costing more than \$100,000. Two projects per year will be considered unless the CRA Board decides differently. The application cycle will be opened in October and will remain open until funding for the fiscal year is depleted.

- I. Applicants seeking funding for property improvements located within the Community Redevelopment Area shall submit a completed application to the CRA. Applicants must follow the adopted Grant Application process. All Contractors must be licensed and have a LBTR to work in the City of Flagler Beach
- II. Completed applications shall include the following if applicable:
 - a. A written summary of the scope of work to be performed. Summary **MUST** include a comprehensive list of materials to be used for the improvements. (only materials approved by the Development Codes for the CRA will be accepted)
 - b. Color photographs clearly showing existing conditions of the facade, neighboring buildings and public entrances.
 - c. Sketch plans and specifications detailing the scope of work that will be required at the time of application and will be further developed at the project review conference.
 - d. Samples of all paint colors, signage and awnings materials to be used on the building.
 - e. Two contractor estimates specifically for and including all labor and materials for the work for which the grant is sought; provided, however, for projects with an estimated cost in excess of \$200,000, only one contractor estimate must be submitted.
- III. An applicant whose submission is incomplete shall be so informed by the CRA. The CRA shall also review all applications to determine if they meet the criteria for approval and are in compliance with the design guidelines.
- IV. Applicants shall be notified in writing of all approvals, approvals with conditions, or denials.
- V. The applicant shall incur all initial project costs and may receive reimbursement only after all improvements have been completed in accordance with the Grant Award.
- VI. *All improvements must receive a Building Permit before work is commenced (if applicable)***
- VII. All unforeseen changes in the scope of work that may arise during the renovation process will be considered on a case by case basis and must be approved by the CRA Board before any changes are made.
- VIII. Requests for reimbursement of project costs shall be viewed as a single, completed package. Costs not included in either the approved renovation plan or an approved change order shall not be considered for reimbursement.
- IX. Required documentation for reimbursement of project costs must include:
 - a. Copies of cancelled checks, certified checks or money orders of project costs
 - b. Detailed invoices and paid receipts
 - c. Name, address, telephone number of design professional, general contractor, sign contractor, etc., if applicable.

- X. Project costs reimbursement shall be made upon total completion of the project, presentation of documented project costs incurred, and a final inspection of the project by the CRA and Building Official to ensure the work was performed.
- XI. The CRA reserves the right to verify any and all cost associated with design or renovation work for which the reimbursement is requested.
- XII. The approved project must comply with the requirements of the City Code and the applicant must obtain the necessary permits, and zoning approvals.
- XIII. Work on projects receiving funding must begin within forty-five (45) days, and must be completed within one year from the date of grant approval, unless a written request has been submitted and approved by the CRA. Under no circumstances will a project be extended more than six (6) months. Applicants for those projects that have not received a written extension and whose work is not completed within one year from the date of grant approval will be required to re-apply for funding during the next cycle.
- XIV. Each applicant may receive only one Grant Award in any one cycle. An applicant having more than one property applying for a Grant will be placed on an “Alternate List,” which may be considered if funds are still available
- XV. Grant applications and reimbursements shall be submitted to and received by the Flagler Beach Redevelopment Director. Grant applications, once reviewed, shall go to the CRA Board for final approval.

Flagler Beach Redevelopment District Grant Program **Design Guidelines**

The primary guidance for design of improvements shall be the objectives contained in the Community Redevelopment Plan, Downtown Master Plan, Downtown Design Guidelines, and the existing codes of the City of Flagler Beach. Consideration must be given to the impacts of improvements on the overall façade and building appearance and how it will impact surrounding uses.



Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting

February 9, 2026

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: February 9, 2026
Item Name: External Grant Opportunities Review

Background:

Two distinct grant opportunities, brought forward by different community members, have been shared for potential use in advancing improvement projects within the CRA District. Both grants have submission deadlines in the coming weeks.

Fiscal Impact:

Staff Recommendation:

Staff recommends reviewing both grant opportunities and providing direction on whether to proceed.

Attachments:

1. Greatest Green Grants 2026
2. AARP Community Challenge Grant 2026

2026 Greatest Green Grants



Grant Guidelines: 2026 Greatest Green Grants **Applications Due: 5pm Eastern on February 23rd, 2026**

Extensions **will not** be accepted, and incomplete applications **will not** be reviewed.

Overview

Scotts Miracle-Gro is teaming up with Keep America Beautiful to bring even more resources to the network to help make America the greenest it can be for its 250th birthday!

Greatest Green Grants provide funding for community-based projects that enhance environmental sustainability and neighborhood resilience. Supported projects include neighborhood and community tree plantings, community and pollinator gardens, native landscaping, and green infrastructure initiatives designed to reduce heat island effects. These grants help neighborhoods become cooler, healthier, and more resilient by increasing green spaces, improving environmental quality, and fostering community pride through sustainable, nature-based solutions for a greener and more beautiful America.

We encourage affiliates to use this funding to help make their community the greenest it can be for the nation's 250th birthday celebration on July 4, 2026. We urge all eligible affiliates to apply.

