



## TOWN COUNCIL AGENDA REGULAR MEETING

THURSDAY  
FEBRUARY 19, 2026 – 2:00 P.M.

TOWN COUNCIL CHAMBERS  
4300 S. ATLANTIC AVENUE, PONCE INLET, FL

**SUNSHINE LAW NOTICE FOR BOARD MEMBERS** – Notice is hereby provided that one or more members of the Town's various boards may attend and speak at this meeting.

A complete copy of the materials for this agenda is available at Town Hall.

1. CALL TO ORDER.

2. PLEDGE OF ALLEGIANCE.

3. ROLL CALL.

*NOTE: Citizens who wish to speak during Public Participation about any subject that is not on the meeting agenda should fill out the Citizen Participation Request form and submit it to the Town Clerk prior to the start of the meeting.*

4. ADDITIONS, CORRECTIONS OR DELETIONS TO THE AGENDA.

5. CITIZENS' PARTICIPATION - *The Town of Ponce Inlet encourages engagement by citizens via a variety of means. This is an opportunity for our citizens to talk to us collectively on any subject that is not identified on the meeting agenda. The Town's Rules for Conducting Town Council meetings are set forth in Resolution 2024-09 and include the following guidelines:*

- *Citizens are provided with 5 minutes at each meeting to speak on one or more issues that are not otherwise placed on the meeting agenda.*
- *Please introduce yourself with your name and address clearly for the record.*
- *Share with us your thoughts, ideas, and opinions; we want to hear them.*
- *Under our rules, all questions and comments are directed to the Mayor.*

*While some questions may be able to be addressed at this meeting, others may require research or more information than we have readily available from our staff, so we may have to defer the response to you until we have that information. Also, depending on the type of issue, we may place the matter on a properly noticed subsequent meeting agenda. As a Council, we welcome the opportunity to hear from you and hope you will speak with us not only during Citizen Participation but outside of these meetings. We understand the formal nature of this meeting, but rest assured, we want to hear from you, we want to address your concerns, and we are appreciative of your involvement.*

6. PROCLAMATIONS, PRESENTATIONS, AND AWARDS:

- A. Beach Feasibility Study. – presentation by Ms. Jessica Fentress, Volusia County Coastal Division Director*
- B. Votran service changes in Ponce Inlet. – presentation by Mr. Bobbie King, Votran Transit Services Director*

C. Mayor's Proclamations report.

7. CONSENT AGENDA - *Items on the consent agenda are defined as routine in nature that do not warrant detailed discussion or individual action by the Council; therefore, all items remaining on the consent agenda shall be approved and adopted by a single motion, second and vote by the Town Council. Items on the consent agenda are not subject to discussion. Any member of the Town Council may remove any item from the consent agenda simply by verbal request at the Town Council meeting.* Removing an item from the consent agenda does not require a motion, second or a vote; it would simply be a unilateral request of an individual Council member and this item would then be added as the last item under New Business. As with all agenda items, the public will have the opportunity to comment prior to a motion being placed on the floor and their comment(s) may persuade the Council to remove the item from the Consent Agenda and place under New Business for discussion.

- A. Request to declare fire department vehicle as surplus property.
- B. Request to Adopt the Ponce Inlet Fire Rescue Community Risk Assessment/Standard of Cover Document (CRA/SOC).
- C. Approval of the Town Council Regular meeting minutes – January 15, 2026.

8. OLD/NEW BUSINESS ITEMS PREFERRED AT THE BEGINNING OF THE MEETING:

- A. Amended and Restated Special Magistrate Services Agreement with Vose Law Firm.
- B. Request for Use of Town Property: Marine Science Center's 2026 Turtle Day.
- C. Update for the South Peninsula Drive sidewalk mobility project and request for Town Council direction.

9. PUBLIC HEARINGS / QUASI-JUDICIAL MATTERS: *None.*

10. PUBLIC HEARINGS / NON-QUASI-JUDICIAL MATTERS: *None.*

11. ORDINANCES (FIRST READING) AND RESOLUTIONS:

- A. Resolution 2026-03 – Adoption of the National Flood Insurance Program Community Rating System (CRS) and the 2025 Volusia Multi-Jurisdictional Program for Public Information (PPI) Plan.

12. OLD BUSINESS:

- A. Update on replacement project for Public Works Building “B.”

13. NEW BUSINESS:

A. Request to change the May 21, 2026 Regular Town Council meeting date. – *requested by Mayor Paritsky.*

14. FROM THE TOWN COUNCIL:

- A. Vice-Mayor Smith, Seat #5
- B. Councilmember Villanella, Seat #4
- C. Councilmember White, Seat #3
- D. Councilmember Milano, Seat #2
- E. Mayor Paritsky, Seat #1

15. FROM THE TOWN MANAGER.

16. FROM THE TOWN ATTORNEY.

17. CITIZENS' PARTICIPATION - *The Town of Ponce Inlet encourages engagement by citizens via a variety of means. This is another opportunity for our citizens to talk to us collectively for 2 minutes before closure of this meeting regarding reports provided by the Town Council, Town Manager, or Town Attorney in items 14-16 (only) of the meeting agenda.*

18. ADJOURNMENT.

Upcoming Town Council meeting(s):

- Thursday, March 19, 2026, 2:00 PM – Regular Town Council Meeting.

*If a person decides to appeal any decision made by the Town Council with respect to any matter considered at a meeting or hearing, he/she will need a record of the proceedings and that for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons who require accommodation to attend this meeting should contact the Ponce Inlet Town Hall at 236-2150 at least 48 hours prior to the meeting to request such assistance.*



**Meeting Date:** 2/19/2026

**Agenda Item:** 6

## **Report to Town Council**

**Topic:** Proclamations, Presentations, and Awards.

### **Summary:**

- A. Beach Feasibility Study. – *presentation by Ms. Jessica Fentress, Volusia County Coastal Division Director.*
- B. Votran service changes in Ponce Inlet. – *presentation by Mr. Bobbie King, Votran Transit Services Director.*
- C. Mayor's Proclamations report.

**Suggested motion:** None required.

**Requested by:** Mayor Paritsky

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### **Town of Ponce Inlet - Office of the Mayor**

*The Town of Ponce Inlet staff shall be professional, caring, and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

To: Town Council

Through: Michael E. Dishier, AICP, Town Manager

From: Mayor Lois A. Paritsky *LAP*

Date: January 27, 2026

Subject: Proclamation Report

---

The following Proclamation will be presented during this meeting:

- To encourage residents to raise awareness and further their knowledge of how to protect themselves and their property from flooding, I am presenting a Proclamation declaring the week of March 9<sup>th</sup> – March 15<sup>th</sup>, 2026 as *Flood Awareness Week*.

A copy of the Proclamation may be viewed at the Town Hall kiosk.

# PROCLAMATION

## OF THE

### TOWN OF PONCE INLET, FLORIDA

**WHEREAS**, the Town of Ponce Inlet has experienced severe weather in the past in the form of extreme rainfall or tropical system events resulting in flooding in both coastal and riverine areas, and this flooding has caused damage and flood losses to homes and buildings in all areas whether they are high-risk special flood hazard areas or low to moderate risk flood zones; and

**WHEREAS**, the Town of Ponce Inlet is a voluntary participant in the National Flood Insurance Program that provides residents with the opportunity to protect themselves against flood loss through the purchase of flood insurance at reduced insurance premium rates as well as setting higher regulatory standards to reduce the flood risk and potential flood damage to their property; and

**WHEREAS**, the reduction of loss of life and property damage can be achieved when appropriate flood preparedness, control, and mitigation measures are taken before a flood; and

**WHEREAS**, public education and awareness of potential weather hazards and methods of protection are critical to the health, safety and welfare of residents, the Florida Floodplain Managers Association (FFMA), have declared the week of March 9<sup>th</sup> – 15<sup>th</sup>, 2026 as Flood Awareness Week to promote awareness and increase knowledge of flood risk, the availability of flood insurance, flood protection methods, and how to prepare for emergencies.

**NOW, THEREFORE**, I, Lois A. Paritsky, Mayor of the Town of Ponce Inlet do hereby proclaim the week of March 9<sup>th</sup> – 15<sup>th</sup>, 2026 as:

## “FLOOD AWARENESS WEEK”

in the Town of Ponce Inlet and further encourage citizens of Ponce Inlet to increase their knowledge of how to protect themselves and their property from flooding.

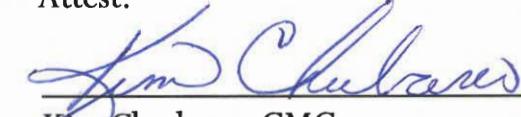
**IN WITNESS WHEREOF**, I hereunto set my hand and cause the Seal of the Town of Ponce Inlet, Florida, to be affixed this 19<sup>th</sup> day of February 2026.



Town of Ponce Inlet, Florida

  
\_\_\_\_\_  
Lois A. Paritsky, Mayor

Attest:

  
\_\_\_\_\_  
Kim Cherbano, CMC  
Town Clerk



Meeting Date: 2/19/2026

Agenda Item: 7

## Report to Town Council

**Topic:** Consent Agenda

- A. Request to declare fire department vehicle as surplus property.
- B. Request to Adopt the Ponce Inlet Fire Rescue Community Risk Assessment/Standard of Cover Document (CRA/SOC).
- C. Approval of the Town Council Regular meeting minutes. – January 15, 2026.

**Summary:** See attached documents.

**Suggested motion:** Approval of the Consent Agenda as presented.

**Requested by:** Chief Scales, Public Safety Director  
Ms. Cherbano, Town Clerk

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### Office of the Public Safety Director

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

To: Michael E. Disher, AICP, Town  
 Manager From: Daniel Scales, Public Safety  
 Director Date: January 7, 2026  
 Subject: Request to Declare Vehicle as Surplus Property

**MEETING DATE:** February 19, 2026

**Introduction:**

Staff requests approval from the Town Council for the declaration of the vehicle listed below as surplus property.

**Background:**

Per Town Code of Ordinances Article VII, Division 3, Sec. 2-382, personal property deemed obsolete, unusable, or in the best interest of the town for sale, with an estimated value of \$5,000.00 or more, must undergo formal bidding procedures, negotiated sale, or other approved procedures by the Town Manager. The Town Council's declaration of surplus property is a prerequisite for its sale.

**Request:**

Staff seeks approval to declare the listed vehicle as surplus property. The vehicle will be sold through Enterprise Fleet Services, with all proceeds returned to the Town.

Vehicle Make	Vehicle Model	Year	Mileage	VIN	Condition
Ford	Interceptor	2013	126,325	1FM5K8ARXDG16262	Fair

# TOWN OF PONCE INLET

## Capital Assets Policies and Procedures Manual



### EXHIBIT D - FIXED ASSET DISPOSAL FORM

Dept# 22  
(not required)

TO: FINANCE DEPARTMENT

DISPOSAL DATE: 1/7/2026

The following item was: SENT TO AUCTION X

From the : FIRE Department

#### ASSET INFORMATION:

Description: 2013

Acquisition Date: 9/10/2012

Cost New: \$27,200.00

Town Asset#: 2375

Town Vehicle#:

VIN#: 1FM5K8ARXDG16262

Serial#:

Model#:

Manufacturer: FORD

**PLEASE AUTHORIZE TRANSFER/DISPOSAL IN ACCORDANCE WITH CURRENT COUNCIL POLICY**

Signature of Department Custodian Verifying Deletion

Signature of Town Manager

Disposal Method:  Sale/Auction

Donation Recipient

Junked/Scrapped  Obsolete  Broken

Stolen Police Report Filed  Yes  No

Lost

Other

**PLEASE FORWARD COPY OF SIGNED FORM AND ANY SUPPORTING BACKUP DOCUMENTATION TO FINANCE DEPARTMENT**



## MEMORANDUM

### Office of the Public Safety Director

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

To: Michael E. Disher, AICP, Town Manager  
From: Daniel Scales, CFO, Public Safety Director/Fire Chief  
Date: February 3, 2026  
Subject: Request to Adopt the Ponce Inlet Fire Rescue Community Risk Assessment/Standard of Cover Document (CRA/SOC)

---

**Meeting Date:** February 19, 2026

---

## BACKGROUND

In 2023, the Fire Department presented its Community Risk Assessment/Standards of Cover (CRA/SOC) document to the Town Council as the first step in its multi-year initiative toward accreditation. As such, the document is part of the department's ongoing effort to evaluate community risk, align resources, and clearly define service delivery levels. The CRA/SOC is a comprehensive planning document that identifies and evaluates the risks present in the community and establishes how the Fire Department is organized, staffed, and deployed to address those risks. It defines response performance objectives, deployment strategies, staffing considerations, and service expectations for both fire suppression and emergency medical services.

Since 2023, the CRA/SOC has been actively referenced and used to support operational planning, deployment decisions, performance evaluation, budgeting discussions, and long-range planning within the department.

In 2025, the CRA/SOC was updated to incorporate current response data and operational information in anticipation of the recently completed accreditation site visit. In addition to updated response data, the only other revisions included updates to equipment inventories and minor grammatical or formatting corrections. No substantive changes to service levels, deployment strategies, or performance objectives were made.

While the CRA/SOC has been utilized operationally since 2023, it was not formally adopted by the Town Council.

## **DISCUSSION**

Formal adoption of the Community Risk Assessment/Standards of Cover is recommended as part of the Fire Department's accreditation process. During the accreditation site visit, formal adoption of the CRA/SOC by the governing body was identified as a recommendation to strengthen governance, accountability, and alignment with accreditation standards.

Accreditation standards require that the governing body formally acknowledge and adopt the CRA/SOC, as it represents the officially recognized benchmark for service delivery, performance expectations, and resource deployment.

The CRA/SOC does not create new service obligations, staffing mandates, or budgetary commitments. Rather, it documents existing practices, response objectives, and deployment strategies based on community risk and operational realities. Formal adoption serves to acknowledge the CRA/SOC as the guiding document for the Fire Department and affirms its role in decision-making and long-term planning.

This action is ministerial in nature and ensures alignment with accreditation requirements and best practices in fire service governance.

## **FISCAL IMPACT**

There is no fiscal impact associated with this action.

## **RECOMMENDATION**

Staff recommends that the Town Council formally adopt the Fire Department's Community Risk Assessment/Standards of Cover (CRA/SOC) document, including the 2025 update, as presented.



# PONCE INLET FIRE RESCUE

## COMMUNITY RISK ASSESSMENT/ STANDARDS OF COVER

October 2025



Facilitated by



Center for  
Public Safety  
Excellence

This page intentionally left blank.



## Ponce Inlet Fire Rescue

**Fire Chief Daniel Scales**

### **Community Risk Assessment-Standards of Cover**

#### **Contributors**

Joeseph Landreville, Deputy Fire Chief

Rebecca Hugler, Office Manager

2025

## TABLE OF CONTENTS

A.	Description of Community Served.....	1
	Introduction.....	1
	Community and Department Legal Basis.....	1
	History of the Community.....	2
	Community Financial Basis .....	6
	Community Boundaries .....	8
	Community Planning Areas.....	9
	Community Transportation Systems.....	15
	Community Critical Infrastructure.....	16
	Community Topography .....	18
	Community Geology .....	19
	Community Physiography.....	19
	Community Climate.....	20
	Community Population/Population Densities.....	23
	Community Demographic Features .....	23
B.	History of the Agency.....	25
	Major Historical Milestones of the Department .....	25
	Current Legal Boundary of Service Area .....	26
	Current Organization, Divisions, Programs and Services.....	27
	Fire Stations, Training Facilities, Apparatus, Equipment, and Staffing.....	28
C.	Current Descriptions of Levels of Service with Delivery Programs .....	30
	Fire Suppression.....	30
	Emergency Medical Services .....	31
	Technical Rescue.....	31
	Hazardous Materials .....	32
	Wildland Fire Services .....	32
	Community Safety and Remediation Programs.....	32
D.	Current Deployment and Coverage Areas .....	33
	Points of Service Delivery .....	33
	Minimum Deployment Resources.....	33
	Response Areas .....	33
E.	Summary of Community Response History .....	34
F.	Community Priorities, Expectations, and Performance Goals.....	35
	Mission Statement.....	35
	Community Service Priorities.....	35
	Community Service Expectations.....	36
	Historical Performance Goals .....	37
G.	Community Risk Assessment and Risk Levels .....	38
	Risk Assessment Methodology .....	38
	Geographical Planning Areas/Zones.....	39
	Risk Scoring.....	40
	Risk Classification and Categorization .....	53
H.	Historical Perspective and Summary of System Performance .....	56
	Distribution Factors .....	56
	Concentration Factors .....	56

Reliability Factors.....	57
Dataset Qualification.....	58
Baseline Performance Tables .....	59
I. Evaluation of Service Delivery.....	62
Performance Objectives – Benchmarks.....	62
Performance Objectives – Baselines.....	65
Performance Gaps – Baseline to Benchmark Time Gap.....	67
Community Areas for Program Delivery and Coverage Improvement.....	68
Recommendations for Improved Effectiveness in Deployment and Coverage .....	68
J. Performance Maintenance and Improvement Plans.....	68
Compliance Team / Responsibility.....	68
Performance Evaluation and Compliance Strategy .....	68
Compliance Verification Reporting.....	69
Continuous Improvement Strategy .....	70

## TABLES

Table 1: Ponce Inlet Property Value (2024) .....	6
Table 2: Employment Occupations.....	24
Table 3: Community Service Priorities.....	35
Table 4: Risk Scoring Threshold .....	38
Table 5: Fire Suppression Risk Categories .....	40
Table 6: Fire Suppression Critical Tasking .....	43
Table 7: EMS Risk Categories.....	44
Table 8: EMS Critical Tasking .....	47
Table 9: Technical Rescue Risk Categories .....	47
Table 10: Technical Rescue Critical Tasking.....	49
Table 11: Hazardous Materials Risk Categories .....	50
Table 12: Hazardous Materials Critical Tasking .....	52
Table 13: Square Miles and Road Miles by Planning Area .....	56
Table 14: Reliability.....	57

## MAPS

Map 1 Ponce Inlet Boundaries.....	8
Map 2 Ponce Inlet Waterways .....	8
Map 3 Ponce Inlet inside Volusia County .....	8
Map 4 Public Beach Access Markers.....	8
Map 5: Lighthouse Overlay District.....	12
Map 6: Riverfront Overlay District .....	13
Map 7: Airport Zoning Overlay District .....	14
Map 8: VOTRAN Routes serving Ponce Inlet.....	15
Map 9: Ponce Inlet Topography.....	18
Map 10: Ponce Inlet in Volusia County .....	19
Map 11: Station 78 Response Area .....	26
Map 12: Community Planning Zones .....	39

## FIGURES

Figure 1: Final Tax Roll (2022) .....	6
Figure 2: Ponce Inlet Revenue Percentages .....	7
Figure 3: Ponce Inlet Expenditures by Function .....	7
Figure 4: Commuter Transportation .....	15
Figure 5: Car Ownership .....	15
Figure 6: Climate.....	20
Figure 7: Temperatures.....	20
Figure 8: Cloud Coverage.....	21
Figure 9: Precipitation .....	21
Figure 10: Rainfall.....	22
Figure 11: Humidity.....	22
Figure 12: Water Temperature .....	23
Figure 13: Military Service Population.....	24
Figure 14: Organizational Chart.....	27
Figure 15: Five-Year Call Summary (2020-2024) .....	34

## A. Description of Community Served



### Introduction

The Town of Ponce Inlet has embarked upon the accreditation process with the primary goals of assessing community risks, ensuring the services provided through Ponce Inlet Fire Rescue (PIFR) meet the challenges of identified risks, and providing the community with the methodology associated with the risk assessment and mitigation process.

This Community Risk Assessment/Standards of Cover (CRA/SOC) document provides community stakeholders and the public at large a comprehensive look at all programs and services provided by the fire department, the community make-up, and all identified risks within the community. The CRA/SOC provides direction for future fire department program development, and the focus of the department's efforts is on the risks identified. This assures the investment made by the community is being utilized to the fullest and that the community's fire service is as effective as possible. A clear understanding of fire department programs and community risks and the methodology used helps maintain consistent community resource allocation to the fire department.

### Community and Department Legal Basis

The Town of Ponce Inlet is an incorporated municipal government formed by charter in 1963. The geographical area that comprises the community of Ponce Inlet has been inhabited for thousands of years, with the first formal recognition of the area occurring in 1817. Ponce Inlet's charter was created with the assistance of Rollins College professor Paul Douglas and ratified in 1963 by a vote of 90 registered voters, formally establishing the Town of Ponce Inlet as an incorporated municipality.

The Charter states that the town council shall consist of five members, including the mayor. The council has all the legislative powers of the town, including the



appointment of the town attorney, the town manager, a consulting engineer, and such other consultants as may be required. The Town Charter identifies the process for the establishment of all town departments stating, “the Town Manager shall propose, and the Town Council may amend and shall adopt by a vote of a majority of the full Council, an administrative code which shall set forth the departmental organization for the Town government.”

The town council is composed of five members elected at large by the qualified electors of the Town of Ponce Inlet. Four council members are elected to staggered terms of two years; the mayor is elected to a term of two years. Each council member runs for a numbered seat. The council members are elected for seats two and four in even-numbered years and for seats three and five in odd-numbered years. Seat one is the mayor runs in odd-numbered years.

The mayor presides at council meetings and is recognized as the head of the town government for all ceremonial purposes. At the first regular meeting following the town election, the town council of five residents chooses one of its members to serve as the vice mayor.



Ponce Inlet is one of the most desirable vacation destinations in Florida. With some of the most pristine beaches on the Atlantic Ocean and an old Florida feeling, Ponce Inlet's population can more than double during special events such as speed week, bike week, and spring break. Nestled at the south end of town are the iconic Ponce Inlet lighthouse and historical grounds. Rising 176 feet, the Ponce Inlet lighthouse is the tallest in Florida, the third tallest in the United States, and one of the few lighthouses that still allow visitors to climb to the top. This attraction alone draws over 150,000 visitors to Ponce Inlet.

## History of the Community

### Town History

- **1803:** Antonio Pons (Ponz or Ponce), a New Smyrna Minorcan, was granted 175 acres north of the inlet, which he had been farming for 20 years on the point where the Ponce de Leon Inlet Lighthouse now stands.
- **1806:** Antonio Pons driven off by the Indians and moves to St. Augustine.
- **1812:** Antonio Pons killed while serving the King of Spain during the Patriots War, started by American settlers.
- **1820:** Pons' widow received an additional grant of 230 acres in return for her husband's service to Spain.
- **1842:** Bartola Pacetti, descendant of an Italian settler at New Smyrna, built a house of driftwood on fifty acres on the north side of the inlet.
- **1860:** Mercedes Pacetti purchased the Pons Grant.
- **1870:** Congress appropriated \$60,000 to secure a site and build a lighthouse at the inlet.

- **1883:** Bartola Pacetti paid \$400 for ten acres on the north side of the inlet for the lighthouse reservation site.
- **1884:** Brigadier General Orville Babcock, appointed engineer for building the lighthouse and named the community Ponce (Pons) Park, drowned in the inlet.
- **Mid-1880s:** Ponce Park became the name of the community located on the north side of the Mosquito Inlet.
- **1887:** The Lighthouse went into service on November 1<sup>st</sup>.
- **1890:** Nathaniel Hasty recorded the Ponce Park subdivision plat.
- **1928:** Mosquito Inlet renamed Ponce de Leon Inlet.
- **1939:** Coast Guard took over the U.S. Lighthouse Service and the lighthouse at Ponce de Leon Inlet.
- **1946:** Electric power run to Inlet.
- **1963:** Town of Ponce Inlet incorporated August 20th. First town council sworn-in at the lighthouse office.
- **1964:** Town leased the lighthouse reservation property from the U.S. government for \$1 per year to use as Town Hall.
- **1969:** Water service brought to Ponce Inlet.
- **1971:** First Ponce Inlet police car rolled into service.
- **1972:** U.S. Interior Department deeded the lighthouse reservation to the Town of Ponce Inlet.
- **1975:** Lighthouse opened daily to the public by the Preservation Society.
- **1980:** Ponce Inlet government moved into a new Town Hall at 4680 S Peninsula Drive.
- **1982:** Light was returned to the Lighthouse tower and a new balcony at the top opened to the public.
- **2003:** The new Public Works facility at 4875 S Peninsula dedicated November 21, 2003.



**Brigadier General Orville Babcock**



**Public Works**

## PONCE INLET FIRE RESCUE

- **2006:** New Town Hall and Council Chambers built at 4300 S Atlantic Avenue.



**Town Hall**

- **2006:** Old Town Hall/Police/Fire Station renovated for specific fire station use.



**Fire Department**

- **2006:** New Ponce Inlet Police Station built at 4301 S Peninsula Drive.



**Police Department**

- **2007:** Ponce Preserve Boardwalk over the marshland completed at 4401 S Peninsula Drive.



**Ponce Preserve**

- **2007:** North and South Turns of the Historic Beach Road/Beach course added to the Ponce Inlet Register of Historic Places.

- **2010:** Ponce Inlet Historical Museum opened to visitors in the newly restored Meyer-Davis House and Hasty Cottage at 143 Beach Street.



**Historical Museum**



**Hasty Cottage**

- **2012:** Ponce Inlet Fire Rescue began providing Emergency Medical Transport service.

**First Ambulance**

- **2020:** Timothy Pollard Memorial park reopens and features restrooms, playgrounds, basketball, racquetball, and pickleball courts.

**Timothy Pollard Park Playground**

- **2020:** Kay & Ayres Davies Lighthouse Park reopens, featuring a playground shaped like a pirate ship, new swings, sidewalks, and lighting.

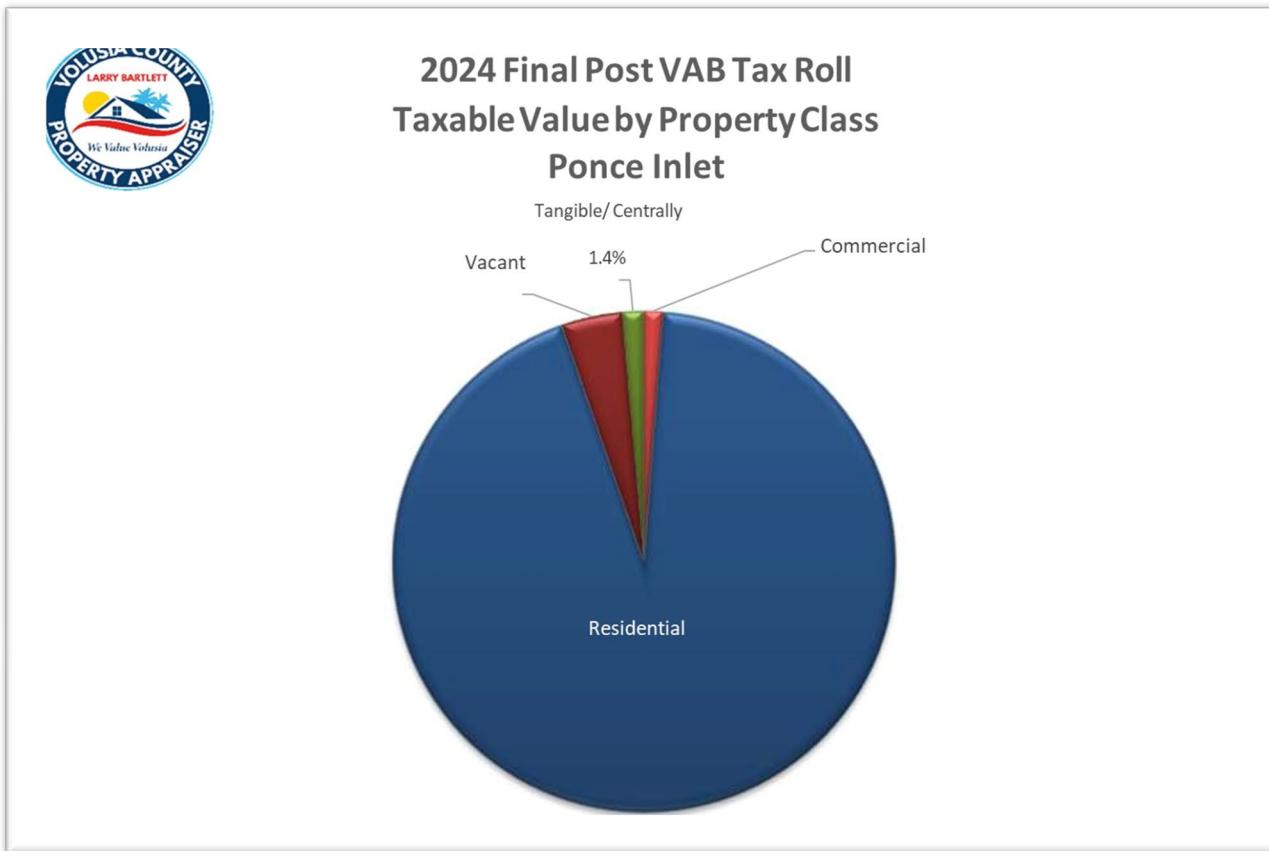
**Davies Park Pirate Ship Playground**

- **2025:** Delivery of Ponce Inlet's first areal apparatus, a 75' quint.

**Quint 78**

## Community Financial Basis

The funding source for Ponce Inlet governmental operations is derived primarily from an assessed millage rate on real and commercial property. As of 2024, 93.5% of all property in Ponce Inlet is considered residential, with only 40% of all parcels in Ponce Inlet qualifying for any type of homestead exemption. This means that most of the property tax revenue is derived from property owners of businesses or light commercial property, or do not reside full-time in Ponce Inlet. The taxable value of all property in Ponce Inlet exceeds 1 billion dollars as of 2024.



**Figure 1: Final Tax Roll (2024)**

**Table 1: Ponce Inlet Property Value (2024)**

Grouped Classification	Parcels	Homesteads	Just Value	Assessed Value	Exempt Value	Taxable Value
Agricultural	0	0	0	0	0	0
Commercial	21	1	18,320,285	17,364,423	1,287,260	16,077,163
Governmental	120	0	34,216,590	31,814,712	31,814,712	0
Industrial	0	0	0	0	0	0
Institutional	3	0	1,785,251	1,785,251	1,785,251	0
Miscellaneous	77	0	172,562	150,781	0	150,781
Residential	3,199	1,501	1,817,358,681	1,344,836,712	98,579,424	1,246,257,288
Vacant	178	0	67,386,020	54,522,609	2,380,807	52,141,802
Real Property	3,598	1,502	1,939,239,389	1,450,474,488	135,847,454	1,314,627,034
Tangible/ Centrally Assessed	403	0	19,498,815	19,498,815	958,135	18,540,680
<b>Grand Totals &gt;</b>	<b>4,001</b>	<b>1,502</b>	<b>1,958,738,204</b>	<b>1,469,973,303</b>	<b>136,805,589</b>	<b>1,333,167,714</b>

## Town Revenue

Funding for the Town of Ponce Inlet operations consists of various sources. Typical source percentages are presented below.

Property Ad Valorem – 77%

Charges for Services – 2%

Sales and Use Taxes – 5%

Transfers in and Reserve – 4%

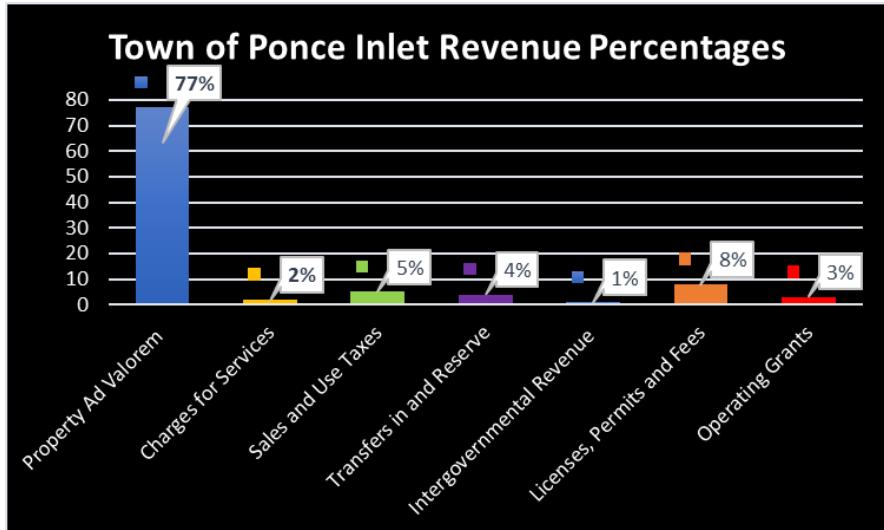
Intergovernmental Revenue – 1%

Licenses, Permits, and Fees – 8 %

Operating Grants – 3%

The fire department is funded primarily through Ad Valorem revenue, with approximately 5% of the operating budget derived from EMS transport fees for service. The

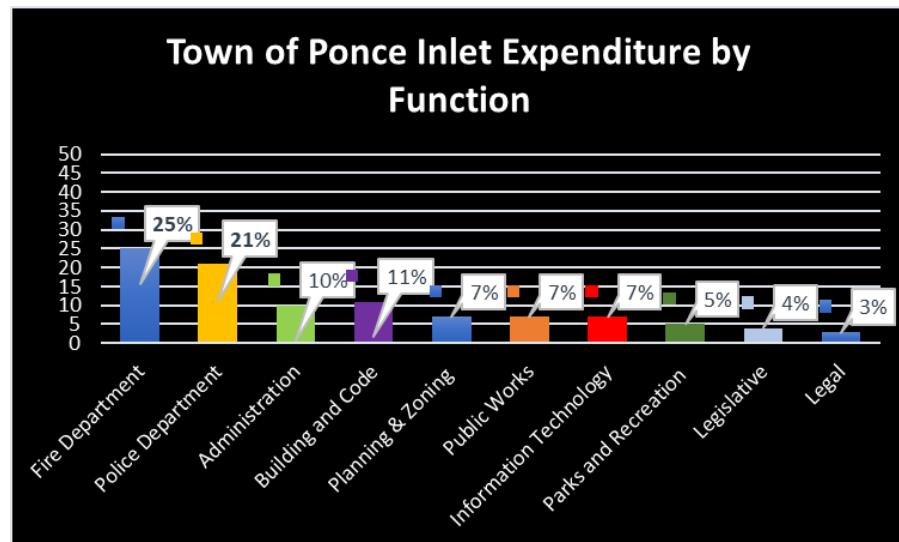
department applies for state and federal grants whenever possible, but funding from these sources is inconsistent and, therefore, not included in the typical percentages of expenditures.



**Figure 2: Ponce Inlet Revenue Percentages**

## Town Expenditure

Expenditure percentages for town services are presented below. The percentages are typical representations.



Fire Department – 25%  
 Police Department – 21%  
 Administration – 10%  
 Building and Code – 11%  
 Planning & Zoning – 7%  
 Public Works – 7%  
 Information Technology – 7%  
 Parks and Recreation – 5%  
 Legislative – 4%  
 Legal – 3%

**Figure 3: Ponce Inlet Expenditures by Function**

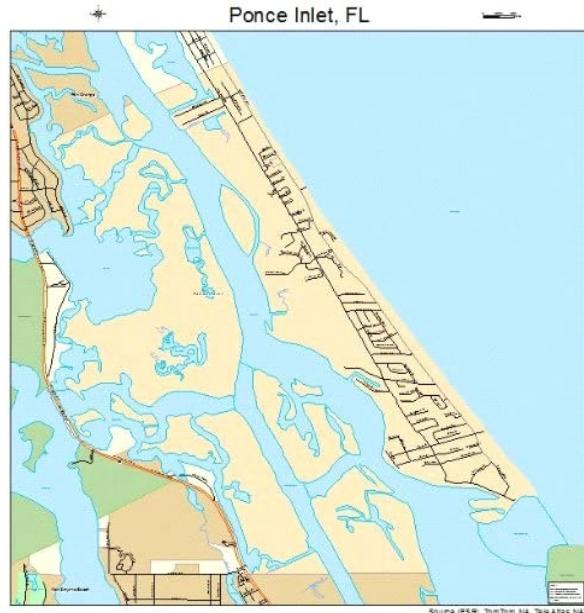
## Community Boundaries

The Town of Ponce Inlet lies at the southernmost point of a barrier island on the east coast of Florida in Volusia County. It is six miles south of Daytona Beach and 60 miles northeast of Orlando. Water surrounds the community on three sides, isolating it from neighboring communities. The northern border is with unincorporated Volusia County, with the westerly border running as far as US 1 with the City of Port Orange. The total area with the municipal boundaries is 14.8 square miles, with 4.51 square miles consisting of land and 10.28 square miles being water. There are 3.6 miles of beachfront with public access within Ponce Inlet. The beach is under the jurisdiction of Volusia County.

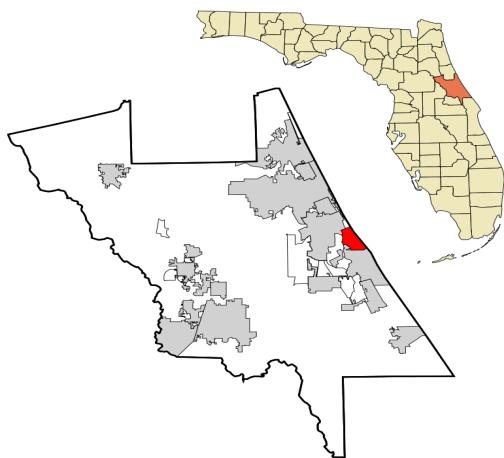
**Map 1 Ponce Inlet Boundaries**



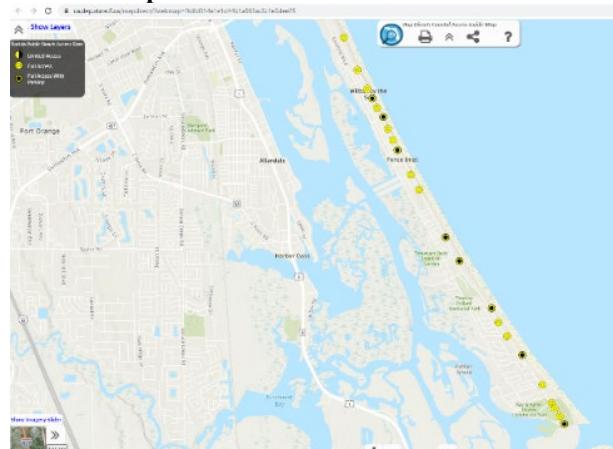
**Map 2 Ponce Inlet Waterways**



**Map 3 Ponce Inlet inside Volusia County**



**Map 4 Public Beach Access Markers**



**Community Planning Areas update with building type numbers**

The Town of Ponce Inlet has the following descript areas:

- Low Density Single-Family Residential
- Low-Medium Density Single-Family Residential
- Medium Density Single-Family Residential
- Medium-High Density Multi-Family Residential
- High Density Multi-Family Residential

**Single Family Residential****Large Single Family Residential****Three-story Homes on Atlantic Avenue****Townhome on Atlantic Avenue**

## PONCE INLET FIRE RESCUE

These five classes of residential occupancies range in the number of units (place of abode) per acre from 3.3 for low density single family (single-family dwelling neighborhoods with a typical yard and driveway) up to and including 40 units per acre multi-family condominiums that are up to seven stories in height. Ponce Inlet does not contain any “zero lot line” neighborhoods.



There are 3,199 total housing units (condo, single-family dwelling, duplex, or triplex) in Ponce Inlet.

105 buildings in town are 2.5 stories or greater, with a total of 1810 properties considered townhomes or “hi-rise”.

There are at least 12 individual limited-access single-family dwellings. These homes are located more than 50 feet off South Peninsula Drive on the riverside and have a residential driveway.

### General Retail Commercial



Jerry's Italian Restaurant



Waverly Tower Commercial



Racing's North Turn Restaurant



Lighthouse Ice Cream



Hidden Treasures Restaurant



Ice Cream Shop and Realty Company



Parasailing



7-Eleven Convenience Store

This classification includes convenience stores, restaurants, and gift shops that are located on the riverside of the town and the inlet itself.

### Riverfront Commercial

This classification includes marinas, boat rental, boat storage, commercial fuel stations, and tour offices.

**Public/Institutional**

Ponce Inlet Police Department, Ponce Inlet Fire Rescue, Marine Science Center, and the town's most visible landmark and tourist attraction, the Ponce Inlet Lighthouse, the tallest lighthouse in the State of Florida and second tallest in the nation.

- **Planned Unit Development**

The Town of Ponce Inlet has one planned unit development, Harbor Village Condominiums. Collectively, there are 671 single-family units in a multi-family building. These buildings are four to seven stories, but none are more than 72 feet above grade for fire department access.



- **Planned Waterfront Development**

This classification includes boat ramps, restaurants, and commercial boat slips, including fuel stations on the riverside and the inlet itself.

**Boat Ramp****Commercial Fishing****Top of Lighthouse at Low Tide**

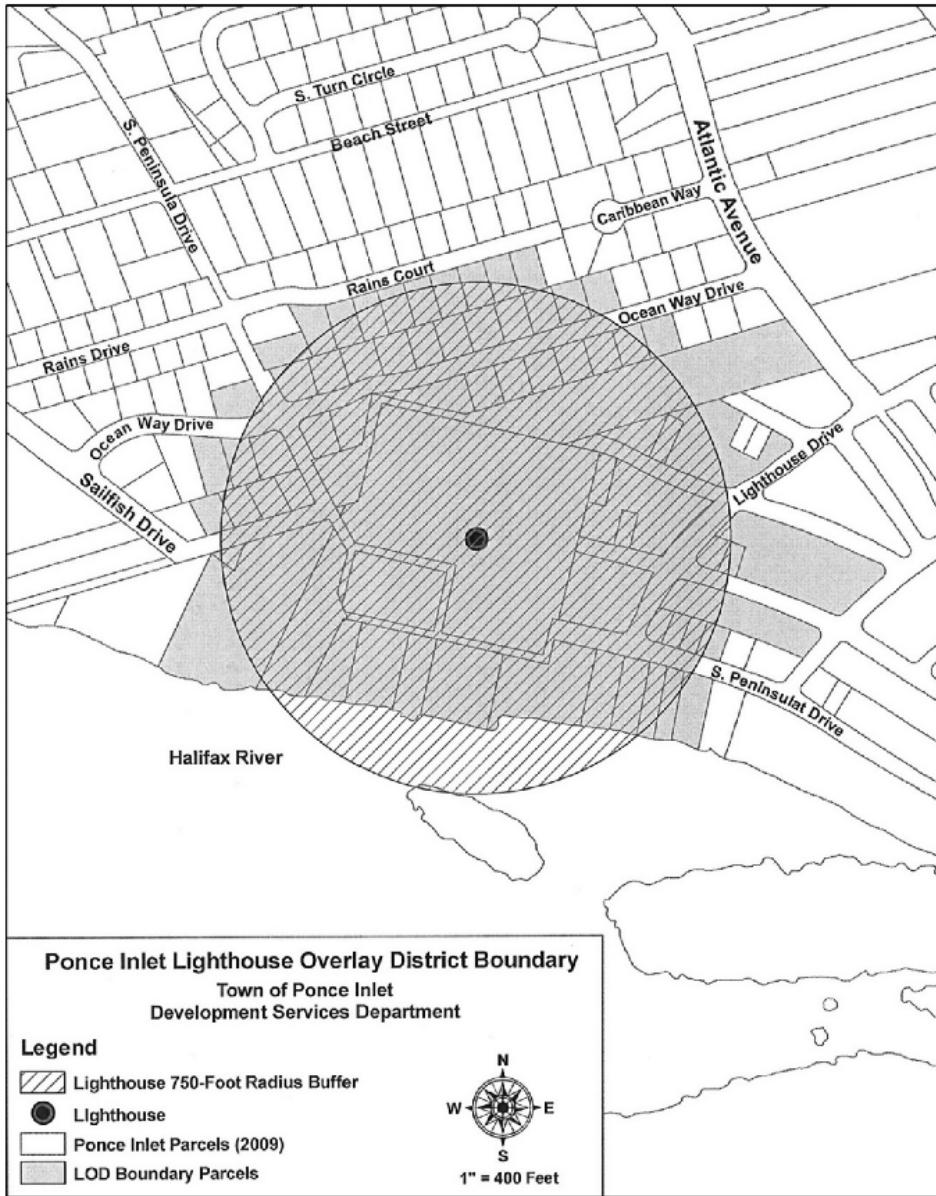
## PONCE INLET FIRE RESCUE

There are also three “overlay” districts within the town:

### Lighthouse Overlay District

This district is designed to maintain and preserve the appearance and attributes of the era when the lighthouse and supporting buildings were erected. Congress allocated \$60,000.00 in 1870, and the Ponce Inlet Lighthouse officially opened and began service on November 1, 1887.

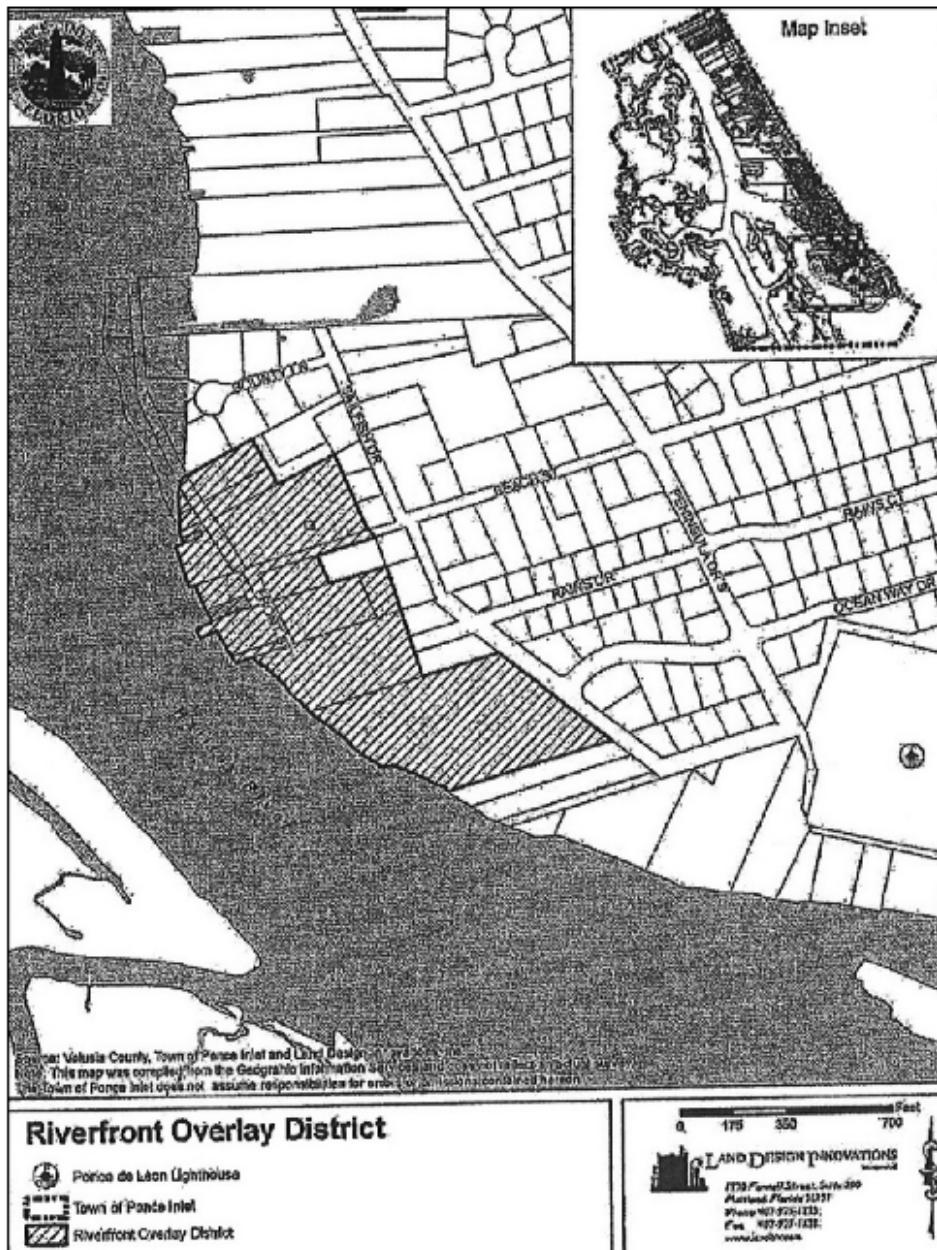
**Map 5: Lighthouse Overlay District**



### Riverfront Overlay District

This district establishes public spaces and walkways, nature trails, and boardwalks that are maintained to observe nature in its most realistic setting. A short walk on nearly any section of the walkway will put one on course to see birds, sea life, and shore creatures of fresh water and ocean side alike. There are also floating docks where a kayak or canoe can be set afloat for a relaxing drift with the current flow or a great cardio workout upstream.

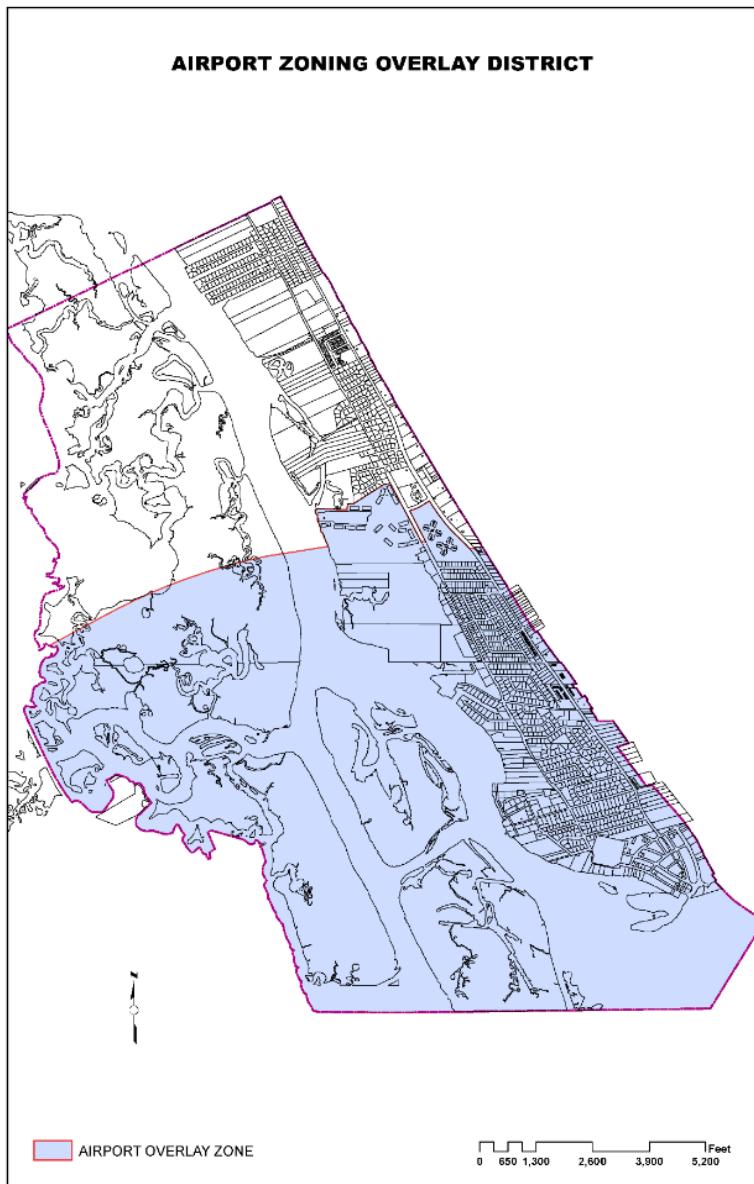
**Map 6: Riverfront Overlay District**



### Airport Zoning Overlay District

This district establishes a large marshland conservation area that is only accessible by boat. There are no plans to develop or disturb this important nature conservation area.