Funding Available

- \$40,000 in funding will be available.
- Up to \$2,000 per affiliate*

*Grant committee may adjust grants amounts at their discretion.

Eligibility

- This grant is exclusive to Keep America Beautiful affiliates:

- Extra points will be awarded to affiliates who have met President's Circle standards for 2025 by the application deadline.
- Applicants will be given priority in the grant review and consideration process if they successfully secured or plan to secure a signature for the Greatest American Cleanup pledge from their highest elected/paid local government official at
- Keep America Beautiful (KAB) state affiliates are welcome to apply either in partnership with local KAB affiliates in their state and/or as pass through funding for affiliates in their state, provided projects and activities can be implemented within the grant activation timeline.
- No more than one (1) application per affiliate will be accepted.
- Affiliates may apply for both Greatest American Cleanup and Greatest Green Grants.

Timeline

- Application Deadline: 5pm ET on February 23rd, 2026.
- Grant Evaluation & Notifications: February – March 2026
- Implementation Period: Activities must be implemented within March 20, 2026, through July 1, 2026
- Final Report Due: 5pm ET July 31, 2026.

Application Guidelines

- While affiliates can use this grant funding to support any greening efforts, we will prioritize applications that clearly articulate goals and strategies to have a broader impact to support the Greatest American Cleanup campaign in 2026.
- While all projects and activities that contribute to the Greatest American Cleanup goals are eligible for funding, projects that include a focus on reducing heat island effects will be prioritized.
- Below are examples of eligible activities:
 - Neighborhood/community tree plantings
 - Community/pollinator gardens
 - Native landscaping projects
 - Green infrastructure to reduce heat island effects
- All proposals must clearly articulate how the proposed projects/activities will help promote healthy and resilient communities.
- All proposals must clearly articulate how the proposed projects/activities will be measured for impact reporting. Outline which data you intend to collect. E.g. Number of trees planted, Number of volunteers, Acres of Public Space Improved, etc. This information will be necessary for the final report.
- Affiliates are also strongly encouraged to articulate how they will ensure the sustainability of their efforts with a detailed maintenance plan for any plant material.

Budget Guidelines

- Funds can be used to purchase plant materials, green infrastructure items, and other supplies or PPE.
- Up to 10% of the project budget can be allocated to administrative and project management costs.
- Up to 10% of the project budget can be allocated to maintenance costs.
- Grantees will be required to purchase signage to recognize sponsors during their Greatest American Cleanup activities.

Other Requirements

- As you plan your grant program activities, please keep in mind that grantees will receive 70% of their funding upon executing a grant agreement and submitting an invoice. The remaining 30% of their award will be issued following the submission of a final invoice and the approval of a final report by Keep America Beautiful.
- All grant recipients will be required to brand their projects and efforts as the Greatest American Cleanup.
- Grantees will be required to display signage to recognize sponsors during their Greatest American Cleanup activities. Signage may be purchased from KAB, or you may use your own, signage, with approval from KAB.

Grant Review Process & Considerations

Applications will be reviewed by Keep America Beautiful staff and select external advisors and considered based on the following criteria:

- How applicants plan to engage their community to contribute towards the Greatest American Cleanup initiative goals to do more
- Clear articulation of project goals, activities and intended impact of project(s)
- Innovation and lasting impact
- Populations & communities served
- Having secured or committing to secure a Greatest declaration from local elected/paid leader

Grant Terms Acknowledgement *

- I have read and fully understand the above. By clicking the check box, I agree to these terms and conditions of the grant program.

[Next Page](#)

[Contact Information](#)

Casey Ryan

From: Daryl Reynolds <dreynolds@intfiber.com>
Sent: Friday, January 30, 2026 11:02 AM
To: Casey Ryan
Cc: Dale Martin; DeAnna OFlaherty; Vic Doig; Keith Evans; Suzanne Newman; worth strecker
Subject: External - RE: [External] RE: 2026 Greatest Green Grant

Caution: This email originated from outside the organization. Do not click or open attachments unless you recognize the sender and know the content is safe.

Casey,

We were discussing using this grant for planting Live Oaks in the median on N. Flagler where there are currently some struggling Ligustrum trees.

Keep Flagler Beach Beautiful met all requirements for Presidential Circle Awards in 2025, and this will be the first year we are eligible to apply for grants through KAB.

We encourage all City Officials to support the Greatest American Cleanup.

Please let me know your thoughts.

Daryl

From: Casey Ryan <kcryan@cityofflaglerbeach.com>
Sent: Tuesday, January 27, 2026 8:47 AM
To: Daryl Reynolds <dreynolds@intfiber.com>
Cc: Dale Martin <dmartin@cityofflaglerbeach.com>; DeAnna OFlaherty <DOflaherty@cityofflaglerbeach.com>
Subject: [External] RE: 2026 Greatest Green Grant

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender's actual email address and know the content is safe.

Good morning Daryl,

I have had a chance to review the grant guidelines you sent—thanks for sharing this and flagging the opportunity.

As we discussed on our call yesterday, I asked that you put together a brief pitch on how you think we could use this funding. Please send that over by this Thursday so I can add it to the CRAAB agenda. I'm looking forward to reviewing your ideas.

I've also attached the CRA District maps for reference.

Also, can you let me know whether City Officials have signed the Greatest American Cleanup pledge/declaration and if we've achieved President's Circle Status for 2025?

Thanks again,



Casey Ryan

Director, Community Redevelopment Agency

Office: (386) 517-2000 ext. 243

Cell: (386) 780-4243

Address: 105 S. 2nd Street, Flagler Beach, FL 32136

www.cityofflaglerbeach.com

[City of Flagler Beach Facebook](#)

[My Flagler Beach App](#)

Florida has a very broad Public Records Law. Virtually all written communications to or from state and local officials and employees are public records available to the public and media upon request. The City of Flagler Beach's policy does not differentiate between personal and business emails. This means email messages, including your email address and any attachments and information we receive online might be disclosed to any person or media making a public records request. Email sent on City systems will be considered public and will only be withheld from disclosure if deemed confidential or exempt pursuant to State Law. If you are an individual exempt under 119.071, Florida Statutes, please indicate so in your email or other communication. If you have any questions about the Florida public records law, refer to Chapter 119 Florida Statutes.

From: Daryl Reynolds <dreynolds@intfiber.com>
Sent: Monday, January 26, 2026 6:24 PM
To: Casey Ryan <kcryan@cityofflaglerbeach.com>
Cc: Dale Martin <dmartin@cityofflaglerbeach.com>
Subject: External - 2026 Greatest Green Grant

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Casey,

This is the grant that we discussed earlier, please review and let me know your thoughts.