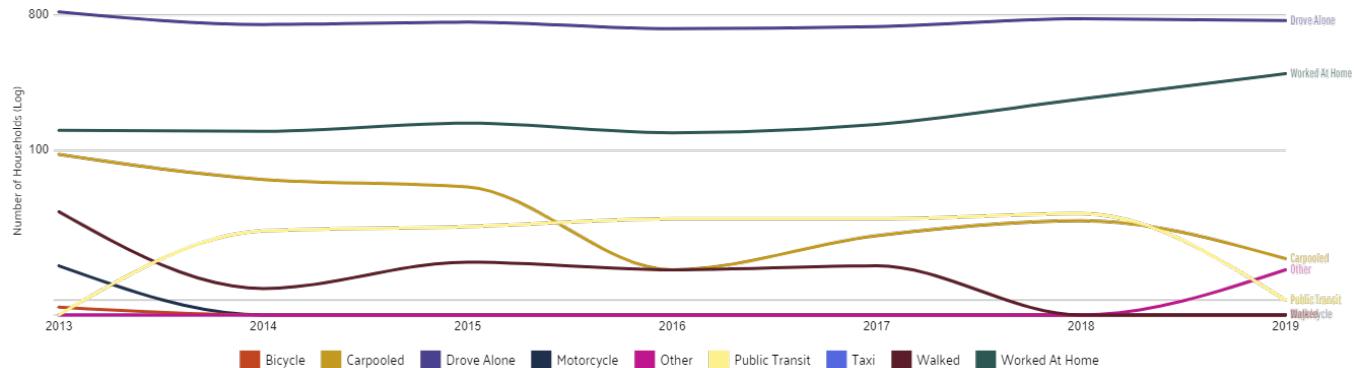
Map 7: Airport Zoning Overlay District



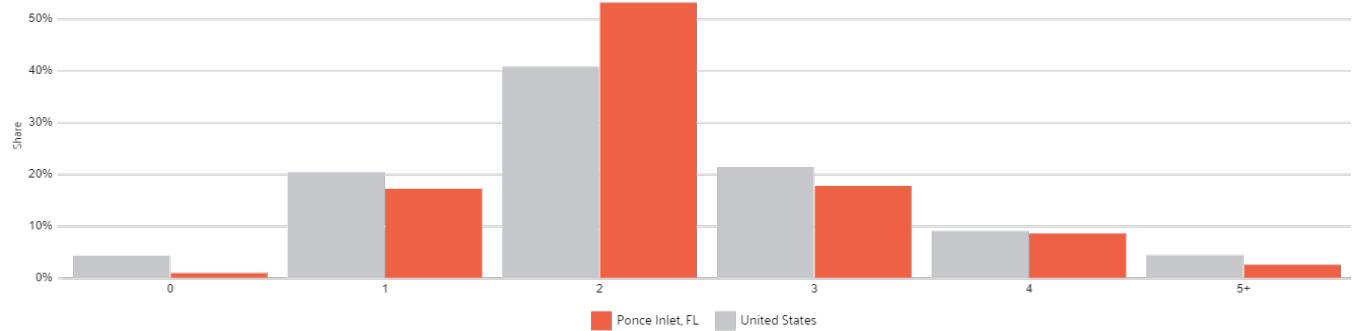
Ponce Inlet does not have a specific “downtown corridor” as many cities do. The town is over 95% residential and single-family dwellings located on the many “ladder” streets connecting the South Atlantic and South Peninsula, the two main thoroughfares that traverse the town from north to south. There are very few open lots that do not already contain a single-family home. On the east side of town is the Atlantic Ocean. Several multi-family condominium buildings dot the coastline from the town’s northern border at Major Street to the inlet that separates Ponce Inlet from New Smyrna Beach collectively.

## Community Transportation Systems

Ponce Inlet is primarily a residential community, with the primary mode of transportation being passenger vehicles. There is no rail system, highway, or dedicated cab service in the town.



**Figure 4: Commuter Transportation**



**Figure 5: Car Ownership**

The main form of mass transit for Ponce Inlet residents and visitors is bus service provided through a public/private entity known as VOTRAN. VOTRAN is managed by a private company through a contract with Volusia County.



**Map 8: VOTRAN Routes serving Ponce Inlet**



The Volusia County Council created VOTRAN in 1975 as a service of the Volusia County government. Over the years, VOTRAN has reached some major milestones for a transit agency. Service runs to Ponce Inlet beginning at 6:40 am and stops hourly at the Marine Science Center until 6:30 pm daily. The route begins at point "3" of the map and extends south, looping at the southern end of Ponce Inlet and returning north to Daytona Beach Shores.

## Community Critical Infrastructure

### Water supply

The Town of Ponce Inlet purchases water from the City of Port Orange. Water mains extend across the Halifax River to a pumping station at Major Street, and two water mains extend down South Atlantic Avenue. A 12" main and a 10" main run south down South Peninsula. There are 154 public fire hydrants maintained by the town. The town owns and maintains all water service lines in the Town of Ponce Inlet up to the individual meter servicing each property.

Florida Power & Light (FPL) is the primary power supplier for the Town of Ponce Inlet. All electrical service comes into the community from a combination of directions, with a major service line running under the intercostal waterway termination into a substation in Daytona Beach Shores. Most of the service lines in Ponce Inlet are above ground, with a few of the newer subdivisions, such as Las Olas, burying the electrical connections. FPL has made a concerted effort over the past decade to keep vegetation and obstructions away from strung electrical lines and replace old wooden poles with newer, more robust poles. There are no major electrical substations or distribution points in Ponce Inlet.

Sewer infrastructure is owned and managed by the city of Port Orange. Approximately 75% of all homes in Ponce Inlet are on sanitary sewer lines, with the remaining on septic systems. Most homes on septic systems are located on the southern side of Ponce Inlet. All maintenance, improvements, and monitoring of sanitary sewer are managed by the City of Port Orange. There are five lift stations in Ponce Inlet maintained by Port Orange, with one private lift station owned by a business. All lift stations communicate via radio link to Port Orange in the event of failure. All lift stations are prewired to accommodate portable generator power if needed.

The town's stormwater system is maintained by the Town of Ponce Inlet and consists of approximately 10,000 feet of pipe. Starting as far back as the 1980s, the town has made stormwater system improvement a priority. Approximately 70% of all stormwater is pre-treated, with the remaining 30% being runoff. All stormwater is discharged to the Halifax River. There are numerous stormwater retention areas located around the community to pre-treat runoff and help regulate the discharge of water into the river. The Town utilizes a portable vac-truck to routinely clean catch basins of debris that accumulates.



Typical Sewer Lift Station



Public Works Vac Trailer



**Jennifer Circle Stormwater Retention Pond**



**Inlet Point Stormwater Retention Pond**



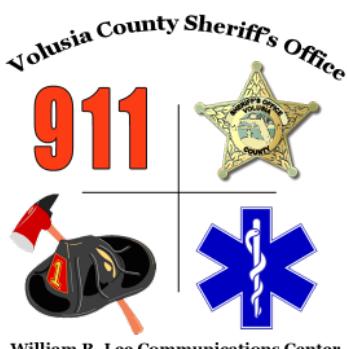
**Beach Street Stormwater Retention Pond**



**Pump Station**

Communication services are provided by various private providers to the Town of Ponce Inlet. AT&T and Spectrum are the predominant providers of data and voice services in town. There are no large distribution facilities located in town - all services are fed from larger distribution points in Daytona Beach Shores and Port Orange. A combination of strung copper and fiber optic cabling provides most of the connectivity for the town. A significant cell tower located next to the fire station hosts all the major cell service providers and other communication providers. All facilities in the cell tower enclosure are backed-up with a generator and hardened.

**Spectrum**



William R. Lee Communications Center

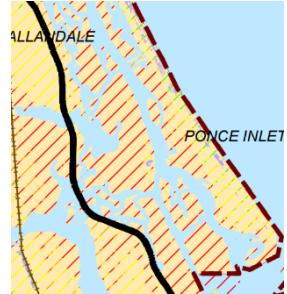
Public safety communication occurs via the Volusia County-owned and maintained 800 MHz radio system. Ponce Inlet does not provide dispatch or Public Safety Answering Point 911 call service. All 911 and non-emergency call handling is done through the Volusia County Sheriff's Office dispatch center. Radio equipment used by the police and fire departments is purchased and maintained by the town. All portable, mobile, and base radios are P-25 compliant.



## Community Topography

Ponce Inlet is located on a barrier island, with the southern end of the community forming a peninsula. The south of Ponce Inlet forms the northern border of the “inlet” from the intercoastal waterway to the Atlantic Ocean. The town’s elevation starts at sea level and continues to rise to 30 feet above sea level at the Green Mound of Ponce Inlet, one of the largest shell mounds or “Middens” in the United States. Except for a few slopes between the river and the coast, Ponce Inlet is relatively flat. Wetlands and the intercoastal waterway border the west side of Ponce Inlet, with most of the higher elevation of the town located in the center. To the east is the beach and the Atlantic Ocean.

The topography within two miles of Ponce Inlet is essentially flat, with a maximum elevation change of 16 feet and an average above sea level of two feet. Within 10 miles is also essentially flat (62 feet), and within 50 miles is essentially flat (184 feet). The area within two miles of Ponce Inlet is covered by water (60%), herbaceous vegetation (15%), mangroves (12%), and artificial surfaces (11%), within 10 miles by water (52%) and artificial surfaces (23%), and within 50 miles by water (53%) and herbaceous vegetation (21%).

**Map Legend**

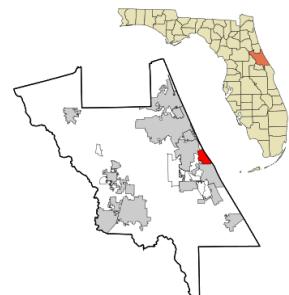
- Category 1 Storm Surge
- Category 2 Storm Surge
- Category 3 Storm Surge
- Category 4 Storm Surge
- Category 5 Storm Surge
- Water

**Map 9: Ponce Inlet Topography**

## Community Geology

Ponce Inlet is a town in the county of Volusia in the U.S. state of Florida, 29°5'47"N 80°56'13" W (29.0963700, -80.9370000).

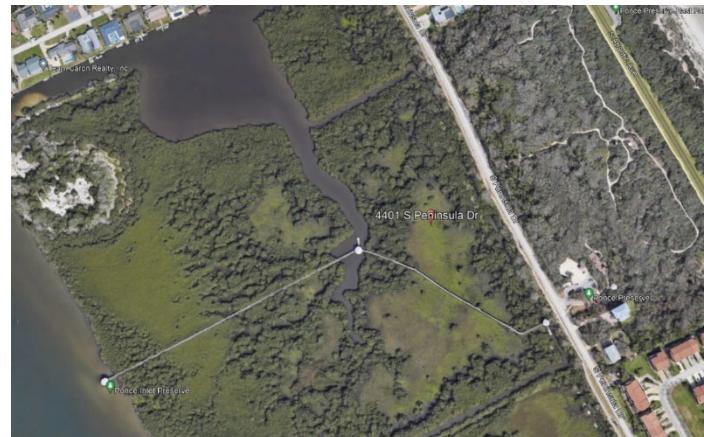
**Map 10: Ponce Inlet in Volusia County**



## Community Physiography

Ponce Inlet is almost entirely built out, with few wildland-urban interface locations. There is an extensive amount of live oak tree canopy that does cover and abut residential structures. The most significant amount of wildland is located in Ponce Preserve at the northern end of Ponce Inlet. Ponce Preserve is the town's largest park, with approximately 41 acres of varied tree canopy and undergrowth stretching from the Atlantic Ocean to the Halifax River. Sitting at the heart of this park is the Green Mound State Archaeological Site, an ancient Indian midden. At the base of the Green Mound is a live oak estimated to be more than 350 years old. The Preserve has been added to the east section of the Great Florida Birding Trail and is an excellent bird-watching site.

The terrain located in Ponce Preserve is indicative of the natural vegetation remaining in Ponce Inlet. It is varied, from the ocean dunes, through terraced palmetto patches and maritime hammocks to the wetlands adjacent to the Halifax River. Many native plants are in the Ponce Inlet, including Florida lantana, southern red cedar, cabbage palms, Simpson's stoppers, and oak trees.



**Ponce Preserve**



**Entrance**



**350-Year-Old Live Oak**



**Observation Tower**

## Community Climate

In Ponce Inlet, the summers are long, hot, oppressive, and mostly cloudy; the winters are short, cool, windy, and partly cloudy; and it is wet year round. Over the year, the temperature typically varies from 53°F to 88°F and is rarely below 41°F or above 91°F.

The hot season lasts 4.1 months, from May 26 to September 29, with an average daily high temperature above 84°F. The hottest month of the year in Ponce Inlet is July, with an average high of 87°F and a low of 76°F. The cool season lasts 3.0 months, from December 6 to March 6, with an average daily high temperature below 72°F. The coldest month in Ponce Inlet is January, with an average low of 53°F and a high of 68°F.

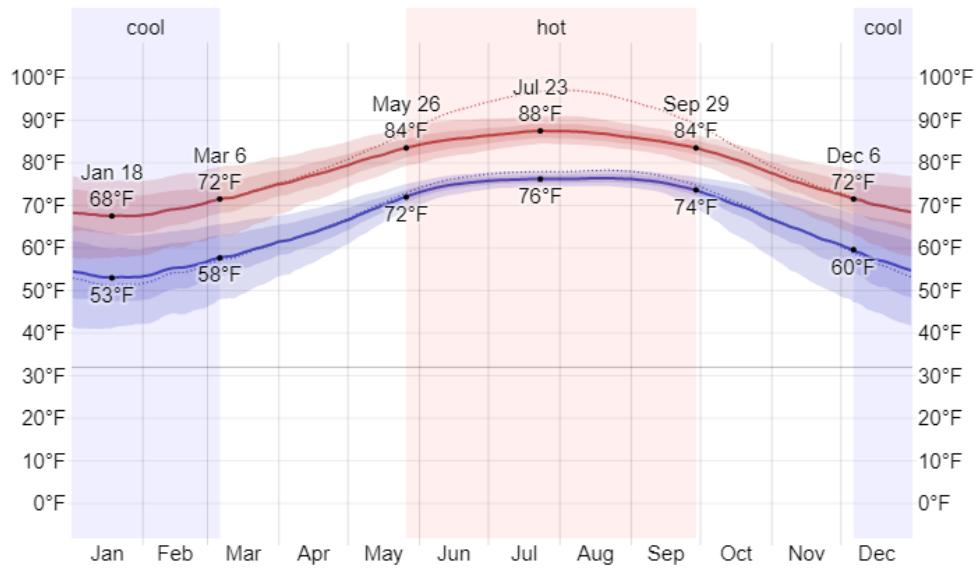


Figure 6: Climate

## Average Temperatures

The following figure shows a compact characterization of the hourly average summer temperatures. The horizontal axis is the day, the vertical axis is the hour of the day, and the color is the average temperature for that hour and day.

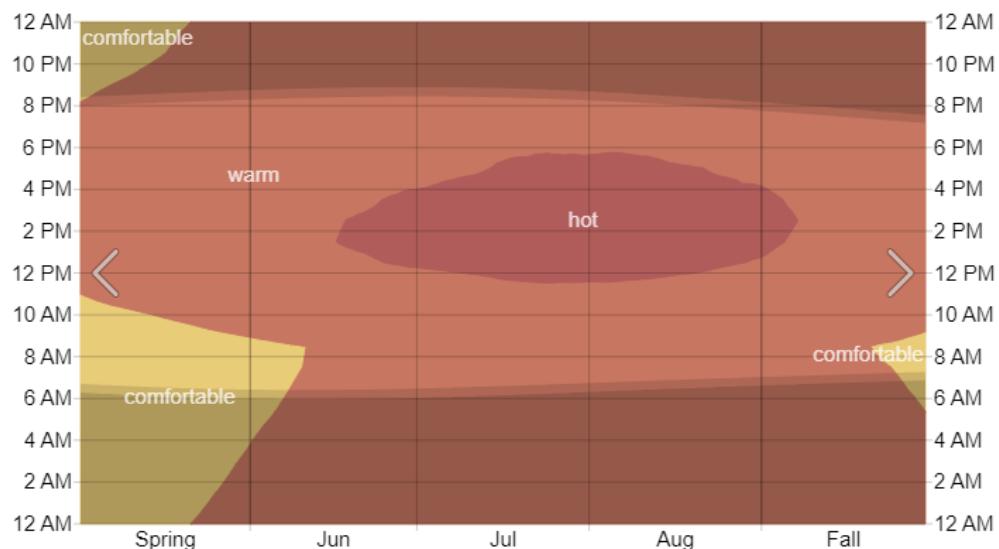
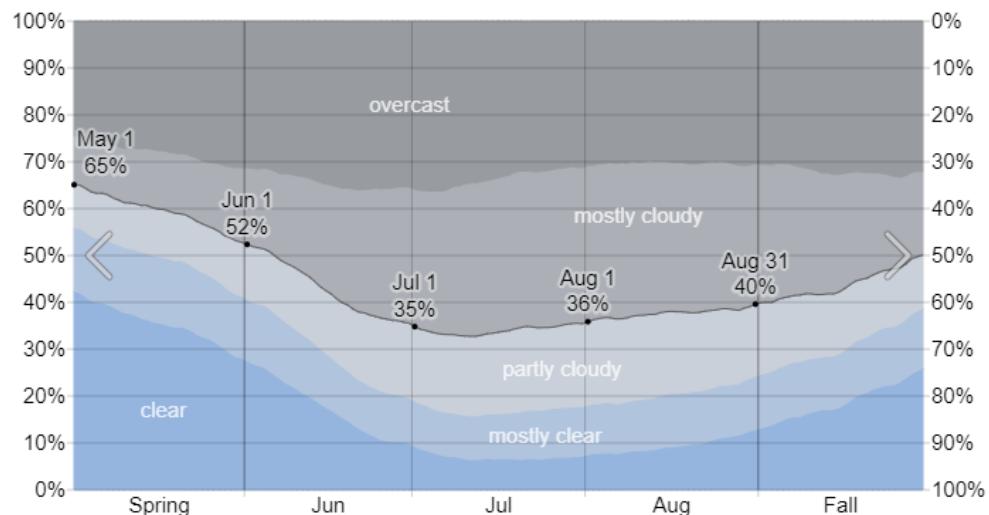


Figure 7: Temperatures

## Clouds

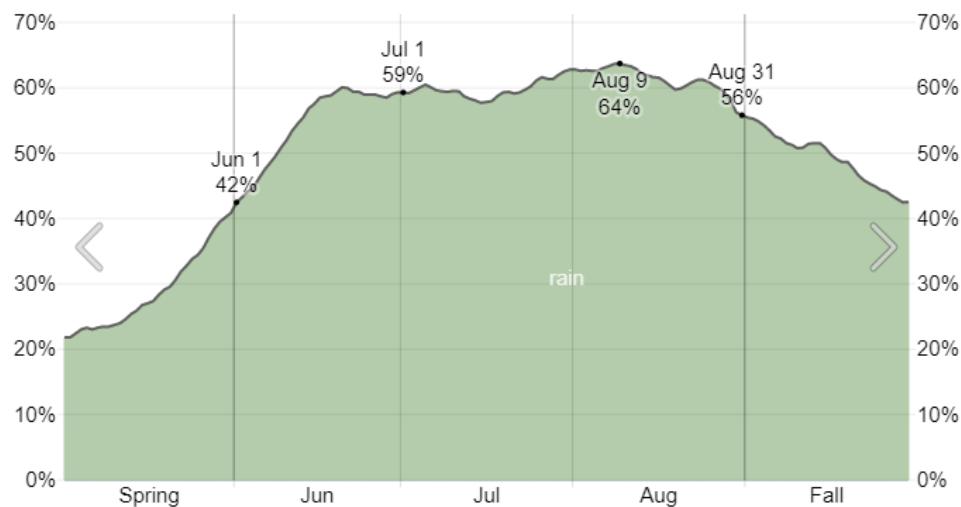
In Ponce Inlet, the average percentage of the sky covered by clouds experiences significant seasonal variation over the year. The clearer part of the year in Ponce Inlet begins around September 28 and lasts for 8.3 months, ending around June 7. The clearest month of the year in Ponce Inlet is April, during which, on average, the sky is clear, mostly clear, or partly cloudy 64% of the time. The cloudier part of the year begins around June 7 and lasts for 3.7 months, ending around September 28. The cloudiest month of the year in Ponce Inlet is July, during which, on average, the sky is overcast or mostly cloudy 66% of the time.



**Figure 8: Cloud Coverage**

## Precipitation

A wet day is one with at least 0.04 inches of liquid or liquid-equivalent precipitation. In Ponce Inlet, the chance of a wet day over the summer rapidly increases, starting the season at 42% and ending at 56%. For reference, the year's highest daily chance of a wet day is 64% on August 9, and its lowest is 17% on December 17.



**Figure 9: Precipitation**

## Rainfall

To share variation within the season and not just the monthly totals, shown is the rainfall accumulation over a sliding 31-day period centered around each day. The average sliding 31-day rainfall during the summer in Ponce Inlet is rapidly increasing, starting the season at 4.3 inches, when it rarely exceeds 7.5 inches or falls below 1.6 inches, and ending the season at 5.6 inches, when it rarely exceeds 8.6 inches or falls below 2.9 inches. The highest average 31-day accumulation is 5.6 inches on August 23.

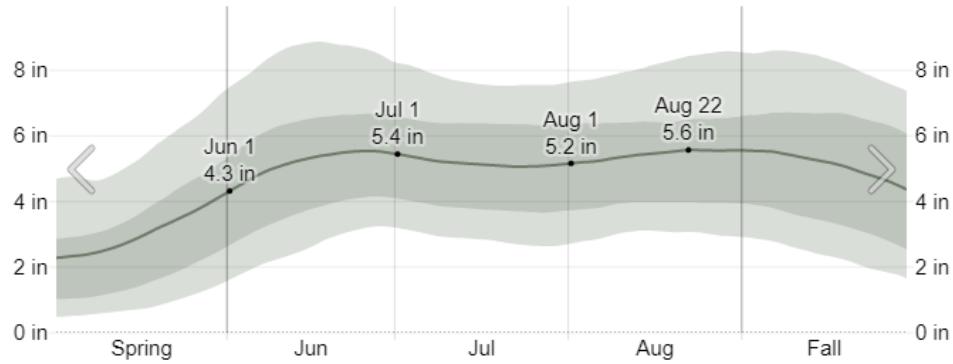


Figure 10: Rainfall

## Humidity

We base the humidity comfort level on the dew point, as it determines whether perspiration will evaporate from the skin, thereby cooling the body. Lower dew points feel drier, and higher dew points feel more humid. Unlike temperature, which typically varies significantly between night and day, dew point tends to change more slowly. While the temperature may drop at night, a muggy day is typically followed by a muggy night.

The chance that a given day will be muggy in Ponce Inlet rapidly increases during the summer, rising from 85% to 100% over the season. The highest chance of a muggy day during the summer is 100% on July 31. For reference, on July 18, the muggiest day of the year, there are muggy conditions 100% of the time, while on January 30, the least muggy day of the year, there are muggy conditions 6% of the time.



Figure 11: Humidity

### Water Temperature

Ponce Inlet is located near the Atlantic Ocean. This section reports on the wide-area average surface temperature of that water. The average surface water temperature in Ponce Inlet is increasing during the summer, rising by 4°F, from 78°F to 83°F, over the season.

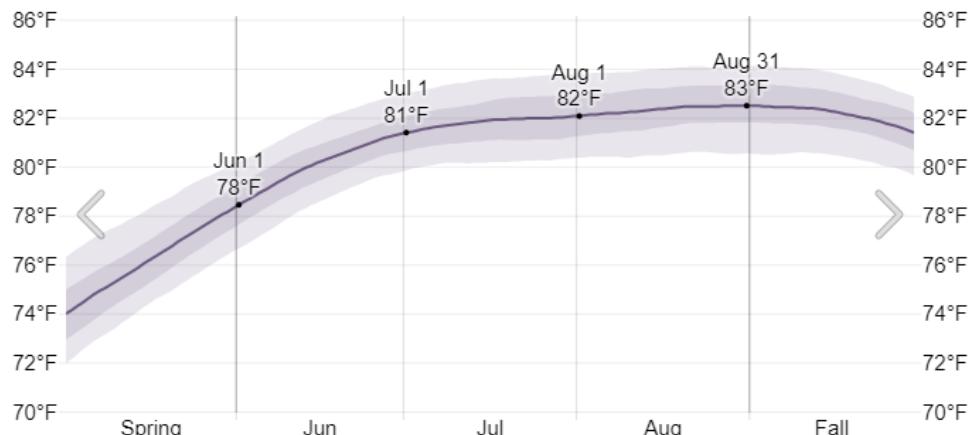


Figure 12: Water Temperature

### Community Population/Population Densities

Ponce Inlet is the 250th largest city in Florida and the 5,844th largest in the United States. Ponce Inlet is growing at a rate of 1.07% annually; the most recent census recorded a population of 3,344 in 2020. Spanning over 15 miles, Ponce Inlet has a population density of 762 people per square mile.

### Community Demographic Features

Ponce Inlet Residents	3,230
Number-Households	1,528
Poverty Rate	4.67%
Median Household Income	\$88,182
Median Property Value	\$375,800
Median age	61.8 years

The largest ethnic group in Ponce Inlet is White (Non-Hispanic), at 93.3%.

Military Service- Ponce Inlet has a large population of military personnel who served in Vietnam, 4.59 times greater than any other conflict.

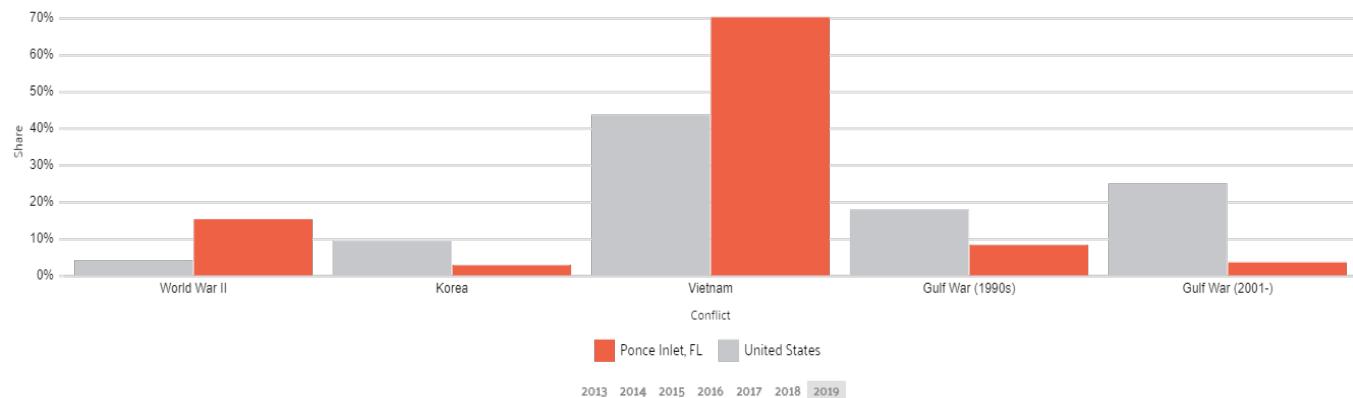
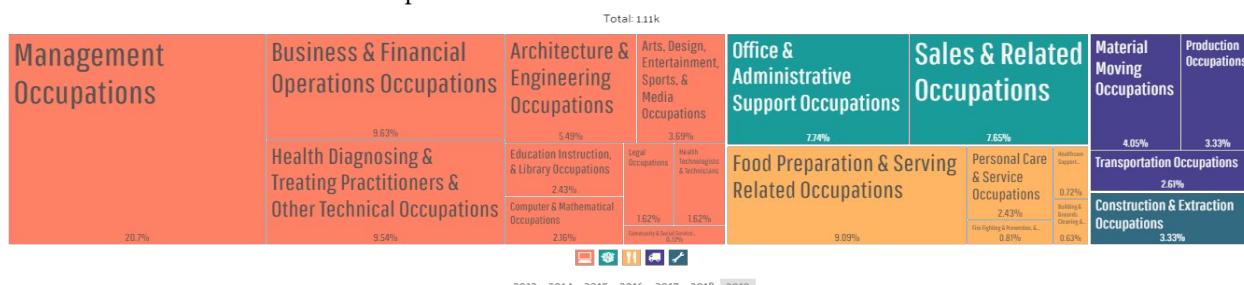


Figure 13: Military Service Population

Table 2: Employment Occupations

Management	20.7%
Business & Financial Operations Occupations	9.63%
Health Diagnosing & Treating Practitioners & Other Technical Occupation	9.54%
Architecture & Engineering Occupations	5.49%
Education Instruction & Library Occupations	2.43%
Computer & Mathematical Occupations	2.16%
Arts, Design, Entertainment, Sports & Media Occupations	3.69%
Legal Occupations	1.62%
Health Technologies & Technical	1.62%
Office and Administrative Support Occupations	7.74%
Sales & Related Occupations	7.65%



## B. History of the Agency

### Major Historical Milestones of the Department

The town formed a volunteer fire department in the late 1960s to early 1970s to supplement the level of service and eventually transitioned to a fully paid, full-time advanced life support (ALS) fire department in 2004. Early after the department's creation, fire and EMS service was provided entirely by local volunteers, supplemented by neighboring fire departments such as Daytona Beach Shores and the City of Port Orange.