Thanks
Daryl

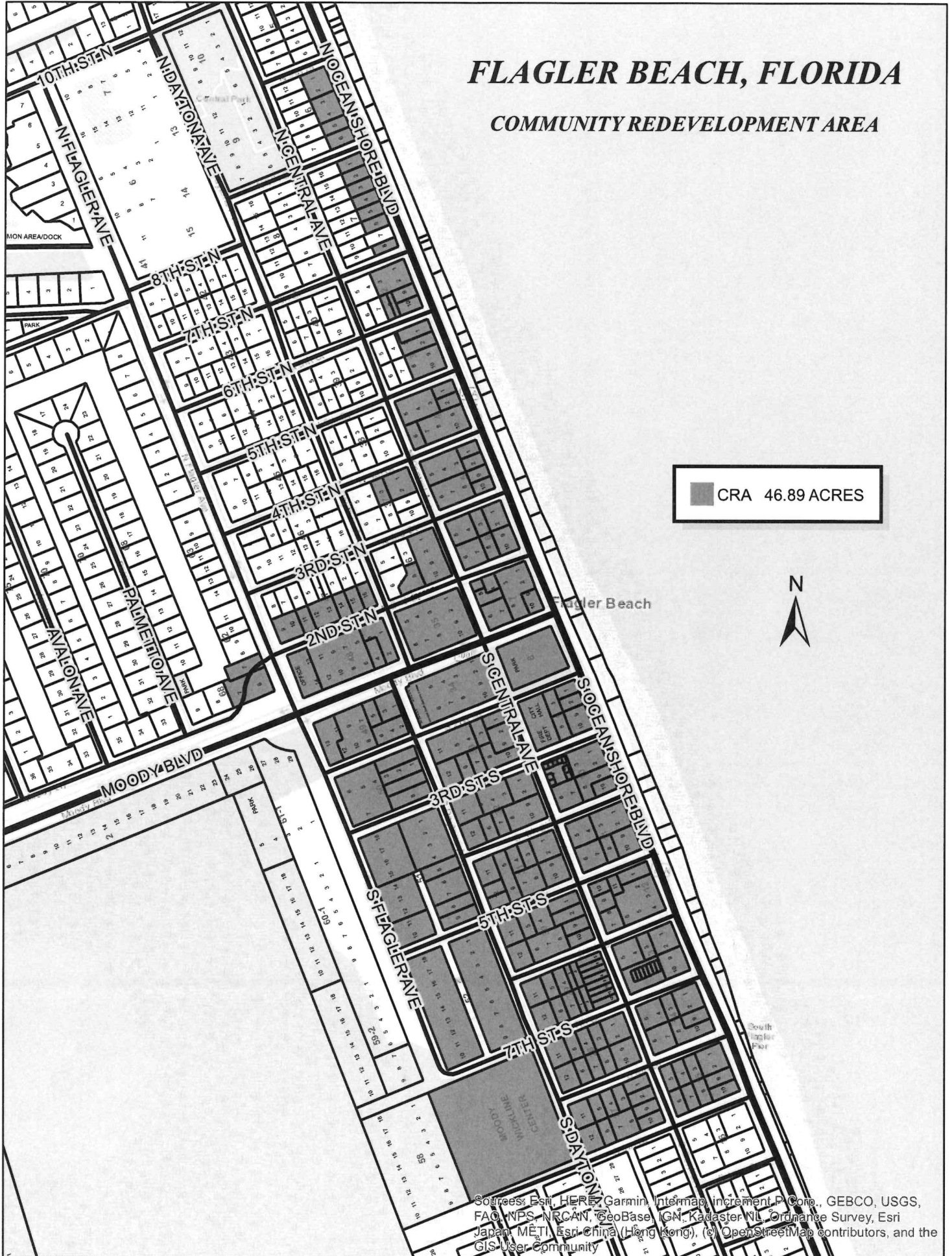


<https://kab.tfaforms.net/301>

FLAGLER BEACH, FLORIDA

COMMUNITY REDEVELOPMENT AREA

CRA 46.89 ACRES



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

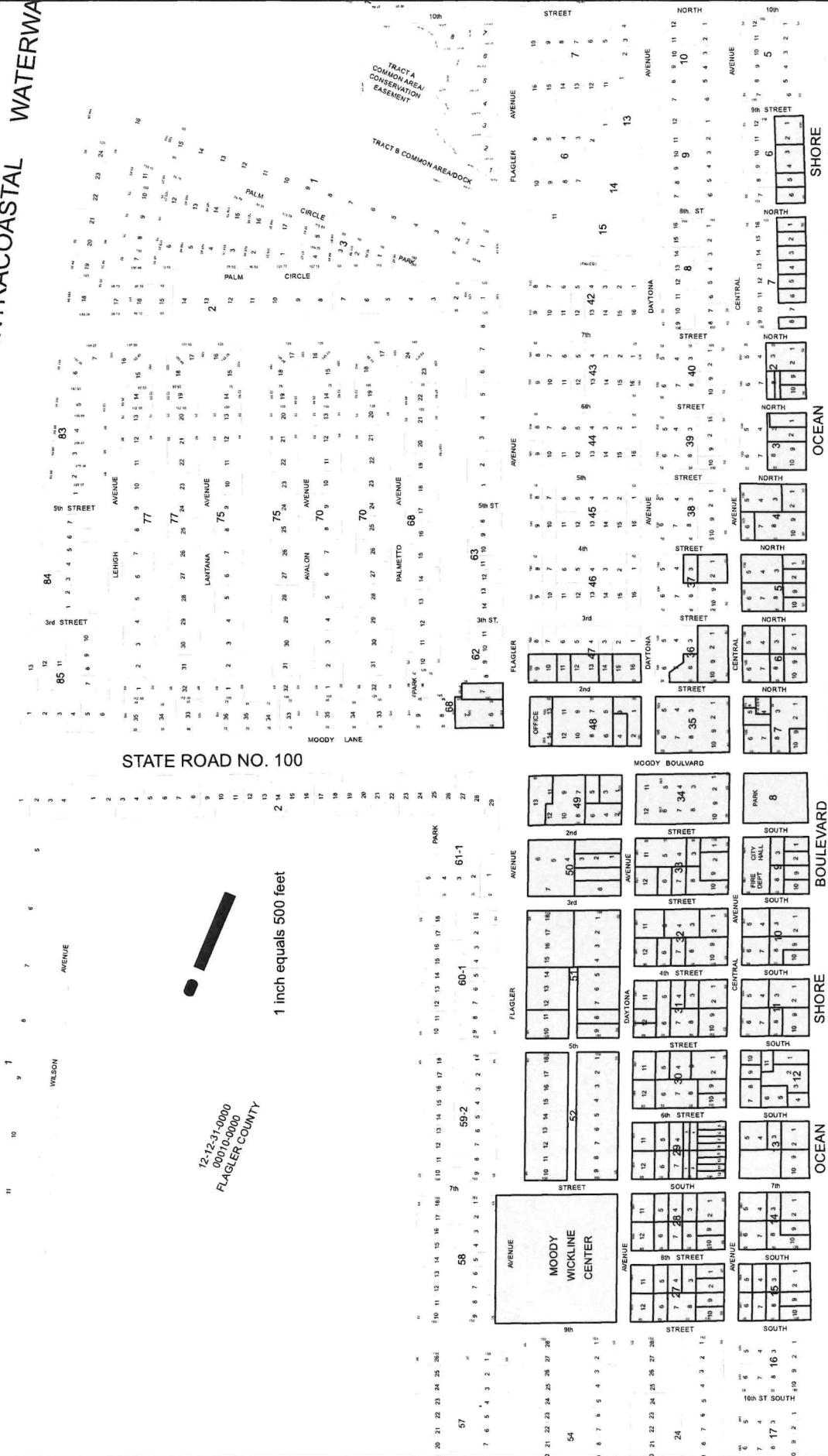
FLAGLER BEACH COMMUNITY REDEVELOPMENT AREA

12-12-31-0000
00-01-10-0000
FLAGLER COUNTY

12-12-31-0000
00-01-10-0000
FLAGLER COUNTY

1 inch equals 500 feet

0191-000



FLORIDA INTRACOASTAL WATERWAY

ATLANTIC OCEAN

AARP LIVABLE COMMUNITIES

2026 AARP Community Challenge

A grant program to make communities more livable for people of all ages with tangible improvements that jump-start long-term change

Page published January 7, 2026, Updated January 28, 2026



Interested Applicants: Please read all of the information on this page. Visit the application portal to set up an account. Submit an application no later than March 4.

[AARP.ORG/COMMUNITYCHALLENGE](https://aarp.org/communitychallenge)

Since its inception in 2017, the [AARP Community Challenge](#) has awarded 2,100 grants totaling \$24.3 million to projects that benefit residents — especially those age 50 and older — and accelerate community change.

AARP is accepting applications for the 2026 funding cycle that:

- Deliver tangible improvements to communities, such as new crosswalks, benches, bike lanes, housing designs, and public space enhancements.

- Leverage additional support from public, private, and philanthropic sources
- Help communities overcome policy barriers and implement lasting change
- Foster new collaborations and increase community engagement

Learn more by downloading the [AARP Community Challenge Q&A Fact-Sheet](#) and by using the [Your Questions Answered](#) tool.

2026 AARP Community Challenge Timeline

- **January 27:** Question & Answer Webinar, 2 pm ET | 11 am PT
[Watch the Webinar Recording](#)
- **March 4:** Application Deadline, 5 pm ET | 2 pm PT
[See a Sample Application](#) | [Submit an Application](#)
- **May:** Applicants will be notified of their status by email
- **June 24:** The grantees are announced— and the project work begins!
- **December 15:** Project completion deadline
- **December 31:** Deadline for after-action reports

JUMP TO SECTION

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[4. Scoring](#)

[2. Eligibility](#)

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[3. Requirements](#)

[6. Related Links/Downloads](#)

1. Grant Opportunities

In 2026, the AARP Community Challenge will accept applications across three distinct grant opportunities, each evaluated using a consistent scoring approach. (See the [Scoring](#) section below.)

Flagship Grants

AARP’s flagship Community Challenge grants range from a few hundred dollars for short-term activities to \$15,000 for larger initiatives. Since 2017, the average grant has been between \$10,000 and \$12,000. AARP reserves the right to award compelling projects at any amount. Eligible projects should benefit residents — especially those age 50 and older — in at least one of the following categories:

- Creating vibrant public places (i.e., parks, open spaces, community amenities)
- Expanding transportation and mobility options (i.e., walkability, bikeability, transit access)
- Increasing housing options (i.e., accessible and affordable choices)
- Enhancing digital connections and digital literacy
- Strengthening disaster resilience (i.e., disaster preparedness and mitigation)

Capacity-Building Microgrants

These \$2,500 microgrants come with added support, including webinars, cohort learning, up to two hours of coaching from national nonprofit organizations working with AARP to support the AARP Community Challenge program, and AARP resources. Eligible projects should benefit residents – especially those age 50 and older – in at least one of the following categories:

- **Walk Audits:** Conduct walkability assessments with support from [America Walks](#) and using the [AARP Walk Audit Tool Kit](#).
- **Bike Audits:** Conduct bikeability assessments with support from [The League of American Bicyclists](#) and using the [AARP Bike Audit Tool Kit](#).
- **HomeFit Modifications:** Implement education, simple home modifications and accessible safety solutions to create and maintain “lifelong homes,” especially for people age 50-plus, with support from the [RL Mace Universal Design Institute](#) and using the [AARP HomeFit Guide](#).
- **Disaster Preparedness:** Implement disaster preparedness training programs and resources for residents, especially those age 50-plus, with support from [SBP](#) and using the [AARP Disaster Resilience Tool Kit](#).

Demonstration Grants

These grants support projects that can be replicated in other communities. Awards typically range from \$10,000 to \$20,000 and will not exceed \$25,000. Eligible projects should benefit residents – especially those age 50 and older – in at least one of the following categories:

- **Pedestrian Safety:** Improve the safety of streets and sidewalks; funding support from Toyota Motor North America.
- **High-Speed Internet:** Increase broadband access and adoption; funding support from Microsoft.
- **Housing Design Competitions:** Promote understanding and implementation of housing policies that support a variety of community needs using the [AARP Housing Design Competition Tool Kit](#).

See [Attachment B](#) for examples of past AARP Community Challenge projects.

[Back to List](#)

2. Eligibility

To be eligible for the AARP Community Challenge, each project must meet the criteria outlined in the Grant Opportunities section and satisfy the following requirements related to organization type, mission focus, and project type. Eligible organizations may apply for more than one grant opportunity and may submit multiple applications.

Organization Type: The program is open to:

- 501(c)(3), 501(c)(4), and 501(c)(6) nonprofit organizations recognized by the IRS
- Government entities
- Other types of organizations considered on a case-by-case basis

Note: AARP does not fund for-profit companies or individuals.

Mission Focus: Projects must align with AARP's mission to serve people age 50 and older.