Today, the department is fully staffed with highly trained staff members providing fire suppression, EMS paramedic transport, fire prevention, and public education. To follow are the significant milestones of the fire department over the past few decades.

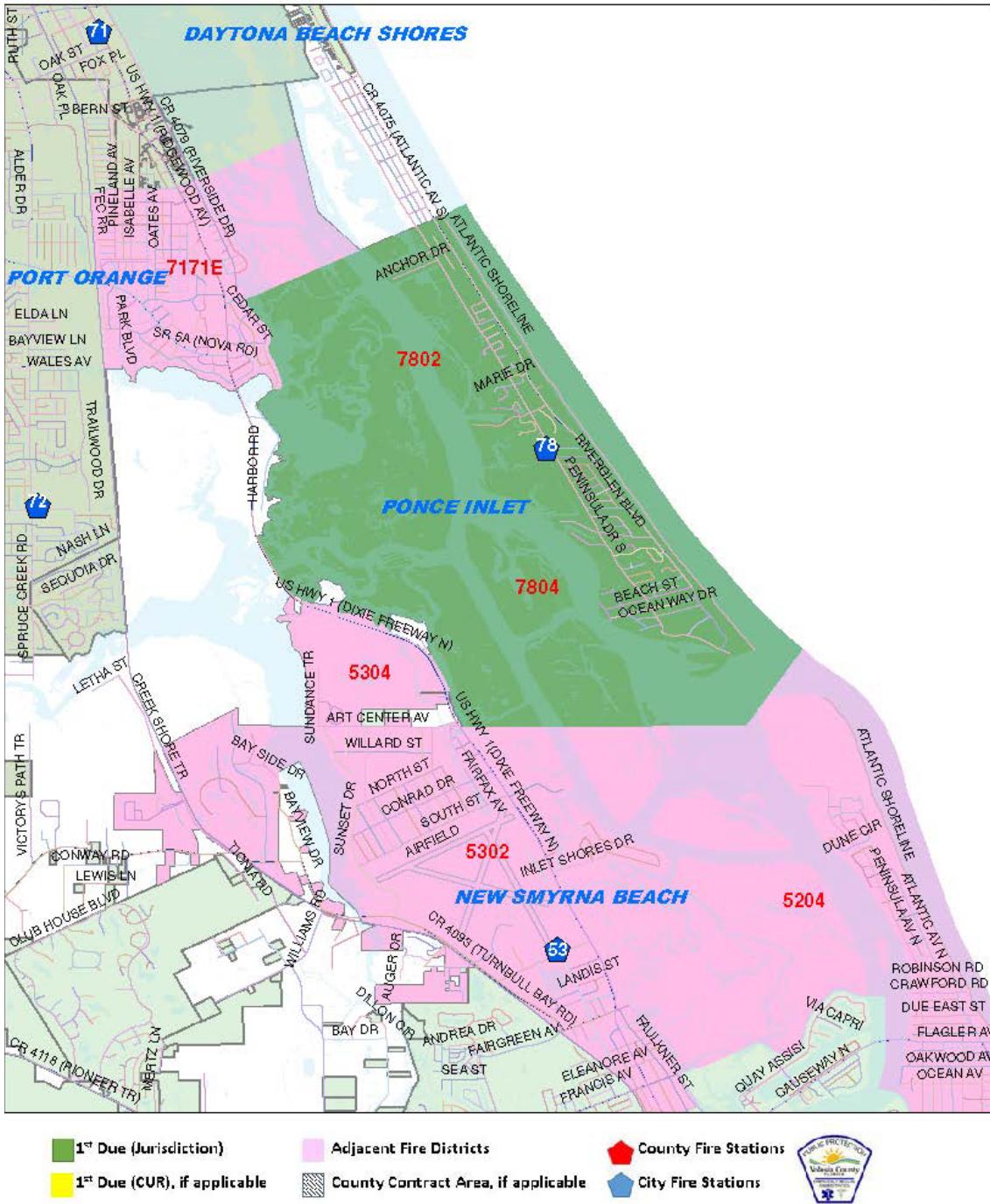
- 1963 – Town of Ponce Inlet incorporated as a municipal government.
- 1978 – Residents formed the Ponce Inlet Volunteer Fire Rescue Association, which provided all fire suppression and EMS response for the Town of Ponce Inlet.
- 1998 - The town hired its first full-time firefighter, with additional staff being added over the next few years, with the daily department staff being two full-time firefighters supplemented with volunteers.
- 2000 - The department received a state license to provide non-transport advanced life support services.
- 2001 – The department received a 4X4 capable ambulance donated by a local resident.
- 2001 – A “Kelly Day” added one additional firefighter to cover the two days of leave.
- 2003 - The position of fire captain was added to provide additional operations support to the department.
- 2005 - The fire department added three additional firefighters and created the positions of lieutenant and driver/engineer, increasing the daily staffing to three firefighters per shift, eliminating the Kelly Day and fire captain position.
- 2006 – ISO evaluation ranked the fire department at a Public Protection Class “6”
- 2012 – The fire department was allowed to transport non-emergent patients under a pilot EMS transport agreement with Volusia County.
- 2014 - ISO Evaluation ranked the fire department at a Public Protection Class “3”
- 2019 – After evaluation and modification of the pilot transport program, Ponce Inlet Fire rescue was allowed to transport all EMS patients, emergency and non-emergency, within its boundaries while providing closest ambulance response to all areas of Volusia County. 2023 – The department added three additional full-time firefighters, bringing the regular staffing of the department up to five firefighters per shift.
- 2025 – The first ever aerial device for the town, a 75' quint apparatus was purchased and placed in service.



## Current Legal Boundary of Service Area

The response district of Ponce Inlet Fire Rescue consists of the municipal boundaries of the Town of Ponce Inlet and includes the unincorporated areas of the beach, which fall under the jurisdiction of Volusia County. Ponce Inlet Fire Rescue is also a signatory in a closest unit fire/EMS response with all eastside Volusia County municipal fire departments. Ponce Inlet Fire Rescue is identified as "Station 78" within the Volusia County station naming scheme.

**Map 11: Station 78 Response Area**



## Current Organization, Divisions, Programs and Services

Ponce Inlet Fire Rescue organization consists of operations and administration. The Operations Division is responsible for all emergency responses and requests for service. Fire suppression and emergency medical services are the primary operations responsibilities. Operations consists of five firefighters per 24-hour shift deployed on two pieces of apparatus. Administration is the overall management and support component of the department. Administration is staffed with an office manager, deputy fire chief, and fire chief. Training, fire prevention, and clerical support are provided through administration.



**Figure 14: Organizational Chart**

### Fire Stations, Training Facilities, Apparatus, Equipment, and Staffing

Ponce Inlet Fire Rescue consists of one fixed station location located at the center of its response district.



Two apparatus are staffed 24 hours a day, 365 days a year, by five firefighters.



**Quint 78**



**Medic 78**

A minimum of two of the five firefighters certified as paramedics are part of the daily staffing. Three firefighters staff Quint 78, a fully capable 75' quint, providing advanced life support EMS care, while two firefighters staff a transport unit also providing advanced life support care. Also on every shift is a supervisor and driver/engineer. The primary shift supervisor is a lieutenant, but a driver/engineer can "ride up" as needed. The deputy fire chief and fire chief work Monday through Friday, eight-hour days, with each standing on call for after-hours call-ins. The department participates in an automatic aid agreement with all east Volusia County municipal fire departments and routinely responds to out-of-district fire and EMS requests, as those agencies also respond to Ponce Inlet as needed. The fire department also maintains a reserve transport unit, Medic 79, and reserve fire engine, Engine 78.



**Medic 79**



**Engine 78**

Training is conducted at the fire station, but the department participates in quarterly multi-company drills with neighboring fire departments. The drill sites can vary depending on the subject, with live burns and other high-liability drills conducted at the Volusia County fire training site.



**Extrication**



**Aerial Apparatus**



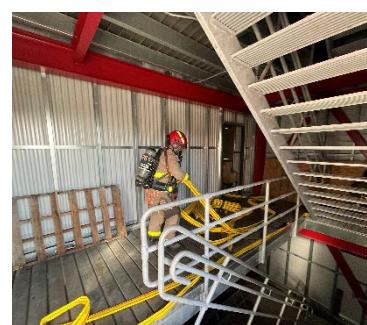
**Thermal Imaging Camera**



**Tabletop Scenarios**



**Water Rescue**



**Hose Evolutions**

## C. Current Descriptions of Levels of Service with Delivery Programs

### Fire Suppression



Ponce Inlet provides 24-hour firefighting capability through the deployment of five firefighters responding on two apparatus. The primary fire suppression apparatus is a 2024 E-One 75' quint with a 1,500-gallon/minute pump and 500-gallon water tank. Three firefighters respond on this vehicle, although it is configured to hold four firefighters, including the driver/operator. Two firefighters also respond on the second response vehicle, a 4X4 advanced life support ambulance. The ambulance is equipped with the firefighters' turnout gear and two self-contained breathing apparatus. Both vehicles respond to every fire-related request for service. Ponce Inlet participates in a closest unit response agreement with all neighboring east Volusia County fire departments, which provides additional firefighting resources for incidents that exceed the normal daily deployment. Fire incident types comprise approximately 2% of the department's call volume.

## Emergency Medical Services



Emergency Medical Services is the majority category for the department's request for service, accounting for approximately 65-70% of the total request for service. EMS is deployed through two vehicles, a staffed fire engine, and a staffed ambulance. Both units are fully advanced life support capable and are staffed with at least one paramedic of the two or three personnel per vehicle. Ponce Inlet provides first-response EMS and advanced life support transport service for all EMS incidents in the municipal boundaries of Ponce Inlet. The town provides closest first response EMS out of its municipal boundaries for all emergency EMS calls as a condition of the *Certificate of Public Convenience and Necessity* issued by Volusia County. Ponce Inlet provides closest unit transport services outside the municipal boundaries as part of the *Closest Ambulance Response Element* agreement with Volusia County. The ambulance and fire engine respond to all EMS-type incidents with Ponce Inlet. Deploying advanced life support EMS on two vehicles provides flexibility for simultaneous EMS calls with the town and coverage with the community when transporting a patient.

## Technical Rescue

All Ponce Inlet fire personnel are trained to the operations level of vehicle extrication and awareness level for high angle, confined space, and other technical rescue subjects. Ponce Inlet Fire Rescue participates as part of the southeast Volusia County technical rescue team and would rely on this team and the Volusia County Fire Rescue Department's technical rescue assets. Ponce Inlet equips its apparatus with a full suite of vehicle extrication, deploying modern equipment such as battery-operated extrication tools, vehicle stabilization gear, and other rapid access extrication equipment. Ponce Inlet requests support from regional and county-wide technical resources for any incident that exceeds the normal daily deployment.

## Hazardous Materials

All Ponce Inlet firefighters are trained to the awareness level of hazardous materials response, which focuses on identification and restricting access to a situation that involves potentially hazardous substances. Incidents requiring control and mitigation of a hazardous material incident are handled by Volusia County Fire Rescue, which deploys a Type II hazardous materials team. Volusia County's "Hazmat" team specializes in working directly with hazardous materials and provides highly specialized equipment and trained hazmat technicians. Ponce Inlet Fire Rescue works directly with the county team to provide support and any other service needed to mitigate the incident.

## Wildland Fire Services

Ponce Inlet Fire Rescue does not provide wildland fire services to the community. That said, all Ponce Inlet firefighters are trained to the basic level of wildland fire behavior and tactics, S-130/S-190. Ponce Inlet has very few wildland/urban interface areas but participates in wildland fire suppression with Volusia County Fire Service and other municipal fire departments as part of the automatic aid agreement. All Ponce Inlet firefighters are equipped with their own individual wildland firefighting equipment.

## Community Safety and Remediation Programs

The Ponce Inlet Fire Prevention function aids the community through normal fire prevention activities such as annual fire safety inspections, plan reviews, and new construction inspections. The department also provides community safety training through public CPR classes, service demonstrations, and public speaking opportunities at various clubs and organizations in the community. The focus is always on preventing an issue through proactive communication with property owners, contractors, and community visitors.



## D. Current Deployment and Coverage Areas

### Points of Service Delivery

Ponce Inlet deploys all emergency services from the fire station at 4680 South Peninsula Drive. This facility was also the primary municipal building from the late 1970s through 2006. Town Hall, utility services, police services, and building/planning were all provided from this building until the construction of a new Town Hall and police station in 2006. The facility underwent a significant renovation in 2006, and the fire department took total possession in 2007. The fire station is located essentially in the middle of the community, which aids in keeping response time equal to all requests for service.



### Minimum Deployment Resources

The daily deployment of Ponce Inlet Fire Rescue is five firefighters deployed through two vehicles. Each shift is 24 hours in duration, starting at 8:00 am and ending the following 8:00 am. There are three 24-hour duty shifts designated as A, B, and C shifts. Total operations staffing is fifteen firefighters. Quint 78 is the primary fire suppression unit staffed with three firefighters, one of which is a paramedic. The second vehicle deployed, Medic 78, is a full advanced life support transport unit staffed with two firefighters, with at least one being a paramedic. Monday through Friday, from 7:30 am to 4:00 pm, the fire chief and a deputy fire chief augment the two primary units. Battalion-level response after business hours is provided as part of the closest unit response agreement with neighboring fire departments.

### Response Areas

Ponce Inlet's primary response district is the municipal boundaries described earlier in this document. There are 19 total road miles, with two main roadway entrances and exits to the community, since the southern portion of the town is a peninsula that forms the northern section of the inlet leading from the intercoastal waterway to the Atlantic Ocean. There are several limited access properties located on the west side of Ponce Inlet, fronting the intercoastal waterway. Since Ponce Inlet resides on a barrier island, resources from the mainland access the community from a high-rise bridge located 2.2 miles from the northern town limit. Ponce Inlet Fire Rescue is also included on the response listing of all east Volusia County fire departments.

## E. Summary of Community Response History

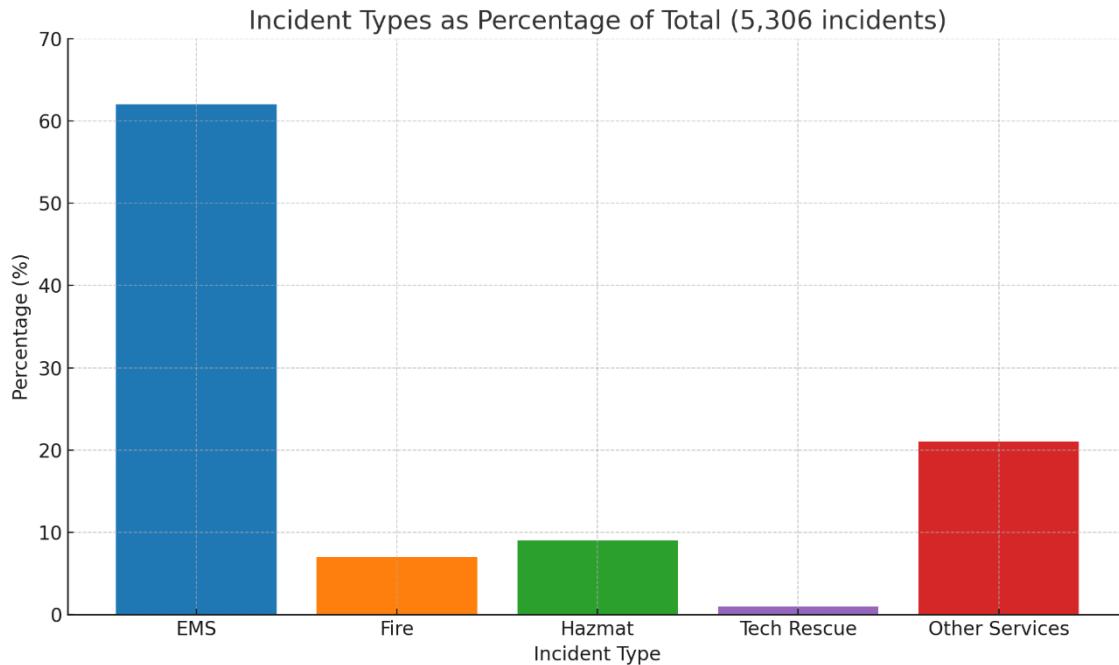
Response data for the years 2020-2024 amounted to 5,306 incident responses. Below is the breakdown of specific call types.

**Fire Suppression Program:** This category includes all fires (structure, vehicle, etc.) and fire alarms. This category accounts for just over 7% of the incidents.

**Emergency Medical Services Program:** This category includes medical incidents, including those involving extrication or other rescue-related incidents. This category makes up a majority of the department's responses at 62%.

**Hazardous Materials Program:** This category includes incidents that would classify as hazardous material related responses and those involving non-fire situations that are hazardous in nature. Examples of these incidents are gas leaks, chemical spills, gasoline/fuel spills, power lines, and related incidents. This category accounts for 9% of all incidents.

**Other Programs:** The remaining category of incident responses includes those that fall outside the traditional fire/EMS responses. Examples of the calls in this category are lock-out, police matters, no incident found, good intent calls, and citizen complaints. The percentage of this category is 21%.



**Figure 15: Five-Year Call Summary (2020-2024)**

## F. Community Priorities, Expectations, and Performance Goals

### Mission Statement

The current mission statement was created as part of a strategic planning process conducted internally in 2000. The statement is as follows.

*“The Mission of the Ponce Inlet Fire Rescue Department is to provide high quality life safety services with professionalism, compassion and an unwavering commitment to those we serve.”*

### Community Service Priorities

On April 6, 2022, 32 community stakeholders attended a meeting at the Town of Ponce Inlet Community Center. The meeting was facilitated by two representatives from the Center for Public Safety Excellence. Feedback was provided through instruments utilized in the meeting where stakeholders voted on and prioritized fire department programs and services, prioritized community expectations and concerns in their own words, and indicated perceived strengths. To best dedicate time, energy, and resources to services most desired by its community, the department needs to understand what the customers consider to be their priorities. With that, the community stakeholders were asked to prioritize the programs offered by the department through a process of direct comparison. The results were as follows:

**Table 3: Community Service Priorities**

Programs	Ranking	Score
Emergency Medical Services	1	186
Fire Suppression	2	147
Technical Rescue	3	120
Emergency Management	4	94
Fire Prevention / Community Risk Reduction	5	76
Hazardous Materials Mitigation	6	73
Fire Investigation	7	57
Public Fire and Life Safety Education	8	31

## Community Service Expectations

Understanding what the community expects of their fire services organization is critically important to developing a long-range perspective. Respondents were asked to list, in priority order, up to five subjects relative to their expectations for the department. Responses were then analyzed for themes and weighted. The following is a list of the top ten expectations the citizens hold for the department:

1. Quick Response Times: Fast (less than five minutes) effective emergency response. Quick response time. Good response times. Rapid response. Prompt arrival when called. Timely response times. Shortest possible response times. Efficient response to emergencies. Fire protection and emergency response time. Quick response time. Prompt response when calling in an emergency. Best possible response time to any emergency. Short response times when called. Instant availability. Timely arrival with minimal property loss. Immediate response to emergencies. Rapid response. (119)
2. Employee Knowledge and Training: Have more training for firefighters. Professional knowledge. Safety knowledge. Medical knowledge. Expertise of personnel. Well-trained professionals. Trained and educated staff. Regular evaluation of employees. Well-trained personnel. Capable staff continually trained. Maintain training of employees. Ability to perform as a team. Superior trained personnel. Adequate training. (54)
3. Professionalism and Courtesy: Professional, caring personnel. Courteous. Professional attitude. Personnel able to get along within their groups. One unit - one team. Qualified staff. Courteous personnel. Respect for residents. An organization that has a climate and culture of respect internally. Good morale within the department. Respected by the community. Quality staff. Concern for people and animals. Professionalism - scandal-free. (49)
4. Community Involvement: Extensive community involvement. Be an integral part of the community. Communications with residents. Visibility in the community. Responsive to community inquiries. Transparency within the community. Participation in the community. Proactive citizen guidance regarding risk-reducing decisions. Available to assist with any questions to help support homeowners. Community involvement in town functions. Mentoring events for children. Meet the needs of the community. Community events. Availability to citizens with concerns. Openness and transparency. Community involvement. Community service. Feedback. Community outreach and education. Follow-up and assistance after the emergency. (47)
5. Availability: Available. Restrict responses to only calls in Ponce Inlet. Efficient operations management driven by experience (vs. potential) based workload. Availability to citizens to address their concerns. Efficient use of employees. Quick fire control. Availability of fire truck and ambulance in case of emergency. Having fire and EMS personnel 24 hours a day. Availability to residents (not being out of town). That the department stays local. Patient transport. Ability to transport quickly. (40)
6. Equipment to Perform their Job: Proper equipment. Continue to upgrade equipment. Updated equipment. Updated and progressive technology. High quality equipment. Adequate equipment. Proper equipment to support staff in responding to any emergency situation. Best equipment. Good equipment. Knowledge of what is needed. Up-to-date equipment. (32)

7. Adequate Staff: Adequate staffing. Hire proper amount of manpower. Proper staffing of the station 24 hours a day. Hire qualified chief. Hire a medical director. Adequate personnel. Need to have enough staff. (21)
8. Town Guidelines, Policies, and Work Environment: Follow town guidelines for employment. Good policies. Cohesive and complimentary work environment with town management, staff, and employees. Take the politics out of our fire department. Cooperation between town management and the leading fire department officers. (11)
9. Assessment and Coordination: Coordination of the team to address the situation needs. Assessment of situation and the resolution. (8)
10. Cost-Effective Network Support: Cost-effective services. Establish network of support for Ponce Inlet emergencies from the outside. (5)

## **Historical Performance Goals**

Ponce Inlet Fire Rescue's previous performance goals focused primarily on turn-out times. Chapter 4 of NFPA 1710 serves as a guide to measuring the fire department turn-out times based on the 90<sup>th</sup> percentile. Ponce Inlet Fire Rescue measured turnout times to the 90<sup>th</sup> percentile of emergency fire responses at 80 seconds from dispatch and EMS emergency incidents at 60 seconds from dispatch. Due to the compact size of Ponce Inlet, response times in town were within the 4–6-minute margin. The fire department currently measures turnout times daily, with a monthly report of emergency EMS and fire responses published to the public for information and the crews for feedback. The community is compact and relatively small, so a focus on short turn-out times has been identified as the area of the call continuum with the most impact on reduced response times.

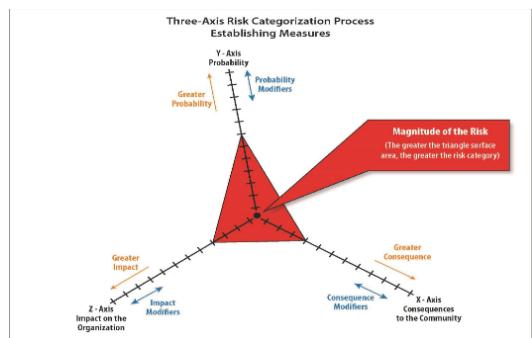
## G. Community Risk Assessment and Risk Levels

### Risk Assessment Methodology

#### Methodology (Probability/Consequence/Impact of Event Risk)

The three-axis risk category was used to help identify the probability, consequence, and impact that a situation can have on the community. Fire, EMS, technical rescue, and hazardous materials risks are divided into low, medium, and high risk categories. This allows for the identification of areas in the community that can present a risk to the community.

Heron's formula factors the probability, consequence, and impact and plots the score on the graph; the larger the triangle area on the graph, the greater the magnitude of the risk. These numbers represent the individual score of each line of the graph:



#### *Heron's Formula modified for tetrahedrons:*

$$\text{Risk Score} = \sqrt{\frac{(PC)^2}{2} + \frac{(CI)^2}{2} + \frac{(IP)^2}{2}}$$

P = Probability (Y axis)

C = Consequence to the community (X axis)

I = Impact on the agency in drawdown vulnerability (Z axis)

(P) Probability: The study of what could go wrong at a particular risk to create an incident and what is the likelihood that the situation might occur; in essence, what are the hazards at the location and what is the likelihood that those hazards can or will create an incident. Without this portion of the analysis, an agency cannot categorize risks and determine workloads and response demand of those workloads as related to current and future response capability and capacity.

(C) Consequence to the community: Should an incident occur at a particular risk, what is the magnitude or reasonably expected loss that will be experienced by the response area, community, and citizenry of the area. The magnitude of loss is relative to categorizing risks and their significance to the area.

(I) Vulnerability Impact: A forceful consequence; having a strong effect on the workforce or department.

By using the three-axis risk category, risks are categorized on three axes to show the total severity a risk presents. Risks are categorized as low, medium, and high. The following sections will explain the probability, consequence, and impact of various risks in the department's service delivery areas.

**Table 4: Risk Scoring Threshold Identified using the 3-axis model**

0-20	LOW
21-40	MEDIUM
OVER 40	HIGH

## Geographical Planning Areas/Zones

The town is divided into six different areas, or geographic planning zones (GPZs). Harbor Village Boulevard is the divider between north and south. The north and south ends are further divided into three zones each. Everything west of Peninsula is considered **River 1** (north side) or **River 2** (south side). Between Peninsula Drive and Atlantic Avenue are **Mainland 1** (north) and **Mainland 2** (south). Everything east of Atlantic Avenue is **Ocean 1** (north) or **Ocean 2** (south). Each area contains different risks that the fire department could encounter.