Eligible Projects: AARP Community Challenge grants support:

- Permanent, physical community improvements
- Temporary demonstrations that lead to long-term change
- New, innovative programming pilots or services

Ineligible Projects: The following efforts are not eligible for funding:

- Partisan, political, voter, or election-related activities
- Planning activities, assessments, or surveys without tangible community engagement
- Studies with no follow-up action
- Publication of books or reports
- Land or building acquisition
- Purchase of vehicles or mechanical equipment (i.e., cars, trucks, buses, snow mobiles, snow grooming machines, tractors)
- Sponsorship of other organizations' events or activities
- Research and development for nonprofit or for-profit ventures

- Promotion of for-profit entities or their products/services

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3. Requirements

To be considered for funding, applicants must:

- Meet all eligibility requirements outlined in the program guidelines
- Submit a complete application through the [AARP Community Challenge Application Portal](#) no later than March 4, 2026, 5 pm ET | 2 pm PT

Late or incomplete applications will not be reviewed.

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4. Scoring

Eligible projects will be evaluated based on the following criteria:

- **Impact (60 points):** The project demonstrates strong potential to create meaningful change by addressing community-identified needs aligned with livable communities priorities — particularly those of people age 50 and older. It shows a clear ability to overcome barriers and effectively accelerate, expand, or sustain efforts that make the community more livable.
- **Execution (30 points):** The applicant demonstrates the capacity to complete the project on time and within budget, effectively engage residents and stakeholders, and leverage volunteers in implementation.
- **Innovation (10 points):** The project incorporates creative approaches, unique designs, or engagement strategies that enhance its impact on residents — especially those age 50 and older.

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5. Grant Selection

Grant recipients will be selected by an AARP panel of experts in aging, community development and livable communities. Projects will be evaluated based on their potential to create immediate, meaningful change that leads to long-term impact, as well as how well they meet the established selection criteria.

- All applicants — both selected and not selected — will be notified via email in May 2026

- Selected applicants must complete and return a signed grant agreement and eSupplier vendor registration to AARP by June 10, 2026. Failure to meet this deadline may result in disqualification or delayed funding

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6. Related Links/Downloads

- [2026 AARP Community Challenge Announcement \(PDF\)](#)
- [Frequently Asked Questions \(Interactive Tool\)](#)
- [Frequently Asked Questions \(PDF\)](#)
- [Attachment A: Sample Application \(PDF\)](#)
- [Attachment B: Project Examples \(PDF\)](#)
- [Attachment C: Deliverable Examples \(PDF\)](#)
- [Questions: Email the AARP Community Challenge](#)
- [Learn more about AARP Livable Communities.](#)

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ADDITIONAL OPPORTUNITIES

An Opportunity for Other Possible AARP Funding: By submitting a proposal to the AARP Community Challenge, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

Note Regarding Other Potential Funders: AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge.

- If requested, AARP would like to send your business contact information, organization name and a short description of the proposal, including the community where the project would take place (“Project Information”).
- Please note that these projects will be subject to any potential funder’s own terms, conditions and review.
- Please indicate in your application whether or not you give permission to AARP to share your “Project Information” with other potential funders. We will alert you before this “Project Information” is given to potential funders.

SUBMISSION TERMS AND CONDITIONS

If you submit this application, you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with submission and evaluation of your organization's application.

By submitting an application to AARP, the applicant affirms they are an authorized representative of the potential grantee, and by and on behalf of potential grantee agrees that:

- The decisions of AARP regarding the eligibility of applicants and the validity of entries shall be final and binding.
- All submissions will be judged by AARP, whose decisions and determinations as to the administration of the award and selection of award recipients are final.
- AARP has the right, in its sole discretion, to cancel, or suspend any grant award.
- All projects and applications will comply with applicable law and will not violate any third-party rights.
- Except where prohibited by law, participation in the AARP Community Challenge constitutes the Applicant's consent to AARP's use of the organization's name and corporate logo, street address, city, state, zip code, county, and names, likenesses, photographs, videos, images, and statements made or provided by the Applicant's representatives regarding the award for promotional purposes in any media without further permission, consent, payment or other consideration in perpetuity.

Receipt of grant funding requires execution of a grant agreement with AARP and completion of eSupplier registration by June 10, 2026, and compliance with the promotional toolkits. Further,

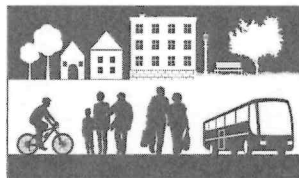
- Grantees will be responsible for all grant activities performed under the AARP grant agreement. Grantees must maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the grant activities in accordance with generally accepted industry standards and as required by law. Grantees must also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section.
- All promotional materials (such as newsletters, press releases), events and signage related to the funded project will include a statement indicating that support was received from AARP in compliance with the AARP Community Challenge Promotional Toolkit to be provided to selected grantees.
- Grantees are required to capture photos, videos and/or stories from the project. As Grantee captures photos, videos and/or stories from the project, if an identifiable individual appears in the photos, videos and/or stories, grantee is responsible for having him/her sign the AARP General Release. (This document will be provided to grantees.) In addition, grantee agrees not to include any element in photos or videos or other materials provided to AARP

that violates third party rights, such as artwork (including sculptures) and trademarks in text and logo used without permission. Grantee may be asked to send work-in-progress photos to AARP upon request. Following the grant period, grantees are required to respond to periodic requests for updates from AARP.