Map 12: Community Planning Zones

## Risk Scoring

### Fire Suppression Program

**Table 5: Fire Suppression Risk Categories**

Fire Suppression Risk Categories	
<b>Probability</b>	
2=Quarterly/Yearly (0-4 events per year)	
4=Monthly (5-12 events per year)	
6=Weekly (13-52 events per year)	
8=Daily (0-365 events per year)	
10=Daily (366 or greater events per year)	
<b>Consequence</b>	
2=Single Individual/Vehicle Peril or Loss	
4=two or four people, Vehicle with Exposure, or Single Occupancy Peril or Loss	
6=Four or more people, Multiple Vehicles, or Single Occupancy with Exposure(s)	
8=Multi-family Occupancy, Commercial, Restaurant	
10=Major Hazard Class	
<b>Vulnerability Impact</b>	
2=Critical Tasking Requiring four or less Personnel	
4=Critical Tasking Requiring five to nine Personnel	
6=Critical Tasking Requiring 10 to 16 Personnel	
8=Critical Tasking Requiring 17-26 Personnel	
10=Critical Tasking Requiring more than 27 Personnel	

Ponce Inlet is primarily a residential community comprising multi-family high-rise and single-family structures with a few light commercial and restaurant occupancies. The department operates one fire engine staffed with two firefighters and one ambulance also staffed with two firefighters 24 hours a day. There only is one primary response district for fire suppression services due to the small land area of Ponce Inlet.

**River 1 (R1)** This area consists of some mid-rise condominiums and single-family homes on the river or canal that are on or back up to the Halifax River. The dead-end streets are narrow and mostly allow for single-file traffic. Many of these homes have boat slips in the backyard closer to the home, and a boat on fire represents a real fire hazard to the home. Fire hydrants are on 500-foot centers. The closer to the end of the line, the fewer available gallons per minute are on tap for firefighting use.

**River 2 (R2)** has mostly one- to two-story residential homes. This is an issue when responding to an incident involving multiple apparatus at the scene. There is only one way to enter the street: off Peninsula Drive. There is also an issue with the water supply being a dead-end hydrant at the end of the street with no loop system for the hydrants on the street. This limits the amount of water that the fire department can use. Most of these homes are on the river and have boat docks with boats. This makes for a longer stretch of hose line for any boat fire that can happen.

Multiple homes from Inlet Harbor Road to Beach Street have limited access for a fire truck to maneuver. In this situation, if there is a fire at the residence, Attack 78 must respond to perform a relay from the road to the house. The

homes sit back a few hundred feet from the road. The driveway access is limited due to overgrown trees lower than 10 feet over the road.

This GPZ has multiple restaurants in this area, including Off the Hook at Inlet Harbor, Down the Hatch, and Hidden Treasures Rum Bar and Grill. Multiple marine storage occupancies are contained in this area. Inlet Harbor Marina holds 44 wet slips and 265 dry storage spaces for boats. These boats can range up to 75 feet. They also have a fuel fill station, one by the dry storage and the other by the restaurant on the intercoastal water. There is also Sea Love Boat Works and Marina by Down the Hatch Restaurant with a fuel station and dry boat work being done. Both have a large fuel load with fiberglass and stored gas and diesel on the property in multiple locations.

**Mainland 1 (M1)** area mostly consists of one- to two-story residential homes with multi-story condos and townhomes. This area is between Peninsula and Atlantic Avenue, North of Harbour Village Blvd. This area also includes some older and new construction. The fire hydrants are located on Peninsula and Atlantic side, and on the streets between Peninsula and Atlantic Avenue. There is also a 175-foot lighthouse. Surrounding areas include a marine science center with multiple rescue animals on site. Each area has limited fire protection to their building due to the year they were built.

**Mainland 2 (M2)** is made up of mid-rise condominiums, as well as one and two-family dwellings. This area is south of Harbour Village Boulevard. Fire hydrants are located on South Atlantic and South Peninsula and the connector streets (Cindy Lane, Calumet, etc.). Many streets have narrow lanes and tight corners, with some having a tree canopy that requires constant upkeep.

One property in this GPZ is identified as a target hazard due to minimal fire suppression system infrastructure.

Tidewater 30 Inlet Harbor Road only has a sprinkler in the trash room and standpipes.

**Ocean 1 (O1)** is everything east of Atlantic Avenue, south of Harbour Village Boulevard. This area consists of one- to two-story residential homes with multi-story condos. Hydrants are going to be located on Atlantic Avenue. Some private residences on the ocean have residential sprinkler systems for fire protection in the home. At the end of Atlantic is Lighthouse Point Park. Four separate docks go from the parking lot through the palmettos out to the beach. Each dock has a dry standpipe with an FDC at the parking lot next to a hydrant. This area is prone to brush fires, usually due to lightning strikes and cigarettes not being put out.

**Ocean 2 (O2)** consists of mostly single-family dwellings that back up to the beach. Many have short driveways and, during a fire call, this can often block South Atlantic. Many of these homes have security gates that increase the time it may take to access the home or conduct a 360-degree assessment of the property to determine if there is a fire.

Two properties in this GPZ are identified as a target hazard due to minimal fire suppression system infrastructure.

## PONCE INLET FIRE RESCUE

LOW

Scoring Example: Dumpster Fire

RISK	
Probability of occurrence	2
Consequence to community	2
Impact on Fire Department	2
SCORE	4.89898



MEDIUM

Scoring Example: Structure Fire

RISK	
Probability of occurrence	2
Consequence to community	6
Impact on Fire Department	8
SCORE	36.76955262



HIGH

Scoring Example: Multi-story townhomes not sprinkled

RISK	
Probability of occurrence	2
Consequence to community	10
Impact on Fire Department	10
SCORE	73.48469228



**Table 6: Fire Suppression Critical Tasking**

Fire Suppression Critical Task Minimum Personnel	High Risk (High Rise)	Moderate Risk (SFD)	Low Risk (Car Fire no Exposure)
Incident Command with Aide	1	1	1
Safety Officer	1	1	0
Driver/Pump Operator/water supply	2	1	1
One/two handlines to the fire floor	3	2	3
One handline to floor above fire	2	0	0
Two search and rescue teams	4	2	0
Officer oversight on fire floor and floor above	1	0	0
Utilities	1	1	0
Rapid intervention crew (officer and firefighters)	3	2	0
Elevator Operation	1	0	0
Firefighter Rehab Medical Team	4	0	0
Vertical Ventilation Officer and firefighters	3	3	0
Lobby Operations Officer	1	0	0
EMS Transport - ALS	2	2	0
<b>Total</b>	<b>31</b>	<b>15</b>	<b>5</b>

**Emergency Medical Program**

**Table 7: EMS Risk Categories**

<b>Emergency Medical Services Risk Categories</b>	
<b>Probability</b>	
2=Quarterly/Yearly (0-4 events per year)	
4=Monthly (5-12 events per year)	
6=Weekly (13-52 events per year)	
8=Daily (0-365 events per year)	
10=Daily (366 or greater events per year)	
<b>Consequence</b>	
2=Single Individual/Vehicle Peril or Loss	
4=two or four people, Vehicle with Exposure, or Single Occupancy Peril or Loss	
6=Four or more people, Multiple Vehicles, or Single Occupancy with Exposure(s)	
8=Multi-family Occupancy, Commercial, Restaurant	
10=Major Hazard Class	
<b>Vulnerability Impact</b>	
2=Critical Tasking Requiring four or less Personnel	
4= Critical Tasking Requiring five to nine Personnel	
6= Critical Tasking Requiring 10 to 16 Personnel	
8= Critical Tasking Requiring 17-26 Personnel	
10= Critical Tasking Requiring more than 27 Personnel	

**River 1 (R1)** This planning zone includes many homes on the South Peninsula that back up to the Halifax River or are across the street. Hazards encountered while answering EMS calls in this zone include the narrow street where the ambulance or engine must park while attending to those sick or injured citizens. When parking in this manner, oftentimes, traffic does not stop or wait, and the chances of being struck by a private auto become very real.

**River 2 (R2)** This zone has the same issues as River 1 but also includes homes with extended driveways and a low tree canopy that must be navigated to get to the home when there is a sick or injured party. This long, extended driveway equates to the ambulance and Engine parking out on South Peninsula and carrying or pushing the stretcher to the home, sometimes nearly three hundred feet. This creates a delay in reaching the patient and performing the initial patient assessment to determine the best course of patient care.

This zone is also geographically located on the Halifax River. Many times when a party is sick (illness or cardiac arrest) or injured (propeller trauma, environmental emergency) on a work boat or pleasure boat, after calling 9-1-1, they are directed to dock at Ponce Inlet in this zone. A PIFR engine and ambulance will arrive and wait for the boat to dock so fire and EMS personnel can board the vessel, make patient contact, begin patient assessment and treatment or take over care that may have been started by a Coast Guard service member or boat medic.

**Mainland 1 (M1)** This zone consists of a combination of one, two, and a few three-family occupancies and mid-rise condominiums. There can be a delay in accessing the condominium units as they are gated, and equipment and personnel must use an elevator to access the patient. Though these mid-rise condominiums have at least one EMS-

friendly elevator, it is often close quarters for patient care which can be a factor in a patient's outcome, especially when CPR is ongoing.

**Mainland 2 (M2)** This zone is nearly the same as Mainland 1 except that it is mostly one and two-family dwellings and mid-rise condominiums. The access and call types are nearly the same. Often, the ambulance can park in the parking area of the mid-rise condominiums, but the engine is too heavy and must park on the street. This creates a hazard for the crew and delays getting all four firefighters to the patients' side as it takes longer to reach them when parked farther away.

**Ocean 1 (O1)** This zone is mostly made up of mid-rise condominiums with a few single-family dwellings. As these condominiums are on the beach and have parking below grade, the ambulance can park in grade-level parking area, but the engine must park farther away, which delays patient contact.

**Ocean 2 (O2)** This zone is the opposite of Ocean 1 in that it is mostly single-family dwellings and virtually no other occupancy types. These homes have short driveways, which means that the ambulance and the engine must park on South Atlantic, and this creates a traffic hazard as well as the danger of being struck by a car.

## LOW RISK

### BASIC LIFE SUPPORT

- Party with superficial injury (minor laceration, local injury to hand or foot)
- Same height fall from bed, no loss of consciousness
- Trauma no loss of consciousness
- Chronic illness or pain

RISK	
Probability of occurrence	10
Consequence to community	2
Impact on Fire Department	2
<b>SCORE</b>	<b>20.19900988</b>



**MEDIUM RISK**

**ADVANCED LIFE SUPPORT (ALS)-STABLE**

- Chest pain relieved with NTG and VS WNL
- party with difficulty breathing relieved by Albuterol and O2
- Diabetic history relieved by glucose administration
- Arm or leg deformity but distal pulses present with possible fracture
- Dehydrated party (in the sun too long) IV therapy and cooling off
- Allergic reaction with hives and itching but no airway compromise

<b>RISK</b>	
Probability of occurrence	10
Consequence to community	4
Impact on Fire Department	2
<b>SCORE</b>	<b>32.12475681</b>



**HIGH RISK**

**CRITICAL PATIENT-UNSTABLE**

- Mass Casualty- (Restaurant or boat)
- Cardiac Arrest (Heart Attack with no pulse or breathing)
- Respiratory Arrest (a party has stopped breathing due to airway obstruction)
- Allergic reaction with difficulty breathing and rapidly closing airway
- Advance Airway -Endotracheal tube placement
- Trauma Alert- multiple compound fractures or internal injuries
- Stroke Alert- a stroke is a brain attack and the brain is dying due to lack of O2
- Sepsis Alert – a person has a high fever for an extended time period
- Stemi Alert-a person with chest pain with elevated ST segment in the rhythm
- Emergency transport to the hospital for

<b>RISK</b>	
Probability of occurrence	10
Consequence to community	6
Impact on Fire Department	4
<b>SCORE</b>	<b>53.74011537</b>



**Table 8: EMS Critical Tasking**

EMS Critical Task Minimum Personnel	High Risk (Cardiac Arrest)	Moderate Risk (Chest Pain)	Low Risk (Fall)
Command/Safety/Communications	1	1	1
Airway Management/Oxygen Therapy	1	1	1
ECG Monitor/Cardiac Shock/Medications	1	2	1
Chest Compressions	2	0	0
<b>Total</b>	<b>5</b>	<b>4</b>	<b>3</b>

### Technical Rescue Program

**Table 9: Technical Rescue Risk Categories**

Technical Rescue Risk Categories	
<b>Probability</b>	
2=Quarterly/Yearly (0-4 events per year)	
4=Monthly (5-12 events per year)	
6=Weekly (13-52 events per year)	
8=Daily (0-365 events per year)	
10=Daily (366 or grater events per year)	
<b>Consequence</b>	
2=Single Individual/Vehicle Peril or Loss	
4=two or four people, Vehicle with Exposure, or Single Occupancy Peril or Loss	
6=Four or more people, Multiple Vehicles, or Single Occupancy with Exposure(s)	
8=Multi-family Occupancy, Commercial, Restaurant	
10=Major Hazard Class	
<b>Vulnerability Impact</b>	
2=Critical Tasking Requiring four or less Personnel	
4=Critical Tasking Requiring five to nine Personnel	
6=Critical Tasking Requiring 10 to 16 Personnel	
8=Critical Tasking Requiring 17-26 Personnel	
10=Critical Tasking Requiring more than 27 Personnel	

**River 1 (R1)** This zone is from South Peninsula to the Halifax River, north of Harbour Village Boulevard. Technical rescue in this area may include water rescue with boat emergencies. The area consists of mostly one- to two-story residential homes.

**River 2 (R2)** This zone is from South Peninsula to the Halifax River, south of Harbour Village Boulevard. Technical rescue in this area may include water rescue with boat emergencies. This area consists of mostly one – to two-story residential homes.

**Mainland 1 (M1)** This zone is between South Peninsula and Atlantic Avenue, north of Harbour Village Boulevard. Technical rescue in this area is very limited, with only one- to two-story residential homes and two-story townhomes and condos. There is one convenience store at the corner of Atlantic and Harbour Village Boulevard.

## PONCE INLET FIRE RESCUE

**Mainland 2 (M2)** This zone is south of Harbour Village Boulevard in between Atlantic and South Peninsula. This area extends down to the inlet, where a technical rescue team can be used for water rescue. This area also has a 175-foot lighthouse that could involve a rope rescue for someone who may be working on the lighthouse or an ill patient.

**Ocean 1 (O1)** This area is east of Atlantic Avenue, north of Harbour Village Boulevard. This area has multiple condos up to seven stories. This area also covers the ocean. Technical rescue can be heavy in this area, due to water rescue, rope rescue, and building collapse.

**Ocean 2 (O2)** This area is east of Atlantic Avenue, south of Harbour Village Boulevard. This area has multiple condos up to seven stories. This area also covers the ocean. Technical rescue can be heavy in this area, due to water rescue, rope rescue, and building collapse.

### LOW

#### CONFINED SPACE

RISK	
Probability of occurrence	<b>2</b>
Consequence to community	<b>6</b>
Impact on Fire Department	<b>4</b>
<b>SCORE</b>	<b>19.79899</b>



### MEDIUM

#### TECHNICAL RESCUE

RISK	
Probability of occurrence	<b>2</b>
Consequence to community	<b>6</b>
Impact on Fire Department	<b>8</b>
<b>SCORE</b>	<b>36.76955</b>



HIGH

STRUCTURAL COLLAPSE  
ROPE AND RESCUE

RISK	
Probability of occurrence	2
Consequence to community	10
Impact on Fire Department	10
<b>SCORE</b>	<b>73.48469228</b>



**Table 10: Technical Rescue Critical Tasking**

Technical Rescue Critical Task Minimum Personnel	High Risk (Coastline Construction Collapse)	Moderate Risk (Patient in Open Water)	Low Risk (Vehicle Extrication)
Initial Command	2	1	1
Back up 1 patient contact		1	
Back up 2		1	
RIT/Boat Ops	2	2	
Rescue Officer	1	1	
Rescuer 2/in water	2	1	
Line Handler	2	1	
ISO		1	
Equipment handler	3	1	
I/C		1	
Safety	2	1	
Engine offload	3		2
EMS transport crew	4		2
MD	1		
<b>Total</b>	<b>22</b>	<b>12</b>	<b>5</b>

**Hazardous Materials Program**

**Table 11: Hazardous Materials Risk Categories**

<b>Hazardous Materials Risk Categories</b>	
<b>Probability</b>	
2=Quarterly/Yearly (0-4 events per year)	
4=Monthly (5-12 events per year)	
6=Weekly (13-52 events per year)	
8=Daily (0-365 events per year)	
10=Daily (366 or greater events per year)	
<b>Consequence</b>	
2=Single Individual/Vehicle Peril or Loss	
4=two or four people, Vehicle with Exposure, or Single Occupancy Peril or Loss	
6=Four or more people, Multiple Vehicles, or Single Occupancy with Exposure(s)	
8=Multi-family Occupancy, Commercial, Restaurant	
10=Major Hazard Class	
<b>Vulnerability Impact</b>	
2=Critical Tasking Requiring four or less Personnel	
4= Critical Tasking Requiring five to nine Personnel	
6= Critical Tasking Requiring 10 to 16 Personnel	
8= Critical Tasking Requiring 17-26 Personnel	
10= Critical Tasking Requiring more than 27 Personnel	

**River 1 (R1)** This zone is from South Peninsula to the Halifax River, north of Harbour Village Boulevard. Hazardous materials incidents in this area may include gas leaks, as multiple residential homes have propane tanks for water heaters, fireplaces, stoves, and pools. This area also holds boat docks supplying large vessels holding hundreds of gallons of fuel that can leak into the intercoastal waters. This area consists of mostly one- to two-story residential homes.

**River 2 (R2)** This zone is from South Peninsula to the Halifax River, south of Harbour Village Boulevard. Hazardous materials incidents in this area may include gas leaks, as multiple residential homes have propane tanks for water heaters, fireplaces, stoves, and pools. With boat docks supplying fuel to large vessels, there is the risk of fuel leaks into the intercoastal waters. Large propane and fuel tanks in use by multiple restaurants and boat storage facilities can also pose a risk. This area consists of mostly one- to two-story residential homes, multiple condos, and restaurants.

**Mainland 1 (M1)** This zone is between South Peninsula and Atlantic Avenue, north of Harbour Village Boulevard. Hazardous materials incidents in this area may include gas leaks, as multiple residential homes have propane tanks for water heaters, fireplaces, stoves, and pools. This area consists of single and multi-story dwellings with multi-story condos. There is one convenience store at the corner of Atlantic and Harbour Village Boulevard, with multiple refrigerators that can release freon.

**Mainland 2 (M2)** This zone is south of Harbour Village Boulevard, between Atlantic and South Peninsula. Hazardous materials incidents in this area may include gas leaks, as multiple residential homes have propane tanks for water heaters, fireplaces, stoves, and pools. This area consists of single and multi-story dwellings with multi-story condos.

**Ocean 1 (O1)** This area is east of Atlantic Avenue, north of Harbour Village Boulevard. This area also covers the ocean. Hazardous materials incidents in this area may include gas leaks, as multiple residential homes have propane tanks for water heaters, fireplaces, stoves, and pools. This area consists of single and multi-story dwellings with multiple condos up to seven stories. The condos in this area have holding areas for large quantities of chlorine for pool systems.

**Ocean 2 (O2)** This area is east of Atlantic Avenue, south of Harbour Village Boulevard. This area also covers the ocean. Hazardous materials incidents in this area may include gas leaks, as multiple residential homes have propane tanks for water heaters, fireplaces, stoves, and pools. This area consists of single and multi-story dwellings with multiple condos up to seven stories. The condos in this area have holding areas for large quantities of chlorine for pool systems.

#### LOW

##### LESS THAN 25-GALLON FUEL SPILL

RISK	
Probability of occurrence	2
Consequence to community	4
Impact on Fire Department	4
<b>SCORE</b>	<b>13.85640646</b>



#### MEDIUM

##### MORE THAN 25-GALLON FUEL SPILL

RISK	
Probability of occurrence	2
Consequence to community	6
Impact on Fire Department	6
<b>SCORE</b>	<b>28.14249456</b>



## PONCE INLET FIRE RESCUE

HIGH

CHLORINE SPILL

HAZARDOUS MATERIAL SPILL

GAS LEAK

RISK	
Probability of occurrence	<b>2</b>
Consequence to community	<b>8</b>
Impact on Fire Department	<b>10</b>
<b>SCORE</b>	<b>59.39696962</b>



Table 12: Hazardous Materials Critical Tasking

Hazardous Materials Critical Task Minimum Personnel	High Risk (Coastline Fuel Spill)	Moderate Risk (CO2 Leak Assembly Occupancy)	Low Risk (Propane Leak)
Command +Aide	2	1	1
Safety	1	1	1
HAZ-MAT Tech FF's	4	4	3
Decon and assist	3	0	
Boat 1 (Engine)	3	3	
Boat 2	3	0	
EMS crew	2	2	2
<b>Total</b>	<b>18</b>	<b>11</b>	<b>7</b>

## Risk Classification and Categorization

Risk classifications and categorizations were performed for the main areas of service provided by Ponce Inlet Fire Rescue (fire suppression, emergency medical services, hazardous materials, and technical rescue). Incident risks for the categories were classified by utilizing the three-axis risk assessment model described earlier.

FIRE SUPPRESSION SERVICES		
INCIDENT	SCORE	RISK
DUMPSTER FIRE	8.49	LOW
VEHICLE FIRE NO EXPOSURE	8.49	LOW
VEHICLE FIRE WITH EXPOSURE	8.49	LOW
BRUSH FIRE WITH EXPOSURE	19.80	LOW
BRUSH FIRE NO EXPOSURE	13.86	LOW
ELEVATOR EMERGENCY	19.80	LOW
POWER LINE	19.80	LOW
BOAT FIRE	13.86	LOW
FIRE OUTSIDE A STRUCTURE	13.86	LOW
BOATING ISSUE	19.59	LOW
STRUCTURE FIRE	36.77	MEDIUM
DANGEROUS CONDITIONS	26.53	MEDIUM
FIRE ALARM	26.53	MEDIUM
STRUCTURE FIRE COMMERCIAL/HIGHRISE	59.40	HIGH
STRUCTURAL COLLAPSE	73.49	HIGH
HIGH-RISE NOT SPRINKLED	59.40	HIGH
COMMERCIAL STRUCTURE SPRINKLED	73.48	HIGH
COMMERCIAL STRUCTURE NOT 73 SPRINKLED	73.48	HIGH
EXPLOSION	73.48	HIGH
STRUCTURE FIRE LIMITED ACCESS	59.40	HIGH

EMERGENCY MEDICAL SERVICES		
INCIDENT	SCORE	RISK
SNAKE BITE	8.49	LOW
STROKE/CVA	19.80	LOW
SYNCOPE/FAINTING	19.80	LOW
TRAUMATIC INJURY	19.80	LOW
UNCONSCIOUS/UNRESPONSIVE	19.80	LOW
UNKNOWN MEDICAL	19.80	LOW
HAZARDOUS CONDITION WITH INJURY	8.49	LOW
ELECTROCUTION	8.49	LOW
INHALATION OF TOXIC FUMES	8.49	LOW
SHOOTING	16.80	LOW
STABBING	16.80	LOW
EXCITED DELIRIUM	8.49	LOW
SEXUAL ASSAULT/RAPE	13.33	LOW

## PONCE INLET FIRE RESCUE

SUICIDE ATTEMPT	19.60	LOW
ANIMAL BITE	13.86	LOW
ASSAULT	13.86	LOW
BACK PAIN	13.86	LOW
BURNS	8.49	LOW
CHOKING	19.60	LOW
EYE INJURY	13.86	LOW
FIGHT	13.86	LOW
HEADACHE	13.86	LOW
HEAT/COLD EXPOSURE	8.49	LOW
HEMORRHAGE	19.80	LOW
INTOXICATION	19.80	LOW
NECK INJURY	19.80	LOW
OB/CHILDBIRTH/MISCARRIAGE	19.80	LOW
POISON/INGESTION/NON-SUICIDE	19.80	LOW
ARREST - CARDIAC OR RESPIRATORY	26.53	MEDIUM
CAR ACCIDENT	26.53	MEDIUM
CONSTRUCTION ACCIDENT	26.53	MEDIUM
DROWNING	26.53	MEDIUM
OVERDOSE	28.14	MEDIUM
OVERDOSE/INTOXICATION	28.14	MEDIUM
TRAFFIC ACCIDENT PEDESTRIAN	34.99	MEDIUM
TRAFFIC ACCIDENT PEDESTRIAN/MOTORCYCLE	34.99	MEDIUM
ABDOMINAL PAIN	25.92	MEDIUM
ALLERGIC REACTION (MEDS/INSECT)	25.92	MEDIUM
CHEST PAIN/CARDIAC	25.92	MEDIUM
DECEASED PERSON	34.99	MEDIUM
DIABETIC PROBLEMS	34.99	MEDIUM
BOAT ACCIDENT WITH INJURY	26.53	MEDIUM
FALL - UNINJURED	25.92	MEDIUM
FALL WITH INJURY	25.92	MEDIUM
CARDIAC ALERT	34.99	MEDIUM
STROKE ALERT	34.99	MEDIUM
PSYCHIATRIC PROBLEM	26.53	MEDIUM
RESPIRATORY-TROUBLE BREATHING	34.99	MEDIUM
SEIZURES/CONVULSIONS	34.99	MEDIUM
SICK PERSON	25.92	MEDIUM
MASS CASUALTY INCIDENT	73.49	HIGH
TRAUMA ALERT	53.74	HIGH

TECHNICAL RESCUE		
INCIDENT	SCORE	RISK
CONFINED SPACE	19.80	LOW
WILDERNESS SEARCH AND RESCUE	28.14	MEDIUM
TRENCH	28.14	MEDIUM
STRUCTURAL COLLAPSE	73.48	HIGH
ROPE AND RESCUE	73.48	HIGH

HAZARDOUS MATERIALS		
INCIDENT	SCORE	RISK
LESS THAN 25-GALLON FUEL SPILL	13.86	LOW
MORE THAN 25-GALLON FUEL SPILL	28.14	MEDIUM
CHLORINE SPILL	59.4	HIGH
HAZARDOUS MATERIAL SPILL	73.48	HIGH
GAS LEAK	59.4	HIGH

## H. Historical Perspective and Summary of System Performance

### Distribution Factors

Ponce Inlet Fire Rescue provides emergency services from one station in the middle of the response district: District 78. One three-person quint and one two-person ambulance respond to all requests for service - emergency and non-emergency. There are always at least five firefighters on duty, with a minimum of one paramedic on each response vehicle. Staffing is supplemented with a deputy fire chief and fire chief during the week.

Being on a barrier island, the primary access to the mainland is the four-lane high-rise bridge at Dunlawton and Atlantic Avenue, approximately two miles from the northern border of Ponce Inlet. Two main roads provide access to and from Ponce Inlet - Atlantic Avenue and Peninsula Drive. The distance from the station to the northernmost point of the coverage area is 1.7 miles: with the southern point being 1.9 miles. The total square miles of the four planning areas are 5.67 square miles. This is a combination of water and land, with the portions of the Intercoastal Waterway located in the River 1 and 2 planning areas. There are 19 road miles in Ponce Inlet and no traffic signals on any of the roadways in town.

**Table 13: Square Miles and Road Miles by Planning Area**

Planning Area	Square Miles	Road Miles
Mainland 1	0.17	3.1
Mainland 2	0.4	9.9
River 1	1.6	2.3
River 2	3.2	2.8
Ocean 1	0.1	0.3
Ocean 2	0.2	0.8

Most street miles are distributed in the Mainland 1 and 2 planning areas, as most of the residential and business property in Ponce Inlet and the primary north/south road; Atlantic Avenue located within these two planning areas. River 1 and 2 contain the next most road miles, with the second main north/south road of Peninsula Drive running through both planning areas. Ocean 1 and 2 contain most of the multifamily condominiums and beach, and minimal town roads.

### Concentration Factors

Ponce Inlet Fire Rescue is a member of the East Volusia Closest Unit response agreement. This includes Daytona Beach Shores Department of Public Safety, Port Orange Fire Rescue, Volusia County Fire Rescue, and New Smyrna Beach Fire Department as the next second, third, fourth, and fifth closest response automatic aid responders. Other close departments, South Daytona, Ormond Beach, and Daytona Beach, could be summoned under a mutual aid agreement.

Each risk classification (fire, EMS, technical rescue, and hazardous materials) has various levels (categories) of risk that require a defined set of critical tasks to be completed. The minimum complement of personnel who assembles and performs these tasks is the effective response force (ERF). Concentration is the geographic spacing of multiple

resources in an arrangement such that the ERF can arrive at the emergency scene in the timeframes established by the department to meet the community's expectations. The preceding maps represent the geographic location and area of all fire departments that are participants in the East Volusia Closest Unit Response agreement. They are presented to identify the scope of assisting fire departments Ponce Inlet can utilize in assembling an ERF.

## Reliability Factors

The reliability of protection and response resources is standard across the board. Ponce Inlet Fire Rescue is a career, full-time department with staffing 24/7, and surrounding automatic aid partners are the same. No volunteer agencies respond to any emergency calls or hazardous conditions in the Town of Ponce Inlet as a part of the initial response.

Since May 10, 2006, the Town of Ponce Inlet has participated in an Interlocal Agreement for East Volusia Local Government Fire-Rescue and Emergency Medical Services Automatic Aid and Closest Unit Response System. That agreement expired in 2023 and was replaced by the Interlocal Agreement Between the Southeast Volusia County Fire Automatic Aid. The current interlocal agreement to provide continuous fire-rescue and EMS services in times of need expires on June 1, 2031. There is no fee associated with the reciprocal agreement. Partnering governments include South Daytona, Daytona Beach Shores, Port Orange, Ponce Inlet, New Smyrna Beach, and Edgewater. Volusia County Emergency Medical Services provides automatic aid as part of its operating mission within Volusia County. VCEMS will automatically provide EMS transport services in the event the Ponce Inlet transport unit is committed, as well as locate transport resources closer to Ponce Inlet as part of its dynamic deployment model.

The following table shows the reliability of Ponce Inlet Fire Rescue in the number of incidents automatic aid partners responded to while PIFR was on another call.

**Table 14: Reliability**

	2024	2023	2022
<b>Fire Incidents</b>			
Total Incidents	90	121	102
Incidents not available for First-due	0	0	0
<i>Reliability Percentage</i>	100%	100%	100%
<b>EMS</b>			
Total Incidents	207	180	188
Incidents not available for First-due	2	0	9
<i>Reliability Percentage</i>	99%	100%	97%
<b>Technical Rescue</b>			
Total Incidents	0	0	0
Incidents not available for First-due	0	0	0
<i>Reliability Percentage</i>	NA	NA	NA
<b>HazMat</b>			
Total Incidents	2	1	0
Incidents not available for First-due	0	0	0
<i>Reliability Percentage</i>	100%	100%	NA

Though hazardous materials and technical rescue calls are very few and less than 10 per year, as discussed in the outlier policy, it is important to show these responses as they are low-frequency, high risk situations.

### Dataset Qualification

The establishment of thresholds for turnout, travel, and response times is a matter of deciding which data are to be included in an analysis and which are to be excluded. Deciding which data are to be included and which are to be excluded is not an exact science but rather an estimation that favors settling on round numbers.

The upper threshold is the highest value included in the analysis. All values above the established upper threshold are excluded from the analysis. All values equal or lower are included down to the lower threshold, which is the lowest value included to be included in the analysis. All values below the lower threshold are excluded from analysis.

For fire incidents, calls with a processing time of less than one second or more than three minutes and 32 seconds were omitted from the analysis. For EMS incidents, calls with a processing time of less than one second or more than five minutes and six seconds were omitted from the analysis.

Incident types that occur less than ten times during the reporting period are considered statistically insignificant and will not be calculated as part of the department's official dataset.

The method to qualify this data was taken from a compilation of the total call volume for a specific year. Alarm handling time (the time it takes the dispatch call center to gather the information and dispatch it to the closest or most appropriate unit or company) is the first step in the process. Turnout time is defined as how long it takes the engine or ambulance crews to physically get to the unit and start responding or on the road to the emergency location. Travel time is defined as how long it takes for the emergency personnel to arrive on the scene of the call after leaving the fire station or location at which the unit was upon dispatch. This will vary because no two addresses are exactly the same distance from the fire station, traffic moves at different speeds for different times of the day, and, on occasion, firefighters respond from a location other than the fire station (returning from a call, training). The Total Response time is alarm handling, turnout time, and travel time. Each of the preceding categories are mathematically quantified in the fact that times are compiled to arrive at the point where one can see that 90% of the time, this is how long it has taken the fire department to staff equipment and travel to the scene of the call. Alarm handling time is in the control of the Volusia County Sheriff's Office Dispatch Center and is independent of Ponce Inlet Fire Rescue.

There are other call types other than fire and EMS responses. However, for the reporting years 2022 through 2024 combined, calls for technical rescue and hazardous materials responses totaled less than ten. The low frequency of these types of incidents makes them an outlying occurrence because they are not frequent enough to gauge or justify a baseline performance table. Though hazardous materials and technical rescue incidents are not represented here, the same data points of these incident types can be measured and evaluated using the same criteria.

## Baseline Performance Tables

Low Risk Fire Suppression 90th Percentile Times Baseline Performance (all times min:sec)			2020- 2024	2024	2023	2022
<b>Alarm Handling</b>	Pick-up to Dispatch	Urban	2:44	2:27	3:13	2:30
<b>Turnout Time</b>	Turnout Time 1st Unit	Urban	1:10	1:10	00:58	1:14
<b>Travel Time</b>	Travel Time 1st Unit <b>Distribution</b>	Urban	5:16	5:09	4:28	6:39
<b>Total Response Time</b>	Total Response Time 1st Unit on Scene <b>Distribution</b>	Urban	9:37	8:48	9:14	10:22
			N=96	N=34	N=29	N=33

Medium Risk Fire Suppression 90th Percentile Times Baseline Performance (all times min:sec)			2020- 2024	2024	2023	2022
<b>Alarm Handling</b>	Pick-up to Dispatch	Urban	1:32	1:18	1:25	1:49
<b>Turnout Time</b>	Turnout Time 1st Unit	Urban	1:10	1:09	1:10	1:13
<b>Travel Time</b>	Travel Time 1st Unit <b>Distribution</b>	Urban	4:41	5:01	4:18	5:09
	Travel Time ERF <b>Concentration</b>	Urban	NA	NA	NA	NA
<b>Total Response Time</b>	Total Response Time 1st Unit on Scene <b>Distribution</b>	Urban	7:18	6:45	6:18	9:14
			N=217	N=56	N=92	N=69
	Total Response Time ERF on Scene <b>Concentration</b>	Urban	NA	NA	NA	NA
			N=0	N=0	N=0	N=0

## PONCE INLET FIRE RESCUE

High Risk Fire Suppression 90th Percentile Times Baseline Performance (all times min:sec)			2020-2024	2024	2023	2022
<b>Alarm Handling</b>	Pick-up to Dispatch	Urban	1:23	NA	NA	1:23
<b>Turnout Time</b>	Turnout Time 1st Unit	Urban	0:53	NA	NA	0:53
<b>Travel Time</b>	Travel Time 1st Unit <b>Distribution</b>	Urban	2:51	NA	NA	2:51
	Travel Time ERF <b>Concentration</b>	Urban	NA	NA	NA	NA
<b>Total Response Time</b>	Total Response Time 1 <sup>st</sup> Unit on Scene <b>Distribution</b>	Urban	4:45	NA	NA	4:45
			N=2	N=0	N=0	N=2
	Total Response Time ERF on Scene <b>Concentration</b>	Urban	NA	NA	NA	NA
			N=0	N=0	N=0	N=0

Low Risk EMS 90th Percentile Times Baseline Performance (all times min:sec)			2020-2024	2024	2023	2022
<b>Alarm Handling</b>	Pick-up to Dispatch	Urban	2:35	2:36	2:34	2:32
<b>Turnout Time</b>	Turnout Time 1st Unit	Urban	1:14	1:11	1:18	1:07
<b>Travel Time</b>	Travel Time 1st Unit <b>Distribution</b>	Urban	4:38	4:34	4:39	4:23
			7:44	7:29	7:54	7:51
<b>Total Response Time</b>	Total Response Time 1 <sup>st</sup> Unit on Scene <b>Distribution</b>	Urban	N=471	N=156	N=144	N=171

Medium Risk EMS 90th Percentile Times Baseline Performance (all times min:sec)			2020-2024	2024	2023	2022
<b>Alarm Handling</b>	Pick-up to Dispatch	Urban	2:26	2:18	2:26	2:25
<b>Turnout Time</b>	Turnout Time 1st Unit	Urban	1:03	0:55	1:05	0:49
<b>Travel Time</b>	Travel Time 1st Unit <b>Distribution</b>	Urban	4:59	5:21	4:27	4:33
			8:02	8:29	7:38	8:32
<b>Total Response Time</b>	Total Response Time 1 <sup>st</sup> Unit on Scene <b>Distribution</b>	Urban	N=84	N=24	N=32	N=28

High Risk EMS 90th Percentile Times Baseline Performance (all times min:sec)			2020- 2024	2024	2023	2022
<b>Alarm Handling</b>	Pick-up to Dispatch	Urban	2:34	2:07	2:26	3:20
<b>Turnout Time</b>	Turnout Time 1st Unit	Urban	1:20	1:24	00:47	1:16
<b>Travel Time</b>	Travel Time 1st Unit <b>Distribution</b>	Urban	4:48	3:56	5:59	7:28
	Travel Time ERF <b>Concentration</b>	Urban	7:38	5:23	NA	NA
<b>Total Response Time</b>	Total Response Time 1st Unit on Scene <b>Distribution</b>	Urban	08:43	5:23	9:19	10:04
			N=67	N=8	N=4	N=8
	Total Response Time ERF <b>Concentration</b>	Urban	11:05	NA	11:05	NA
			N=1	N=0	N=1	N=0

Hazardous materials and technical rescue incident types were not presented here due to the number of incidents falling below the threshold identified in the department's data outlier policy. Though they do not appear, these incident types' data can be extracted and measured.

## **I. Evaluation of Service Delivery**

### **Performance Objectives – Benchmarks**

#### **Fire Suppression Services Program**

For 90 percent of all fires, the total response time for the arrival of the first due unit, staffed with 5 firefighters, shall be **8 minutes and 30 seconds** within the Ponce Inlet Fire Rescue service area. The total response time benchmark shall be based on NFPA 1710 (6 minutes 30 seconds), with adjustments made to reflect the geographic characteristics and roadway network of the Town of Ponce Inlet. The first-due unit for all risk levels shall be capable of providing 500 gallons of water and 1,250 gallons per minute (GPM) pumping capacity. Initiating command, requesting additional resources, establishing and advancing an attack line flowing a minimum of 150 GPM, establishing an uninterrupted water supply, containing the fire, rescuing at-risk victims, and performing salvage operations. These operations shall be done in accordance with departmental standard operating guidelines while providing for the safety of the responders and the general public. The additional **two minutes** account for the unique geographic challenges of Ponce Inlet, a peninsular barrier island community accessible by a single main roadway with limited ingress and egress routes. These factors, combined with seasonal population fluctuations, narrow residential streets, and distance from automatic-aid partners, create inherent travel time constraints that differ from those of a centrally located urban area.

#### **Low Risk Fire**

For 90 percent of all fires, the total response time for the arrival of the effective response force (ERF) staffed with 5 firefighters shall be **8 minutes and 30 seconds** within the Ponce Inlet Fire Rescue service area. The first-due unit for all risk levels shall be capable of providing 500 gallons of water and 1,250 gallons per minute (GPM) pumping capacity. Initiating command, requesting additional resources, establishing and advancing an attack line flowing a minimum of 150 GPM, establishing an uninterrupted water supply, containing the fire, rescuing at-risk victims, and performing salvage operations. These operations shall be done in accordance with departmental standard operating guidelines while providing for the safety of the responders and the general public. Benchmark times are based on NFPA 1710,

#### **Medium Risk Fire**

For 90 percent of all fires, the total response time for the arrival of the effective response force (ERF) staffed with 15 firefighters shall be **12 minutes and 30 seconds** within the Ponce Inlet Fire Rescue service area. The ERF shall be capable of providing 500 gallons of water and 1,250 gallons per minute (GPM) pumping capacity. Initiating command, requesting additional resources, establishing and advancing an attack line flowing a minimum of 150 GPM, establishing an uninterrupted water supply, containing the fire, rescuing at-risk victims, and performing salvage operations. These operations shall be done in accordance with departmental standard operating guidelines while providing for the safety of the responders and the general public.

#### **High Risk Fire**

For 90 percent of all fires, the total response time for the arrival of the effective response force (ERF) staffed with 31 firefighters shall be **19 minutes** within the Ponce Inlet Fire Rescue service area. The ERF shall be capable of

establishing command, appointing an incident safety officer, establishing a rapid intervention team (RIT), establishing and advancing an attack and backup line for fire control, establishing an uninterrupted water supply, containing the fire, rescuing at-risk victims, completing forcible entry, ventilation of the structure, controlling utilities, and performing salvage operations. The ERF shall also be capable of placing elevated streams into service from aerial devices. These operations shall be done in accordance with departmental standard operating guidelines while providing for the safety of the responders and the general public.

*\*\* The ERF time specified considers the PIFR procedure of filling the alarm with an additional suppression and rescue as soon as the first arriving unit arrives on scene to acknowledge the incident as an actual “working fire.” This additional staffing request is automatic within the dispatch program, and the ERF is only considered complete when the additional resources arrive on scene to meet the above requirements.*

### **Emergency Medical Service Program**

For 90 percent of all EMS responses, the total response time benchmark shall comply with NFPA 1710 (6 minutes), for the arrival of the first-due unit, staffed with a minimum of 3 firefighters, shall be **8 minutes** within the PIFR service area. The first-due unit shall be capable of assessing scene safety and establishing command, sizing up the need for additional resources, patient assessment, including vital signs and medical history, and BLS and ALS interventions, including external defibrillation, EKG, and airway monitoring. The additional **two minutes** beyond NFPA 1710 baseline times account for Ponce Inlet's geographic location as a peninsular barrier island community, with a single primary access route (South Atlantic Avenue) extending more than four miles from the nearest mutual-aid agencies in Daytona Beach Shores and Port Orange. Travel constraints, seasonal traffic, and limited alternate routing contribute to longer response intervals, particularly during peak tourism months.

#### **Low Risk EMS**

For 90 percent of all low-risk EMS responses, the total response time for the first-due arrival, staffed with a minimum of 3 firefighters, shall be **8 minutes** within the PIFR's service area. The first-due unit shall be capable of assessing scene safety and establishing command, sizing up the need for additional resources, patient assessment, including vital signs and medical history, and BLS and ALS interventions, including external defibrillation, EKG and airway monitoring, and patient transport.

#### **Medium Risk EMS**

For 90 percent of all medium-risk EMS responses, the total response time for the first-due arrival, staffed with a minimum of 4 firefighters, shall be **8 minutes** within the PIFR's service area. The first-due unit shall be capable of assessing scene safety and establishing command, sizing up the need for additional resources, patient assessment, including vital signs and medical history, and BLS and ALS interventions, including external defibrillation, EKG and airway monitoring, and patient transport.

#### **High Risk EMS**

For 90 percent of all high-risk EMS responses, the total response time for the first-due arrival, staffed with a minimum of 5 firefighters, shall be **8 minutes** within the PIFR's service area. The first-due unit shall be capable of assessing scene safety and establishing command, sizing up the need for additional resources, patient assessment, including

vital signs and medical history, and BLS and ALS interventions, including external defibrillation, EKG and airway monitoring, and patient transport.

### Technical Rescue Services Program

For 90 percent of all technical rescue incidents, the total response time for the arrival of the first-due unit, staffed with 3 firefighters, 1 driver engineer, and 1 officer, shall align with NFPA 1710 (2020 Edition) standards, adjusted to reflect the geographic isolation of the Town of Ponce Inlet and the reliance on regional specialty resources and be: **8 minutes and 30 seconds** in urban areas. The first-due unit shall be capable of establishing command; sizing up to determine if a technical rescue response is required; requesting additional resources; and providing basic life support to any victim without endangering response personnel.

For 90 percent of all technical rescue incidents, the total response time for the arrival of the effective response force (ERF), including the technical response team, staffed with 12 firefighters and officers, shall be: **15 minutes** in urban areas. The ERF shall be capable of appointing a site safety officer; establishing patient contact; staging and apparatus setup; providing technical expertise, knowledge, skills, and abilities during technical rescue incidents; and providing first responder medical support. The additional 2-minute travel adjustment reflects Ponce Inlet's single north-south corridor (South Atlantic Avenue), limited access to mutual-aid partners across the Dunlawton Causeway, and the travel delays inherent to a peninsular barrier-island community.

### Hazardous Materials Services Program

For 90 percent of all hazardous materials response incidents, the total response time for the arrival of the first-due unit, staffed with 3 firefighters, 1 driver engineer, and 1 officer, shall align with NFPA 1710 (2020 Edition) standards, adjusted to reflect the geographic isolation of the Town of Ponce Inlet and the reliance on regional specialty resources and be: **8 minutes and 30 seconds** in urban areas. The first-due unit shall be capable of establishing command; sizing up and assessing the situation to determine the presence of a potential hazardous material or explosive device; determining the need for additional resources; estimating the potential harm without intervention; and begin establishing a hot, warm, and cold zone. The additional 2-minute travel adjustment reflects Ponce Inlet's single north-south corridor (South Atlantic Avenue), limited access to mutual-aid partners across the Dunlawton Causeway, and the travel delays inherent to a peninsular barrier-island community.

For 90 percent of all hazardous materials response incidents, the total response time for the arrival of the effective response force (ERF), including the hazardous materials response team, staffed with 11 firefighters and officers, shall be: **14 minutes** in urban areas. The ERF shall be capable of providing the equipment, technical expertise, knowledge, skills, and abilities to mitigate a hazardous materials incident in accordance with department standard operating guidelines.

## Performance Objectives – Baselines

### Fire Suppression Services Program

The department's baseline statements reflect actual performance from 2022 to 2024. The department relies on the use of automatic or mutual aid from neighboring fire departments to provide its effective response force complement of personnel. These resources are immediately available as part of a seamless response system. The department's actual baseline service level performance is as follows:

#### Low Risk Fire

For 90 percent of all low-risk fire suppression incidents, the total response time for the arrival of the first-due response force staffed with 5 firefighters is **7 minutes and 14 seconds** within the Ponce Inlet Fire Rescue service area. The first-due unit for all risk levels shall be capable of providing 500 gallons of water and 1,250 gallons per minute (GPM) pumping capacity, initiating command, requesting additional resources, establishing and advancing an attack line flowing a minimum of 150 GPM, establishing an uninterrupted water supply, containing the fire, rescuing at-risk victims, and performing salvage operations. These operations are done in accordance with departmental standard operating guidelines while providing for the safety of the responders and the general public.

#### Medium Risk Fire

For 90 percent of all medium risk fire suppression incidents, the total response time for the arrival of the first-due response force staffed with 5 firefighters is **10 minutes and 06 seconds** within the Ponce Inlet Fire Rescue service area. The first-due unit for all risk levels shall be capable of providing 500 gallons of water and 1,250 gallons per minute (GPM) pumping capacity, initiating command, requesting additional resources, establishing and advancing an attack line flowing a minimum of 150 GPM, establishing an uninterrupted water supply, containing the fire, rescuing at-risk victims, and performing salvage operations. These operations are done in accordance with departmental standard operating guidelines while providing for the safety of the responders and the general public. Ponce Inlet Fire Rescue had a statistically insignificant number of medium-risk fire incidents requiring an effective response force; therefore, no baseline performance data is provided here.

#### High Risk Fire

Ponce Inlet Fire Rescue had a statistically insignificant number of High-Risk fire incidents requiring first due or effective response force; therefore, no baseline performance data is provided here.

*\*\* The ERF time specified considers the PIFR procedure of filling the alarm with an additional suppression and rescue as soon as the first arriving unit arrives on scene to acknowledge the incident as an actual “working fire.” This additional staffing request is automatic within the dispatch program, and the ERF is only considered complete when the additional resources arrive on scene to meet the above requirements.*

### Emergency Medical Services Program

The department's baseline statements reflect actual performance from 2022 to 2024. The department relies on the use of automatic or mutual aid from neighboring fire departments to provide its effective response force complement of

personnel. These resources are immediately available as part of a seamless response system. The department's actual baseline service level performance is as follows:

### **Low Risk EMS**

For 90 percent of all low-risk EMS responses, the total response time for the first-due arrival, staffed with a minimum of 3 firefighters, is **7 minutes and 57 seconds** within the PIFR's service area. The first-due unit is capable of assessing scene safety and establishing command, sizing up the need for additional resources, patient assessment, including vital signs and medical history, and BLS and ALS interventions, including external defibrillation, EKG and airway monitoring, and patient transport.

### **Medium Risk EMS**

For 90 percent of all medium-risk EMS responses, the total response time for the first-due arrival, staffed with a minimum of 4 firefighters, is **8 minutes and 02 seconds** within the PIFR's service area. The first-due unit is capable of assessing scene safety and establishing command, sizing up the need for additional resources, patient assessment, including vital signs and medical history, and BLS and ALS interventions, including external defibrillation, EKG and airway monitoring, and patient transport.

### **High Risk EMS**

For 90 percent of all high-risk EMS responses, the total response time for the first-due arrival, staffed with a minimum of 5 firefighters, is **8 minutes and 43 seconds** within the PIFR's service area. The first-due unit can assess scene safety and establishing command, sizing up the need for additional resources, patient assessment, including vital signs and medical history, and BLS and ALS interventions, including external defibrillation, EKG and airway monitoring, and patient transport. Ponce Inlet Fire Rescue had a statistically insignificant number of high-risk EMS incidents requiring an effective response force; therefore, no baseline performance data is provided here.

### **Technical Rescue Services Program**

Ponce Inlet Fire Rescue had a statistically insignificant number of technical rescue incidents requiring first due or effective response force; therefore, no baseline performance data is provided here.

### **Hazardous Materials Services Program**

Ponce Inlet Fire Rescue had a statistically insignificant number of hazardous materials incidents requiring first due or effective response force; therefore, no baseline performance data is provided here.

## Performance Gaps – Baseline to Benchmark Time Gap

## Fire Suppression Services Program

2022 - 2024 Low Risk Fire Suppression Response Times				
1st/ERF	Urban/Rural	Baseline	Benchmark	Gap
1st Due	Urban	7:14	8:30	01:16
		N=96		

2022 - 2024 Medium Risk Fire Suppression Response Times				
1st/ERF	Urban/Rural	Baseline	Benchmark	Gap
1st Due	Urban	10:06	8:30	<b>01:36</b>
		n=217		
ERF	Urban	NA	NA	<b>NA</b>
		n=0		

## Emergency Medical Services Program

2022-2024 Low Risk EMS Response Times				
1st/ERF	Urban/Rural	Baseline	Benchmark	Gap
1st Due	Urban	7:57	8:00	00:03
		n=471		

2022 - 2024 Medium Risk EMS Response Times				
1st/ERF	Urban/Rural	Baseline	Benchmark	Gap
1st Due	Urban	08:02	8:00	00:02
		n=84		

2022 - 2024 High Risk EMS Response Times				
1st/ERF	Urban/Rural	Baseline	Benchmark	Gap
1st Due	Urban	08:43	8:00	00:43
		n=21		
ERF	Urban	NA	NA	NA
		n=1		

## Community Areas for Program Delivery and Coverage Improvement

Ponce Inlet Fire Rescue is located in the middle of the town, which is an equal distance in both directions when responding to calls. While the location of the fire station is desired for its equidistance north and south, Ponce Inlet is located at the end of a remote peninsula. Assembly of an ERF for high-risk fire and EMS incidents can be challenging. Adding a minimum of one firefighter per 24-hour shift would significantly increase fire and EMS critical tasking capabilities. While not all critical tasks would be completed by the additional staff, incident commanders would have more options and resources to better implement high-priority assignments while the ERF is assembling.

## Recommendations for Improved Effectiveness in Deployment and Coverage

The alarm handling time from the time of call received to the time of dispatch needs improvement. This service is provided by the Volusia County Sheriff's Office, which functions as an independent service provider. Ponce Inlet, nor other fire department, has a service agreement in place. 911 and fire dispatch service is provided free from Volusia County. It currently takes over three minutes to get a call processed and dispatched to the fire department. Ponce Inlet Fire staff is and will continue to work with the Sheriff's Office dispatch center to improve call processing times for all department incident types.

Also, the department will work with the crews to improve en route time by practicing deployment drills and analyzing physical and procedural impediments. An increased focus on knowledge of the town streets and the use of in-vehicle technology will help decrease the delay in identifying the location of the incident by the current reliance on finding a location on a physical map in the fire station.

## J. Performance Maintenance and Improvement Plans

### Compliance Team / Responsibility

Ponce Inlet Fire Rescue (PIFR), through the development of the community risk assessment, has completed an extensive evaluation of the community's risk and the performance of the PIFR's ability to meet those risks. This process is the first step in PIFR's pursuit of continuous improvement. This self-assessment process will be evaluated annually to ensure that it produces measurable results that follow the PIFR's level of performance and service.