- The submission of the After-Action Report at the conclusion of the project is required by the deadline. Failure to submit the required report will result in the removal from the AARP website until the time of submission, and non-completion will disqualify a grantee from future AARP Community Challenge grant programs.

AARP and its affiliated organizations, subsidiaries, agents and employees are not responsible for late, lost, illegible, incomplete, stolen, misdirected, illegitimate, or impermissible submissions or any other error whether human, mechanical or electronic.

AARP LIVABLE COMMUNITIES



INFORMATION AND INSPIRATION FOR LOCAL LEADERS

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More from [AARP.org/Livable](https://www.aarp.org/livable)

Use the dropdown to choose a livability topic.

Select a Subject



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Casey Ryan

From: Paul Mykytka <paul.mykytka@gmail.com>
Sent: Friday, January 23, 2026 12:19 PM
To: Casey Ryan
Cc: Dale Martin; Lupita McClenning; Jenifer Crews; Bill Freeman
Subject: External - Re: Funding Opportunity - 2026 AARP Community Challenge

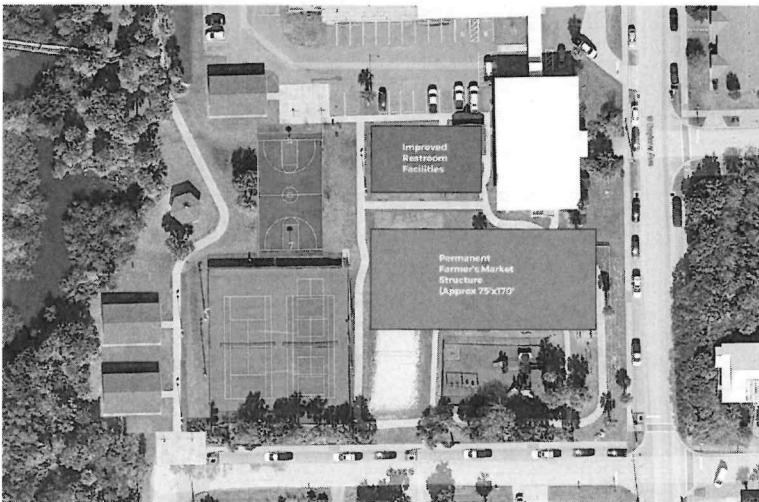
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Well, the topic of a re-imagined Veteran's Park came up last night, could be used on that.

Orrrrrrrr, Wickline Park hasn't been substantially modified in many years. And I think a Farmer's Market structure would be a great amenity for the community.

Based on a 10 minute Microsoft Paint session, here's a stab at something:

- Expanded/improved restrooms.
- Permanent Farmer's Market structure (inspiration from South Haven, MI <https://maps.app.goo.gl/hNu44qhN6qnb8Pvs8>)
- Remove one existing shelter and relocate basketball court
- Remove southwest parking lot and build 2 new shelters
- Add parallel parking and ADA parking on 9th to replace parking lot



On Fri, Jan 23, 2026 at 11:40 AM Casey Ryan <kcryan@cityofflaglerbeach.com> wrote:

Hi Paul, Thanks for sharing this! It was actually sent to us very recently by another citizen as well, and we are currently looking into it. Do you have anything specific in mind that you would like to see funded through this grant at one of the parks in the CRA?



Casey Ryan

Director, Community Redevelopment Agency

Office: (386) 517-2000 ext. 243

Cell: (386) 780-4243

Address: 105 S. 2nd Street, Flagler Beach, FL 32136

www.cityofflaglerbeach.com

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From: Paul Mykytka <paul.mykytka@gmail.com>

Sent: Thursday, January 22, 2026 4:30 PM

To: Dale Martin <dmartin@cityofflaglerbeach.com>; Casey Ryan <kcryan@cityofflaglerbeach.com>; Lupita McClenning <LMcClenning@cityofflaglerbeach.com>; Jenifer Crews <JCrews@cityofflaglerbeach.com>; Bill Freeman <BFreeman@cityofflaglerbeach.com>

Subject: External - Funding Opportunity - 2026 AARP Community Challenge

Caution: This email originated from outside the organization. Do not click or open attachments unless you recognize the sender and know the content is safe.

Hey all! Just curious if the City has ever applied for this or whether we'd want to this year? Improve something in the CRA? Spruce up a park?

<https://www.aarp.org/livable-communities/community-challenge/info-2026/2026-challenge.html>



Staff Report

Community Redevelopment Agency Advisory Board Regular Meeting

February 9, 2026

To: Community Redevelopment Agency Advisory Board
From: Casey Ryan, CRA Director
Meeting Date: February 9, 2026
Item Name: CRA Capital Projects

Background:

CRA Capital Project Status Updates

Fiscal Impact:

Total combined funding for CRA Capital Projects is budgeted at \$790,000.