### Performance Evaluation and Compliance Strategy

To ensure the agency is meeting current service level objectives, continuous monitoring of service level baselines must be conducted on a regular basis. The Compliance Team, composed of the deputy fire chief and accreditation manager, will review service level baselines monthly. Included in the review shall be a summary of the results of the service level objectives, a comparison of current results to previous results and calculations of the difference in results between time periods. The deputy fire chief will also present the fire chief with a quarterly performance report during quarter meetings. This report will also be shared with all members of the organization.

## Compliance Verification Reporting

PIFR Compliance Team Service response demands to be evaluated:

- The number of responses and baseline performance by service program within each geographic planning zone.
- The number of responses and baseline performance by service program and risk category within each geographic planning zone.
- The number of responses and baseline performance by service program within each emergency response zone
- The number of responses and baseline performance by service program and risk category within each emergency response zone.
- Annual performance gap analysis by service program and risk category by the entire service area.

## **Continuous Improvement Strategy**

The continuous improvement of the strategies taken to increase the response time and performance of the PIFR is an ongoing adjustment. Being well located in the middle of the town, PIFR has an equal distance to respond north and south in a timely manner. The constant improvement in the crew's response time is a constant improvement. Each crew must monitor themselves on responding quickly when the initial call is received. Constantly working on improving response times for each shift will improve the overall response time for the department as a whole. Monthly evaluation of response time will be given out by the fire chief to keep crews apprised of their performance. This allows each shift to evaluate where they stand and on what they need to improve.

To aid in the collection and presentation of this information, the Compliance Team will work as a group to assemble all required information and assist the fire chief in the interpretation of data and considerations for improvement toward achieving targets (benchmarks). The final report will be presented to the town council by the fire chief annually.



## **COMMUNITY RISK ASSESSMENT/STANDARDS OF COVER**



**Town of Ponce Inlet  
Town Council  
Regular Meeting Minutes  
January 15, 2026**

1    1. **CALL TO ORDER:** Pursuant to proper notice, Mayor Paritsky called the meeting to order  
2 at 2:00 p.m. in the Council Chambers at 4300 South Atlantic Avenue, Ponce Inlet, Florida.

3  
4    2. **PLEDGE OF ALLEGIANCE:** Mayor Paritsky led the Pledge of Allegiance.

5  
6    3. **ROLL CALL:**

7    **Town Council:**

8    Mayor Paritsky, Seat #1  
9    Councilmember Milano, Seat #2  
10   Councilmember White, Seat #3  
11   Councilmember Villanella, Seat #4  
12   Vice-Mayor Smith, Seat #5

13   **Staff Members Present:**

14   Ms. Alex, Cultural Services Manager  
15   Mr. Barber, IT Technician  
16   Ms. Cherbano, Town Clerk  
17   Mr. Disher, Town Manager  
18   Mr. Dunlap, Acting Public Works Director  
19   Ms. Gatrost, Public Works Office Manager  
20   Ms. Gjessing, Deputy Town Clerk  
21   Chief Glazier, Police Chief  
22   Ms. Hall, Assistant Finance Director  
23   Ms. Hugler, Fire Department Office Manager/PIO  
24   Mr. Lear, Planning & Development Director  
25   FF Lord, Firefighter EMT  
26   Ms. Rippey, Principal Planner  
27   Chief Scales, Public Safety Director  
28   Attorney Smith, Town Attorney

31   4. **ADDITIONS, CORRECTIONS, OR DELETIONS TO THE AGENDA:** Item 13-A  
32 was modified as Item 13-A-1 and Item 13-A-2.

33  
34   Mayor Paritsky moved to approve the agenda as amended; seconded by Councilmember  
35   Villanella. The motion PASSED 5-0, consensus.

36  
37   5. **CITIZENS PARTICIPATION:** Mayor Paritsky explained amendments made to the  
38 citizens participation forms and encouraged residents to reach out to staff and Council anytime  
39 they have questions, concerns, or suggestions. Citizens participation was opened – Ms. Bonni  
40 Carney, 38 Coastal Oaks Circle, commented on legal and personnel concerns, and stated her

41 husband has not received follow-up from the last regularly scheduled meeting where he raised  
42 similar concerns. She urged the Council to enforce managerial oversight and accountability. Mayor  
43 Paritsky closed citizens participation.

44

## 45 **6. PROCLAMATIONS, PRESENTATIONS, AND AWARDS:**

46

47 **A. Recognition of Ms. Amy Wurst for her service on the Essential Services**  
48 **Advisory Board.** – Mayor Paritsky presented Ms. Amy Wurst with a certificate of appreciation  
49 recognizing her service on the Essential Services Advisory Board from September 2023 through  
50 December 2025.

51

52 **B. Recognition of Ms. Soraya Vanderbeek for her service on the Planning Board.**  
53 – Mayor Paritsky recognized Ms. Soraya Vanderbeek's service on the Planning Board from  
54 December 2024 through December 2025 with a certificate of appreciation.

55

56 **C. Update from Team Volusia.** – Mr. Keith Norden, President and CEO of Team  
57 Volusia, provided a PowerPoint presentation on the goals, commitments, and updates from the  
58 Team Volusia Economic Development Corporation (TVEDC). TVEDC works on strategic  
59 Volusia County economic development activities and business recruitment initiatives. He  
60 reviewed the seven target sectors the organization focuses on and explained the funding processes.  
61 Mr. Norden provided statistics from 2025, noting there were over 100 projects in different stages  
62 of completion. He reviewed outreach activity throughout the last year and highlighted major  
63 project successes including the establishment of Amazon, Boeing, and Aura Aero centers. He  
64 stated that within the first three quarters of 2025, roughly 600 outreach appointments occurred. He  
65 provided a list of industry developments in the area from 2021-2023, and he reviewed marketing  
66 efforts taken by TVEDC.

67

68 **D. Update on Living Shorelines project within Ponce Preserve.** – Ms. Kelli McGee,  
69 Executive Director of Riverside Conservancy, provided an update on the Living Shorelines project  
70 within Ponce Preserve.. She described the program and informed the Council on the nature of the  
71 restoration, the goals of the project, and the timeline of completion. Ms. McGee provided  
72 photographs of the project's progress and stated the project has been successful with new oyster  
73 modules growing rapidly. Ms. McGee discussed the benefits of public and private partnerships to  
74 create living shorelines and thanked the Town for its support.

75

76 **E. Mayor's Proclamation report.** – Mayor Paritsky presented a Proclamation  
77 declaring the month of February 2026 as *Black History Month*, recognizing the contributions and  
78 extraordinary achievements that Black Americans have made throughout history. She also  
79 presented a Proclamation declaring February 22, 2026 as *World Encephalitis Day* to encourage  
80 residents to raise awareness of this neurological condition. Ms. Kat Atwood, accompanied by her  
81 husband Ken Atwood, provided information on encephalitis, and they described how the condition  
82 has impacted their lives. She expressed her gratitude for the Town's support and stated there will  
83 be an organized half-mile walk known as "The Kat Walk" which raises funds for encephalitis  
84 research. This year's Kat Walk will be held on November 14, 2026, and she encouraged everyone  
85 to attend. Ms. Atwood explained how awareness has provided resources for undiagnosed

86 individuals; she recounted experiences talking to others with the same diagnosis; and she explained  
87 how continued promotion of the condition may support future medical advancements.  
88

89 **F. Recognition of Jeffrey Lord for being selected as Ponce Inlet Employee of the**  
90 **Year, along with appreciation for all other nominees.** – Mr. Disher recognized Ms. Lindsay  
91 Gatrost, Public Works Office Manager, and Ms. Patty Rippey, Principal Planner, as this year's  
92 runners' up for employee of the year. He announced that Mr. Jeffrey Lord, Firefighter, has been  
93 selected as the Ponce Inlet Employee of the Year, and provided him with a plaque in  
94 commemoration. Mr. Disher provided a history of Firefighter Lord's employment with the Town  
95 and stated he is known for his strong work ethic and selfless approach.  
96

97 **7. CONSENT AGENDA:** Mayor Paritsky asked if there was any item Council would like to  
98 remove from the consent agenda; there were no requests. Mayor Paritsky asked if there were any  
99 requests from the public – there were none.  
100

- 101 **A. Request to declare police vehicle as surplus property.**
- 102 **B. Renewal of Volusia County Mutual Aid Agreement.**
- 103 **C. Approval of the Town Council Special meeting minutes – December 10, 2025.**
- 104 **D. Approval of the Town Council Regular meeting minutes – December 18, 2025.**

105 *Mayor Paritsky moved to approve the Consent Agenda as presented; seconded by Councilmember*  
106 *White. The motion PASSED 5-0, consensus.*  
107

108 **8. OLD/NEW BUSINESS ITEMS PREFERRED AT THE BEGINNING OF THE**  
109 **MEETING:**

110 **A. Second Amended and Restated License, Maintenance, and Easement**  
111 **Agreement with the Ponce Inlet Veterans Memorial Association.** – Mr. Lear stated the  
112 amendments to the agreement seek to authorize a limited expansion of the Veteran's Memorial  
113 located within Kay and Ayres Davies Lighthouse Park, which is a Town-owned public park located  
114 at 4933 South Peninsula Drive. The proposed amendments would further reaffirm the maintenance  
115 obligations, safety requirements, and applicable approval processes for improvements constructed  
116 on Town property. Mr. Lear reviewed the deed restrictions for the property; the history of  
117 agreements made between the Ponce Inlet Veterans Association and the Town; and described the  
118 current memorial site. He explained the conditions of the amendment and thanked the Veteran's  
119 Memorial Association for its assistance. Mayor Paritsky asked the Council to consider an  
120 additional paragraph after the maintenance responsibilities regarding permitting and code  
121 compliance obligations. Mayor Paritsky opened public participation – Mr. Mark Oebbecke, 4758  
122 South Peninsula Drive, President of the Ponce Inlet Veteran's Memorial Association, stated he  
123 does not foresee an issue with accepting the additional provision requested by the Mayor. Mayor  
124 Paritsky closed public participation.  
125

131 Councilmember Milano made a motion to approve the Second Amended and Restated License,  
132 Maintenance, and Easement Agreement between the Town of Ponce Inlet and the Ponce Inlet  
133 Veteran's Association, with the addition of a provision regarding permitting and code compliance  
134 obligations, and authorization for the Mayor and Town Clerk to execute and record the agreement;  
135 seconded by Councilmember White. The motion PASSED, 5-0 with the following vote:  
136 Councilmember Milano – yes; Councilmember White – yes; Mayor Paritsky – yes; Councilmember  
137 Villanella – yes; Vice-Mayor Smith – yes.

138

139 **9. PUBLIC HEARINGS / QUASI-JUDICIAL MATTERS: None.**

140

141 **10. PUBLIC HEARINGS / NON-QUASI-JUDICIAL MATTERS: None.**

142

143 **11. ORDINANCES (FIRST READING) AND RESOLUTIONS:**

144

145 **A. Resolution 2026-01.** Attorney Smith read Resolution 2026-01 by title only. A  
146 **RESOLUTION OF THE TOWN OF PONCE INLET, VOLUSIA COUNTY, FLORIDA,**  
147 **URGING MEMBERS OF THE FLORIDA LEGISLATURE TO SUPPORT THE 2026**  
148 **FLORIDA LEAGUE OF CITIES' LEGISLATIVE PLATFORM; PROVIDING FOR**  
149 **SEVERABILITY; PROVIDING FOR CONFLICTING RESOLUTIONS; AND**  
150 **PROVIDING AN EFFECTIVE DATE.** – Mayor Paritsky explained this resolution supports the  
151 Florida League of Cities' 2026 legislative platform, which is focused this year on identifying  
152 significant impacts on municipal governance. She explained the advocacy process throughout the  
153 legislative session and detailed some noteworthy bills. Councilmember White questioned how the  
154 Town could provide focused support on locally impacting bills; for example, HB 605, which  
155 prohibits the use of public funds by political subdivisions. A brief discussion ensued regarding HB  
156 and how it could relate to the First Step Shelter. Mayor Paritsky urged everyone to advocate  
157 to their legislative delegates and committee chairs in opposition of bills they see potential harm  
158 from. Councilmember White commented on informational webinars hosted through the Florida  
159 League of Cities. Mayor Paritsky highlighted trends in this legislative session including threats to  
160 home rule and unfunded mandates. Mayor Paritsky opened public participation – Ms. Bonni  
161 Carney, 38 Coastal Oaks Circle, noted the voter percentage of the last gubernatorial election and  
162 her belief that the majority of citizens voted in favor of what the League of Cities is advocating  
163 against. Mr. Robert Bullard, 4802 South Peninsula Drive, commented on the fire vulnerability of  
164 older, multi-family, or high-rise buildings, which he stated is a continually overlooked statewide  
165 issue. He suggested providing training on the use of fire extinguishers to the public. Mayor Paritsky  
166 closed public participation.

167

168 Councilmember White moved to approve Resolution 2026-01 as presented; seconded by  
169 Councilmember Villanella. The motion PASSED, 5-0 with the following vote: Councilmember  
170 White – yes; Councilmember Villanella – yes; Mayor Paritsky – yes; Councilmember Milano –  
171 yes; Vice-Mayor Smith – yes.

172

173 **B. Resolution 2026-02.** Attorney Smith read Resolution 2026-02 by title only. A  
174 **RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PONCE INLET,**  
175 **VOLUSIA COUNTY, FLORIDA ADOPTING THE GOALS OF THE TOWN FOR**  
176 **FISCAL YEARS 2025-2026 AND 2026-2027; PROVIDING FOR SEVERABILITY;**

177 **PROVIDING FOR CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN**  
178 **EFFECTIVE DATE.** – Mr. Dishier explained that the Town Council goals were reviewed at the  
179 December 18, 2025 Town Council meeting, where the Town Council members provided feedback;  
180 their feedback has been incorporated within these presented goals. Councilmember Milano  
181 commended the Council on the thorough discussion regarding the goals at the last meeting. Mayor  
182 Paritsky opened public participation – hearing none, public participation was closed.  
183

184 *Councilmember Villanella moved to approve Resolution 2026-02 as presented; seconded by*  
185 *Councilmember Milano. The motion PASSED, 5-0 with the following vote: Councilmember*  
186 *Villanella – yes; Councilmember Milano – yes; Mayor Paritsky – yes; Councilmember White –*  
187 *yes; Vice-Mayor Smith – yes.*

188 **12. OLD BUSINESS:** *None.*

189 **13. NEW BUSINESS:**

190 **A. Ponce Inlet Community Center, Inc. (PICCI).**

191 **1. Presentation by Mr. Mark Oebbecke on PICCI's Annual Report.** – Mr. Mark  
192 Oebbecke, President of the Ponce Inlet Community Center, Inc. Board of Trustees, provided a  
193 PowerPoint presentation elaborating on the purpose and use of the community center. He stated  
194 that the purpose of the community center is to provide a place for residents to gather for programs,  
195 activities, and Town events, and described different functions held throughout the year. He  
196 summarized some of the achievements and improvements made last year and elaborated on the  
197 upcoming year's goals. Ms. Lynn Hibbert, Treasurer, provided a review of the community center's  
198 finances and budget for FY 2025-2026. Councilmember White asked if the event rentals were a  
199 combination of residential and out-of-town rentals; Ms. Hibbert confirmed it was. Councilmember  
200 Milano described a recent occurrence where limited parking was available at the community center  
201 due to conflicting events; he also posed questions regarding the rental fee difference between  
202 different organizations. Mr. Oebbecke explained that the Salty Church was afforded a discounted  
203 rental rate for the year due to their substantial donation of new audio-visual (AV) equipment and  
204 new fans in the center; beginning this year, their fee will be reevaluated. Councilmember Milano  
205 and Mr. Oebbecke further discussed rental rates, parking, and event scheduling. Mayor Paritsky  
206 opened public participation – Ms. Delphine Pinet, 4 Beacon Court, respectfully disagreed with  
207 Councilmember Milano, stating that from the perspective of a vendor at the Farmer's Market, there  
208 is no concern regarding the Salty Church services occurring at the same time as the Market. Ms.  
209 Judy DiCarlo, 32 Caribbean Way, voiced support for the community center, but suggested PICCI  
210 provide itemized budget reports so that residents may evaluate the operational needs. She also  
211 vocalized concerns regarding parking and suggested marketing should be geared more towards  
212 resident use. Mayor Paritsky closed public participation. A brief discussion regarding operational  
213 expenses, transparency of finances, and use of the community center ensued.  
214

215 **2. Discussion – Draft Addendum to Ponce Inlet Community Center, Inc. Lease**  
216 **Agreement.** – Mayor Paritsky requested clarification whether the PICCI is a not-for-profit or non-  
217 profit organization. Ms. Hibbert clarified that on the federal level, the PICCI is a non-profit  
218 501(c)(4), and at the state level, they are categorized as a not-for-profit organization. Mayor

223 Paritsky opened public participation – Ms. Bonni Carney, 38 Coastal Oaks Circle, commented on  
224 the Farmer’s Market location, advised caution regarding discounts to a religious organization, and  
225 noted fiscal responsibility as it relates to future feasibility discussion regarding the location of the  
226 fire station and community center. Mayor Paritsky closed public participation. Councilmember  
227 Milano provided a personal account of separation of church and state guidelines, and Attorney  
228 Smith provided additional comments on the matter. Mayor Paritsky stated the addendum to the  
229 lease agreement is sought to align the terms between PICCI and the Town with current obligations.  
230 Other considerations include, but are not limited to, evaluating the balance between community  
231 benefit and revenue generation, assessing offsite and onsite impacts of activities, and consideration  
232 of how future feasibility design plans could impact the community center’s facility and operations.  
233 Mayor Paritsky elaborated on the preparations that went into consideration of the drafted  
234 addendum to the lease agreement. She requested the Council review the clauses to ensure they  
235 address the lease terms, use of the premises, and the Town’s intent. Councilmember White  
236 commented on the maintenance obligations and Councilmember Milano complimented the PICCI  
237 volunteers. A brief discussion followed regarding terms of the lease agreement; the difference  
238 between an operational lease agreement versus the one being considered; a consensus was made  
239 to provide proper time for the PICCI Board to review. Mayor Paritsky opened public participation  
240 – Mr. Joe DiCarlo, 32 Caribbean Way, suggested microphone users speak clearly into the mic but  
241 at a distance to prevent audio feedback for the audience. Mayor Paritsky closed public  
242 participation. A brief discussion on the timeline for review occurred.  
243

244 Council consensus to bring back this item for approval at a future Town Council meeting after the  
245 PICCI Board has had an opportunity to review.

246  
247 **B. Proposed proclamation supporting the “One Water” approach to water**  
248 **management.** – Mayor Paritsky explained she is seeking continued support for water conservation  
249 efforts. The Utilities, Natural Resources, and Public Works (UNRPW) Committee of the Florida  
250 League of Cities considered a policy entitled the “One Water” approach, and this initiative  
251 embodies the concept that all types of water resources are inherently interconnected components  
252 of a single, continuous system. Mayor Paritsky opened public participation – hearing none, public  
253 participation was closed.  
254

255 Council consensus for approval of the Proclamation supporting the “One Water” approach and  
256 Florida’s commitment to sustainable and integrated water resource management.

257  
258 **C. Task Assignment with P.L.U.S., LLC. for the architectural and engineering**  
259 **design of Public Works Building “B”.** – Chief Scales explained that the design of Building “B”  
260 and associated site improvements is estimated to cost around \$108,094, and P.L.U.S., LLC. was  
261 selected to complete the design from the Town’s continuing architectural services contracts.  
262 Councilmember White commented on the total funds set aside for the project; the whereabouts of  
263 the unused funds from the last fiscal year; and the amount foreseeably leftover for completion of  
264 the project. Mr. Disher explained the unused funds from the previous fiscal year were put into  
265 reserves versus being carried over to the current fiscal year due to the anticipation of an earlier  
266 start date. A discussion ensued regarding the feasibility of completing the project with the  
267 remaining funds; project priorities within the current fiscal year, and options for the construction  
268 of Building “B”. Due to a restriction on funds, the Councilmembers and staff re-evaluated the

269 needs and priorities of the project which could most accurately, cost-effectively, and expediently  
270 produce the necessary results. Councilmember White and Chief Scales recommended gathering  
271 updated quotes that align with the project's needs. Mayor Paritsky opened public participation –  
272 Ms. Bonni Carney, 38 Coastal Oaks, questioned what would be cut from the Town budget versus  
273 added to it. Mr. Peter Finch, 106 Rains Drive, questioned what the site was used for previously  
274 and its proposed usage; he suggested postponing the formal replacement of the building to another  
275 fiscal year and constructing a metal building in the interim. Mayor Paritsky closed public  
276 participation.  
277

278 *Council consensus for staff to collect updated quotes and information on a scaled-back design,*  
279 *and to bring back to a future Town Council meeting for approval.*  
280

281 **D. Task Assignment with jL2 Architecture, LLC. for the fire station feasibility**  
282 **study and conceptual design.** – Chief Scales explained the purpose of this feasibility study is to  
283 determine a definitive plan to accommodate operational needs, potential sites, existing site  
284 alternatives, probable costs, and funding strategies. This is intended to provide the Council with  
285 technical analysis and recommendations before proceeding with engineering and architectural  
286 design. He provided a history of the firm's experience and expertise on the subject matter. Mayor  
287 Paritsky opened public participation – Mr. Bill Hibbert, 4750 Riverglen Blvd, congratulated Chief  
288 Scales and the Fire Department on their recent achievement of an ISO 2 rating. Mayor Paritsky  
289 closed public participation.  
290

291 *Councilmember Milano moved to approve the Task Order with jL2 Architecture, LLC. for the*  
292 *feasibility study and conceptual design for a new fire station and options for existing building*  
293 *modifications, consistent with the established scope of work and proposal; seconded by*  
294 *Councilmember White. The motion PASSED, 5-0 with the following vote: Councilmember Milano*  
295 *– yes; Councilmember White – yes; Mayor Paritsky – yes; Councilmember Villanella – yes; Vice-*  
296 *Mayor Smith – yes.*  
297

#### 298 **14. FROM THE TOWN COUNCIL:**

  
299

300 **A. Vice-Mayor Smith, Seat #5** – Vice-Mayor Smith thanked the staff for the  
301 substantial amount of work and effort contributed toward the monthly Town Council agenda  
302 packets.  
303

304 **B. Councilmember Villanella, Seat #4** – Councilmember Villanella echoed Vice-  
305 Mayor Smith's appreciation towards staff.  
306

307 **C. Councilmember White, Seat #3** – Councilmember White stated that on behalf of  
308 the Town, he thanked the Volusia County Coastal Division and Ms. Jessica Fentress, Director, at  
309 the Volusia County Council meeting held on January 8, 2026 for their consistent work and progress  
310 on the sand placement project. He also thanked Mr. Disher and Mr. Lear for their recent meeting  
311 on the South Peninsula Sidewalk Project, and provided details regarding the location of the project,  
312 concerns that have been addressed, and the work to be completed.  
313

314           **D. Councilmember Milano, Seat #2** – Councilmember Milano gave a brief history  
315 on the South Peninsula Sidewalk Project and its intent, and he provided a personal account of a  
316 construction project completed when working in the school system. He thanked the Town Council  
317 members for their meeting on December 18, 2025 and he thanked the Ponce Inlet Veterans  
318 Association for the donation they made to the U.S. Naval Sea Cadet program at the same meeting.  
319 Councilmember Milano informed everyone of a recent medical event that occurred in Town and  
320 commended the Ponce Inlet first responders for providing fast-acting and life-saving medical  
321 attention.

322

323           **E. Mayor Paritsky, Seat #1** – Mayor Paritsky encouraged everyone to listen to a  
324 program provided by the Volusia County Roundtable of Elected Officials called *Constitutional*  
325 *Officers Day*, where numerous Volusia County officials presented highlights of what they  
326 accomplished in the previous year, and described what their department has planned for the coming  
327 year. She noted that on Saturday, February 21, 2026 there will be a *Coffee, Cake, & Conversation*  
328 with Volusia County Sheriff, Mike Chitwood, held at the Ponce Inlet Community Center. Mr.  
329 Cyrus Callum, Director of Volusia County's Aviation and Economic Resources department, will  
330 be in attendance as well to provide updates from the Daytona Beach International Airport.

331

332           **15. FROM THE TOWN MANAGER** – Mr. Disher informed everyone that Mr. Steven  
333 Wargo resigned from his position as the Public Works Director, and Mr. Steve Dunlap has been  
334 appointed as the Interim Public Works Director. He provided an update on the two properties  
335 recently approved for purchase by the Town Council for future stormwater improvements: the sale  
336 of one property closed in December 2025, and the other property will close on January 16, 2026.  
337 He noted the Public Works department is working on the lighting at Timothy Pollard Memorial  
338 Park, and they will conduct their annual tree trimming throughout Town beginning at the end of  
339 January 2026 through February 22, 2026. Mr. Disher noted Town Hall offices are closed on  
340 January 19, 2026 in observance of Martin Luther King Jr. Day; a workshop on the Town's  
341 Adaptation Plan will be held on January 29, 2026 with the Town's consultants, Brizaga, Inc.; and  
342 the Mayor's State of the Town Address will be held on February 4, 2026 at 6:00 PM at the Ponce  
343 Inlet Community Center.

344

345           **16. FROM THE TOWN ATTORNEY** – No further comments.

346

347           **17. PUBLIC PARTICIPATION (on items 14 – 16 only)** – Mayor Paritsky opened public  
348 participation – hearing none, public participation was closed.

349

350           **18. ADJOURNMENT** – Mayor Paritsky adjourned the meeting at 4:54 p.m.

351

352           Respectfully submitted by:

353

354           *Draft*

355           Kim Cherbano, CMC, Town Clerk

356           Prepared by: Stephanie Gjessing, Deputy Town Clerk

357           Attachment(s): Email Regarding PICCI Agreement from Judy & Joe DiCarlo.

**Stephanie Gjessing**

---

**From:** Stephanie Gjessing  
**Sent:** Monday, January 12, 2026 2:39 PM  
**To:** Stephanie Gjessing  
**Subject:** FW: PICCI/TOWN Agreement suggestions for Town Council Meeting 1/15/26

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**From:** JUDY DICARLO <[jjkorky47@gmail.com](mailto:jjkorky47@gmail.com)>  
**Sent:** Sunday, January 11, 2026 1:27 PM  
**To:** Mike Disher <[mdisher@ponce-inlet.org](mailto:mdisher@ponce-inlet.org)>  
**Subject:** PICCI/TOWN Agreement suggestions for Town Council Meeting 1/15/26

[EXTERNAL: This email was sent from outside of ponce-inlet.org, confirm this is a trusted sender before opening any links or attachments]

Dear Mike Disher & Town Council,

While reviewing the agenda packet for the upcoming meeting, we would like to offer several observations for your consideration and for inclusion in the public record.