Staff Recommendation:

Attachments:

1. CRA Capital Projects

Capital Fund Spend 25/26

PROJECT IN PROGRESS		PROJECT COMPLETED		ON COMMISSION MEETING AGENDA				
Project #	Name	Fund	Funding Source	Budget 25/26	YTD Expense	Percent	Budget Variance	Comments
558	Facilities - Air Conditioning Units	General	Unrestricted GF	24,000	0	0%	24,000	
556	Facilities - Bucket Truck	General	Unrestricted GF	100,000	0	0%	100,000	
556	Facilities - Dump Truck	General	Unrestricted GF	100,000	10,225	10%	89,775	Dump trailer purchased
563	Facilities - Park Improvements	General	Unrestricted GF	10,000	0	0%	10,000	Contractor is currently installing new fence at Palmetto Park and should be completed by 16 JAN
572	Facilities - Hydroplanks	General	24/25 Capital/Grant Funded	147,502	137,573	93%	9,930	Flood Planks purchase is completed and all materials are on-site. Contractor to begin first facility installation end of JAN
Total Facilities				381,502	147,797	39%	233,705	
095	Police - Three Vehicles	General	Infrastructure Surtax Reserve	250,833	0	0%	250,833	Three of four vehicles have been received.
651	Police - Evidence Drying Cabinet	General	Unrestricted GF	0	8,324	0%	(8,324)	Need to complete BA from Police GF budget.
501	Police - Drones	General	Grant	0	0	0%	0	Drones on order. BA will need to be done for grant.
Total Police				250,833	8,324	3%	242,509	
603	Fire - Fire Station Repairs	General	Infrastructure Surtax Reserve	117,000	72,930	62%	44,070	New Bay Door installation completed. Contractor proposal negotiations currently underway for Training Room Renovations
604	Fire - Painting of High Water Vehicle	General	Unrestricted GF	7,000	0	0%	7,000	Project will not be completed. Funds will be used for command vehicle.
604	Fire - Vehicle Replacement	General	Infrastructure Surtax Reserve / Fire Equip Reserve	59,000	0	0%	59,000	On 1/22/26 agenda.
Total Fire				183,000	72,930	40%	110,070	
553	P&Z - Code Enforcement New Golf Cart	General	Unrestricted GF	11,000	10,500	95%	500	Golf cart received.
Total Planning & Zoning				11,000	10,500	95%	500	
606	IT - New Server	General	Unrestricted GF	38,000	0	0%	38,000	
607	IT - City Wide Cameras	General	City Wide Camera Reserve	20,000	0	0%	20,000	
605	IT - BSA Cloud Version Update	Multi	Fund split across departments	68,100	0	0%	68,100	Go live February.
Total IT				126,100	0	0%	126,100	
567	Roads & Streets - Paving & Sidewalks	General	Reserves/ Unrestricted GF	287,000	71,581	25%	215,419	Street Paving on S. Central Notice to Proceed was given, work to commence early February.
610	Roads & Streets - Vehicle Replacement	General	Unrestricted GF	20,000	0	0%	20,000	
618	Roads & Streets - Bridge Lighting	General	Bridge Lighting Reserve	203,000	0	0%	203,000	
Total Roads & Streets				510,000	71,581	14%	438,419	
611	Library - Exterior Rehab	General	Unrestricted GF	25,000	0	0%	25,000	
Total Library				25,000	0	0%	25,000	
554	Recreation - ATV	General	Reserves/ Unrestricted GF	10,000	0	0%	10,000	
599	Recreation - Driveway Improvements	General	Reserves/ Unrestricted GF	0	770	0%	(770)	Rollover from prior year.
Total Recreation				10,000	770	8%	9,230	
550	CRA - City Parking Lots	CRA	CRA Fund Balance	200,000	0	0%	200,000	DDS enterprises have ordered material to complete project for parking lot, material has a 12-week lead time and is scheduled to be installed early February.
553	CRA - Decorative Street Lamp Replacement (Installation Only) (30Yrs)	CRA	CRA	200,000	0	0%	200,000	Installation services to be procured once scope of work and new locations are determined
598	CRA - Veteran's Park Improvements	CRA	CRA	50,000	0	0%	50,000	
600	CRA - Wickline Playground Rebuild	CRA	FRDAP Grant / CRA	340,000	0	0%	340,000	Playground Equipment is procured and on-site delivery anticipated by end of JAN
Total CRA				790,000	0	0%	790,000	
596	BCI - Vehicle	BCI	BCI Fund, 24/25 Capital	35,816	35,816	100%	0	Truck received.
Total Building Code				35,816	35,816	100%	0	





Centennial Community Dinner

NO TICKET SALES AFTER MAY 23



**VETERANS PARK
JUNE 14, 2025
5:00 PM SEATING
6:00 PM DINNER**

**BUY YOUR TICKET
TODAY ON EVENTBRITE**

DINNER OPTIONS FROM

- A1A Burrito Works Taco Shop
- Barnhill's Café, Bar & Grill
- Beachside Gyro's
- Break-Awayz
- Cajun Beach
- Crave's Coastal Kitchen & Cocktails
- FARO Beachside Eatery
- Funky Pelican
- Next Door Beach Bistro
- Oceanside Beach Bar & Grill
- Pierogi Shop
- Romero's Tuscany by the Sea
- The Golden Lion Cafe
- Tortuga's Florida Kitchen & Bar
- Whaam Burger



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