The Ponce Inlet Community Center was established through the efforts of town residents to provide a dedicated facility for community use. Its original purpose was to serve as a place where residents could gather for club meetings, social functions, dinner events, and other activities that foster community engagement and encourage volunteerism. The Center also provided a venue large enough to accommodate family gatherings and celebrations.

In addition, the Community Center has historically served as a space for town meetings and as a forum for engagement between Town officials and residents.

The Ponce Inlet Community Center management has been successful in generating revenue for the facility. While this effort is commendable, it raises an important policy question: **should revenue generation be the primary focus and responsibility of the Center's management, or should the emphasis remain on ensuring that residents are aware of, have access to, and utilize the facility for resident-centered gatherings and community events?**

The practice of actively soliciting groups from outside of Ponce Inlet to hold events at the Community Center on a weekly basis does not, in our view, align with the Town's stated vision to "help keep Ponce Inlet a residential haven for those who value nature, quiet, and privacy." (please see attached photos of Salty Church Sunday.)







While you are reviewing the Town's agreement with PICCI, this might be a good time to look at their Balance Sheet, Statement of Cash Flows and Profit & Loss as well as their Calendar of Events presently scheduled and determine whether the Town could take on more of the expenses and more consistently manage the types of rentals that align with the goals of our small town Community.

We will try to attend the meeting. We respectfully submit these comments to be formally recorded as part of the meeting record and considered in future discussions regarding the mission, management priorities, and use of the Ponce Inlet Community Center.

Thank you for your consideration.

Judy & Joe DiCarlo, 32 Caribbean Way



Meeting Date: 2/19/2026

Agenda Item: 8-A

## Report to Town Council

**Topic:** Amended and Restated Special Magistrate Services Agreement with Vose Law Firm.

**Summary:** In February 2025, the Town Council approved the transition of the Code Enforcement Board to a Special Magistrate. Attorney Stephanie Velo of Vose Law Firm, LLP was selected to serve as the Town's Special Magistrate, and an agreement was accepted for a two-year term. Attorney Velo has since become unavailable to serve the remainder of the agreement's term, and Vose Law Firm, LLP has requested the Town consider appointing Ms. Chloe Berryman as the replacement Special Magistrate and Ms. Taylor Simonds as the alternate. Please see the attached staff report and supporting documents for more information.

**Suggested motion:** Approval of the amended and restated contract for Special Magistrate Services to make Ms. Chloe Berryman the Town's Special Magistrate with Ms. Taylor Simonds as the alternate.

**Requested by:** Mr. Hooker, Code Compliance Manager  
Mr. Lear, Planning & Development Director

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### TOWN OF PONCE INLET, PLANNING AND DEVELOPMENT DEPARTMENT CODE ENFORCEMENT DIVISION

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

**TO:** Michael Disher, Town Manager, AICP

**THROUGH:** Darren Lear, Planning & Development Director, AICP

**FROM:** David Hooker, Code Compliance Manager

**DATE:** February 9, 2026

**SUBJECT:** Appointment of Special Magistrate Ms. Chloe Berryman

---

**MEETING DATE:** February 19, 2026

---

On February 12, 2025, Town Council held a special meeting to receive presentations from two law firms in response to the Town's Request for Qualifications (RFQ) for Special Magistrate services related to Code Enforcement matters. Following presentations and Council discussion, the Town Council selected the Vose Law Firm with Ms. Stephanie Velo to serve as the Town's Special Magistrate.

The Town subsequently executed a contract on March 6, 2025, for a two-year term expiring in March 2027. The agreement designated Ms. Nancy Stuparich as the alternate Special Magistrate in the event of Ms. Velo's unavailability.

On January 12, 2026, Town staff was notified by Mr. Wade Vose of the Vose Law Firm that Ms. Velo was no longer employed with the firm. Upon review of the contract and further discussion with Mr. Vose, it was determined that while Ms. Stuparich remains designated as the alternate magistrate, her existing schedule and professional obligations would prevent her from serving as a permanent replacement. Mr. Vose requested that the Town consider appointing Ms. Chloe Berryman as the replacement Special Magistrate. Mr. Vose confirmed that Ms. Berryman is available to serve on a permanent basis, subject to Town Council approval.

Staff advised Mr. Vose that the current agreement must be amended to reflect the proposed change in the designated Special Magistrate. The addendum presented for Council consideration replaces Ms. Stephanie Velo with Ms. Chloe Berryman as the Town's

Special Magistrate. The alternate magistrate designation will also be changed to Ms. Taylor Simonds.

**RECOMMENDATION:**

Staff recommends that the Town Council authorize the amended and restated contract for Special Magistrate Services to make Ms. Chloe Berryman the Town's Special Magistrate with Ms. Taylor Simonds as the alternate.

Attachments:

- Amended and Restated Special Magistrate Services Agreement
- Chloe Berryman Resume
- Taylor Simonds Resume



# Town of Ponce Inlet

---

4300 South Atlantic Avenue  
Ponce Inlet, Florida 32127  
Phone: (386) 236-2150  
Fax: (386) 322-6717  
[www.ponce-inlet.org](http://www.ponce-inlet.org)

## AMENDED AND RESTATED SPECIAL MAGISTRATE SERVICES AGREEMENT

**THIS AGREEMENT** is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026 by and between the **Town of Ponce Inlet**, a Florida municipal corporation, with administrative offices located at 4300 South Atlantic Avenue, Ponce Inlet, Florida 32127 (the “**TOWN**”), and Vose Law Firm LLP, with administrative offices at 324 West Morse Boulevard, Winter Park, Florida 32789, with Attorney Chloe Berryman of Vose Law Firm LLP serving as primary Special Magistrate (the **SPECIAL MAGISTRATE**). Attorney Taylor Simonds of Vose Law Firm LLP will be designated as the alternate Special Magistrate in the event of the unavailability of Ms. Berryman for any reason. The Agreement amends and restates that certain Special Magistrate Services Agreement dated March 6, 2025.

**PURPOSE.** This Agreement is to provide for the services of a **SPECIAL MAGISTRATE** for code enforcement to provide an equitable, expeditious, effective, and inexpensive method of enforcing certain codes and ordinances within the Town where a pending or repeated violation continues to exist.

**SCOPE OF SERVICES.** The **SPECIAL MAGISTRATE** is appointed by and serves at the pleasure of the Town Council. The **SPECIAL MAGISTRATE** shall have the same status, powers and duties as a Code Enforcement Board as prescribed in Chapter 162, Part I, Florida Statutes, as amended, and may have such additional duties as provided by law or ordinance.

**TERMS OF THE AGREEMENT.** The initial term of this Agreement shall be two (2) years from the date entered on Page 1 above, and may be extended for an additional two-year term upon written agreement by both parties. All extensions must be executed by both parties prior to the expiration date of the agreement or most recent renewal. The Agreement can be cancelled, without notice or cause, at any time immediately upon simple majority vote of the Town Council. If the **SPECIAL MAGISTRATE** desires to terminate this Agreement, he or she may do so by giving the **TOWN** no less than sixty (60) days written notice. The Town Council may waive the sixty-day notice requirement.

**ETHICS.** The **SPECIAL MAGISTRATE** shall be governed by the Code of Ethics (Chapter 112, Florida Statutes) and the Rules of Professional Conduct of the Florida Bar.

**SEVERABILITY.** If any term, paragraph or provision of this Agreement or its application to any circumstances shall be deemed invalid or unenforceable, the remainder of this Agreement shall be deemed valid and enforceable to the fullest extent permitted by law.

### **FLORIDA PUBLIC RECORDS LAW.**

**Pursuant to Section 119.0701, Florida Statutes, the SPECIAL MAGISTRATE shall comply with all applicable Public Records laws, and shall:**

- A. Keep and maintain public records required by the **TOWN** to perform the services identified in this Agreement.
- B. Upon request from the **TOWN**'s custodian of public records, provide the **TOWN** with a copy of the requested records or allow the records to be inspected or copied within a reasonable time as provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the **SPECIAL MAGISTRATE** does not transfer the records to the **TOWN**.
- D. Upon completion of the contract, transfer, at no cost, to the **TOWN** all public records in possession of the **SPECIAL MAGISTRATE** or keep and maintain public records required by the **TOWN** to perform the service. If the **SPECIAL MAGISTRATE** transfers all public records to the **TOWN** upon completion of the contract, the **SPECIAL MAGISTRATE** shall destroy any duplicate public records that are exempt, or confidential and exempt, from public records disclosure requirements. If the **SPECIAL MAGISTRATE** keeps and maintains public records upon completion of the contract, the **SPECIAL MAGISTRATE** shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the **TOWN**, upon request from the **TOWN**'s custodian of public records, in a format that is compatible with the information technology systems of the **TOWN**.

**IF THE SPECIAL MAGISTRATE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, KIM CHERBANO, TOWN CLERK, AT 4300 SOUTH ATLANTIC AVENUE, PONCE INLET, FL 32127, OR VIA EMAIL AT [KCHERBANO@PONCE-INLET.ORG](mailto:KCHERBANO@PONCE-INLET.ORG).**

Failure to comply with this subsection will be deemed a breach of the contract and enforceable as set forth in Section 119.0701, Florida Statutes.

**COMPENSATION.** The **TOWN** reserves the right to utilize lump-sum or hourly rate compensation, at the hours rate compensation set forth in Exhibit "1." The Town's obligation to pay the **SPECIAL MAGISTRATE** under this Agreement is limited to an amount not to exceed the appropriated budget per fiscal year. All payments shall be governed by the Local Government Prompt Payment Act as set forth in Section 218.70 through 218.79, Florida Statutes, as amended. The **SPECIAL MAGISTRATE** shall be paid compensation for all services, labor, and material required thereby.

The **SPECIAL MAGISTRATE** shall submit a monthly invoice to the **TOWN** for professional services rendered and expenses incurred to date of the statement. There is no

minimum fee guaranteed during the Agreement period.

**INSURANCE REQUIREMENTS.** The **SPECIAL MAGISTRATE** shall procure and maintain the insurance listed below during the life of the agreement. The insurance policies shall be written on forms acceptable to the **TOWN** and placed with insurance carriers having a financial strength of "A, VII" as rated by A.M. Best, and approved and licensed by the Insurance Department of the State of Florida.

*Workers' Compensation:* The **SPECIAL MAGISTRATE** shall supply proof of coverage to apply for all his or her employees at the statutory limits provided by state and federal laws. The policy must include Employers' Liability with a limit of \$100,000 for each accident; \$100,000 for each employee and \$500,000 policy limit for disease. Waiver of Subrogation in favor of the **TOWN** is required.

*Professional Liability Insurance:* The **SPECIAL MAGISTRATE** shall purchase and maintain professional liability or malpractice or errors and omissions insurance with a minimum \$1,000,000 per occurrence, with a \$2,000,000 policy-term aggregate. If claims-made coverage is provided, coverage must apply during the entire Agreement term and for three (3) years following expiration or termination.

A Certificate of Insurance is to be issued to the **TOWN** and current certificates are required to be on file during the term of the Agreement. All policies must provide at least ten (10) days' notice of non-renewal or cancellation to the **TOWN**. If policies do not contain such a provision, the **SPECIAL MAGISTRATE** shall be responsible for providing such notice directly to the **TOWN**. All certificates of insurance must be on file with and approved by the **TOWN** before commencement of any work activities under this Agreement.

The **SPECIAL MAGISTRATE** shall be solely responsible for payment of all premiums for insurance. All deductibles related to the above referenced policies are to be the responsibility of the **SPECIAL MAGISTRATE**. Insurance is considered primary for any loss, regardless of any insurance maintained by the **TOWN**. The **SPECIAL MAGISTRATE** is responsible for all insurance policy premiums, deductibles, SIR (self-insured retentions) or any loss or proportion of any loss that is not covered by any available insurance policy.

The **TOWN** shall retain the right to review and modify, at any time, coverages, forms, and amounts of insurance.

**REGULATIONS.** Violation of any local, state or federal law in the performance of this Agreement shall constitute a material breach of this Agreement.

**AMENDMENT.** The **SPECIAL MAGISTRATE** understands and agrees that this Agreement constitutes the sole and complete understanding between the parties and supersedes all other or prior agreements between them, whether oral or written with respect to the subject matter. No amendment, change, or addendum to the resolution or contract is enforceable, unless agreed to in writing by both parties and incorporated into an amendment to this Agreement.

**ASSIGNMENT OR SUBCONTRACTING.** The **SPECIAL MAGISTRATE** shall not assign or subcontract any interest in this Agreement and shall not transfer any interest in it (whether by assignment, subcontract or otherwise) without the prior written consent of the **TOWN**.

**LIABILITY OF SPECIAL MASTER.** The **SPECIAL MAGISTRATE** shall indemnify and hold harmless the **TOWN**, its councilmembers, officers and employees, from all liabilities, damages, losses and costs (including, but not limited to, reasonable attorney fees and court costs, whether such fees and costs are incurred in negotiations, at the trial level or on appeal, or in the collection of attorney fees), to the extent caused by the negligence, recklessness, or wrongful conduct of the **SPECIAL MAGISTRATE**'s attorneys, officers, employees, agents, and other persons employed or utilized by the **SPECIAL MAGISTRATE** in the performance of or the failure to perform this Agreement.

In the event of a claim, the **TOWN** shall promptly notify the **SPECIAL MAGISTRATE** in writing by prepaid certified mail (return receipt requested) or by delivery through any nationally recognized courier service (such as Federal Express or UPS) which provides evidence of delivery, at the address provided in this Agreement.

The **TOWN** shall provide available information and assistance that the **SPECIAL MAGISTRATE** may reasonably require regarding any such claim. The agreement for indemnification shall survive termination or completion of this Agreement.

Nothing in this Agreement shall be deemed to affect the rights, privileges and immunities of the **TOWN**, as set forth in Florida Statutes, Section 768.28.

**IN WITNESS WHEREOF**, the parties to this Agreement for the provision of legal services to the Town of Ponce Inlet have caused the same to be signed by their duly authorized representatives on the dates indicated below.

**SPECIAL MAGISTRATE**

By: \_\_\_\_\_  
(Signature)

Name: \_\_\_\_\_  
Title: Attorney

Dated: \_\_\_\_\_

**TOWN OF PONCE INLET**

ATTEST:

FOR THE TOWN COUNCIL:

By: \_\_\_\_\_  
(Signature)

Name: Michael E. Disher  
Title: Town Manager

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

Name: Lois A. Paritsky  
Title: Mayor

Dated: \_\_\_\_\_

## **Exhibit “1”**

### **Fee Proposal**

The Vose Law Firm proposes to provide Special Magistrate services to the Town of Ponce Inlet at a rate of \$250 per hour. There would be no additional billing for research expenses (such as Westlaw/Lexis fees), travel or miscellaneous expenses, (copying, phone, fax, courier, etc.) and no other costs or expenses that would be billed separately.

# CHLOE E. BERRYMAN

Attorney, Vose Law Firm LLP  
324 West Morse Blvd.  
Winter Park, Florida 32789  
Telephone: (407) 645-3735  
Facsimile: (407) 628-5670  
Email: cberryman@voselaw.com



## EDUCATION AND BAR DATA

---

Law Degree: **University of Florida Levin College of Law  
Gainesville, Florida**  
J.D., *cum laude*  
Top 10% of Class  
Dean's List and President's Honor Roll

Undergraduate Degree: **University of Central Florida  
Orlando, Florida**  
B.S. in Psychology, *cum laude*  
Burnett Honors College  
Honors in the Major  
Minor in Crime, Law, and Deviance  
Certificate in Behavioral Forensics  
Psi Chi Honors Society

Member/ Admitted: Florida Bar - Member in Good Standing - Bar No. 1032129

## LAW SCHOOL POSITIONS, ACTIVITIES, AND HONORS

---

Order of the Coif  
University of Florida Levin College of Law President's Scholarship  
Book Award in Appellate Advocacy  
Teaching Assistant for Legal Writing and Appellate Advocacy  
Florida Law Review, Managing Editor  
Vice President of the Criminal Law Association

## PROFESSIONAL AND GOVERNMENTAL POSITIONS HELD

---

### City of Brooksville - Present

**City Attorney** - As City Attorney for this growing municipality that serves as the county seat for Hernando County, responsible for providing comprehensive legal advice to the City Council, City boards and City staff, as well as drafting ordinances and resolutions, handling real estate transactions, and conducting litigation on behalf of the City.

### **Assistant City/Village Attorney (Various Municipalities) - Present**

Responsible for providing legal services to the cities of Anna Maria, Bunnell, Cocoa Beach, Daytona Beach Shores, Oviedo, Rockledge, South Daytona, and St. Pete Beach; the Village of Indiantown; and the Town of Fort Myers Beach. Duties include all legal work including, but not limited to, drafting ordinances, resolutions, policies, agreements, legal memoranda, and other legal documents; representation of municipalities across all stages of litigation, including appellate litigation and other legal disputes; participation in public hearings and workshops of the governing body; providing written and oral legal opinions to municipal staff and public officials; and advising boards on substantive and procedural legal issues during public hearings and workshops. Guides and represents municipalities through union-related issues heard by the Public Employees Relation Commission (PERC).

### **Orange County, Florida - Present**

**Hearing Officer for Appeal Violations for Orange County Utilities** - Serve as the hearing officer adjudicating utility customer appeals of citations for violations of the Orange County Utility Code, as well as appeals of utility assessments.

### **Okeechobee County (Okeechobee, FL)**

**Deputy County Attorney** - Provided comprehensive and quality legal services to the Board of County Commissioners. Duties include preparation and review of legal documents, including ordinances, resolutions, policies, and contracts; attendance at public hearings before the Code Enforcement Special Magistrate; and assisting in prosecuting code enforcement violations.

**Counsel to the Okeechobee County Canvassing Board** - Provided legal services, including written and oral legal opinions, to the Okeechobee County Canvassing Board and attends public meetings.

### **2024 Orange County Charter Review Commission (Orlando, FL)**

**Deputy General Counsel** - Conducted research and prepared written legal opinions to assist the General Counsel in advising the 2024 Orange County Charter Review Commission ("CRC") as to the legality and constitutionality of CRC actions and proposed charter amendments. Compiled, analyzed, and summarized data from historical documents, special laws, and local government charters throughout Florida.

### **2024 Pinellas County Charter Review Commission (Clearwater, FL)**

**Deputy General Counsel** - Conducted research and prepared written legal opinions to assist the General Counsel in advising the 2024 Pinellas County Charter Review Commission ("CRC") as to the legality and constitutionality of CRC actions and proposed charter amendments. Compiled, analyzed, and

summarized data from historical documents, special laws, and local government charters throughout Florida.

#### **Rohe Law, P.A. (Tavares, FL)**

**Summer Associate/Associate Attorney** – Represented clients at various stages of family law litigation. Represented clients at fact-intensive hearings, including temporary relief hearings concerning alimony, timesharing, and child support. Drafted pleadings, motions, stipulations, proposed orders, and discovery requests and responses. Negotiated on behalf of clients at settlement conferences and mediations. Drafted settlement agreements to creatively resolve cases involving complex legal and factual issues. Second chaired dissolution of marriage trial involving minor children with psychological experts. Researched complex issues concerning a variety of areas of law including family law, constitutional law, real property, trusts, and corporations. Drafted clear and organized memoranda analyzing research findings.

#### **Intimate Partner Violence Assistance Clinic (Gainesville, FL)**

**Certified Legal Intern** – Provided legal assistance to indigent survivors of domestic violence. Interviewed clients and developed safety plans tailored to each client's needs. Drafted pleadings and represented clients in court proceedings.

#### **University of Florida, Levin College of Law (Gainesville, FL)**

**Research Assistant** – Researched and analyzed complex legal and psychological issues, including the applicability of the insanity defense to police officers with Post-Traumatic Stress Disorder. Drafted detailed memoranda on findings.

#### **Office of the State Attorney, Eighth Judicial Circuit (Gainesville, FL)**

**Summer Intern** – Researched and analyzed case and statutory law to assist attorneys in prosecuting criminal felony cases. Analyzed and summarized evidence in preparation for litigation.

### **BAR AND COMMUNITY RELATED ACTIVITIES**

---

City, County & Local Government Law Section of Florida Bar

Environmental and Land Use Law Section of Florida Bar

Young Lawyers Division of the Florida Bar

### **PROFESSIONAL PUBLICATIONS**

---

Chloe E. Berryman, Note, *Holding Social Media Providers Liable for Acts of Domestic Terrorism*, 72 FLA. L. REV. 1329 (2020).

Chloe Berryman, Christopher J. Ferguson, & Charles Negy, *Social Media Use and Mental Health Among Young Adults*, 89 PSYCHIATRIC Q. 307 (2018).

# TAYLOR R. SIMONDS

Attorney, Vose Law Firm LLP  
324 West Morse Blvd.  
Winter Park, Florida 32789  
Telephone: (407) 645-3735  
Facsimile: (407) 628-5670  
Email: [tsimonds@voselaw.com](mailto:tsimonds@voselaw.com)



## EDUCATION AND BAR DATA

---

Law Degree: **Stetson University College of Law  
Gulfport, Florida**  
J.D., *cum laude*  
Top 25% of Class  
Dean's List

Undergraduate Degree: **University of Central Florida  
Orlando, Florida**  
B.S. in Marketing  
Dean's List

Member/ Admitted: Florida Bar – Member in Good Standing – Bar No. 1050253

## LAW SCHOOL POSITIONS, ACTIVITIES, AND HONORS

---

William C. Vis Int'l Commercial Arbitration Moot Team, Student Coach & Team Captain  
Dispute Resolution Board  
Research Assistant for Law Through the Lens of Poetry  
Teaching Assistant for International Sales Law & Arbitration  
Stetson Ambassadors, Deputy Chair of Program Development  
Stephanie A. Vaughan Excellence in Advocacy Award

## PROFESSIONAL POSITIONS HELD

---

### Assistant City/Village Attorney (Various Municipalities) Present

Responsible for providing legal services to the cities of Anna Maria, Brooksville, Bunnell, Cocoa Beach, Daytona Beach Shores, Oviedo, Rockledge, and South Daytona; the Village of Indiantown; and the Town of Fort Myers Beach. Duties include all legal work including, but not limited to, drafting ordinances, resolutions, policies, agreements, legal memoranda, and other legal documents; representation of municipalities across all stages of litigation, including appellate litigation and other legal disputes; participation in public hearings and workshops of the governing body; providing written and oral legal opinions to municipal staff and public officials; and advising boards on substantive and procedural legal issues during public hearings and workshops.

**Akerman, LLP (Orlando, FL)**

**Summer Associate/Associate Attorney** – Managed docket of complex commercial litigation matters, including high-profile art fraud, business litigation disputes valued in excess of seven figures, negotiation of settlement, and judgment enforcement proceedings. Engaged in motion practice and advocacy in various litigation arenas, including commercial tenant/landlord litigation, franchise law, business contract disputes, insurance disputes, and personal injury. Researched complex legal issues and applied legal arguments in multiple national jurisdictions.

**Doyle Conflict Resolution (Naples, FL)**

**Law Clerk** – Acted in advisory capacity to arbitrator in granting awards by analyzing, reviewing, and presenting determinations of fact and law. Drafted non-binding arbitration court orders with attention to strict deadlines.

**The Law Offices of Hoyt & Bryan, LLC (Oviedo, FL)**

**Law Clerk** – Implemented and trained office in new digital system for tracking probate processes. Edited and wrote new content for partners' line of estate planning client-advising books. Researched relevant case law and legal developments in areas of Elder Law, Pet Law, and Wills, Trusts & Estates including for presentation at the 2021 Annual Florida Bar Convention and 2021 Western CPE Conference.

---

**BAR AND COMMUNITY RELATED ACTIVITIES**

City, County & Local Government Law Section of Florida Bar  
Entertainment, Arts & Sports Law Section of the Florida Bar  
Young Lawyers Division of the Florida Bar

---

**PUBLICATIONS**

---

COLLATERAL DAMAGE: A Novel; Parliament House (2019); ISBN: 987-0578457321  
AN INFINITE PULL (2024); ISBN: 979-8218358532



**Meeting Date:** 2/19/2026

**Agenda Item:** 8-B

## **Report to Town Council**

**Topic:** Request for Use of Town Property: Marine Science Center's 2026 Turtle Day.

**Summary:** The Marine Science Center has submitted a request for use of Town property on Friday, April 10<sup>th</sup> and Saturday, April 11<sup>th</sup>, 2026, for its annual *Turtle Day* event. This request includes closure of the boat ramp and trailer parking lot; use of the boat ramp trailer parking lot for parking during event hours; and placement of temporary signs on Town property. Please see the attached staff report and supporting documents for more information.

**Suggested motion:** Approval of the request for use of Town property for the Marine Science Center's 2026 Turtle Day.

**Requested by:** Ms. Alex, Cultural Services Manager

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### TOWN OF PONCE INLET, CULTURAL SERVICES DEPARTMENT

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar*

To: Michael E. Disher, AICP, Town Manager  
 From: Jackie Alex, Cultural Services Manager  
 Date: February 9, 2026  
 Subject: Request for Use of Town Property: Marine Science Center's 2026 Turtle Day

---

### MEETING DATE: February 19, 2026

---

Mr. Chad Macfie has submitted a special event permit application for the Volusia County Marine Science Center's Annual *Turtle Day*, scheduled for Friday, April 10th and Saturday, April 11<sup>th</sup>, 2026. This educational event, paused in 2025 due to renovations at the center, will return to showcase the marine life of Volusia County and the work the Marine Science Center performs at its animal hospital. Approximately 4,000 visitors are expected to attend.

To help manage traffic and enhance public safety, the annual festival is being spread out over to two days. The event may include a turtle release on Friday, depending on animal intake levels and the health of rehabilitating turtles. With the two-day expansion, the boat ramp will be closed both days until the event concludes on Saturday. The boat ramp trailer parking lot will be closed for event parking during event hours, both Friday and Saturday, 10:00am-3:00pm. Event parking will also be utilized within the western entrance of Lighthouse Point Park along South Peninsula Drive.

Requested Town support includes closure of the boat ramp and trailer parking lot, use of the lot for the event parking, and placement of temporary signs on Town property.

This event does not meet the Town's Special Event criteria for co-sponsorship. For this event, staff must refer to *Sec. 51-8(d)* below,

(d) For events that do not meet the definition of *Town-sponsored event* under Sec. 51-2 described above, a written request shall be delivered to the town's cultural services department at least 60 days prior to the event by an applicant if use of town facilities, parking on town property, and/or street closures are found to be required for the event based on the findings of the town's special event review committee. Town staff may provide a report and recommendation to the town council for review.

The applicant has submitted his request for the use of Town property during the event along with the special event permit application packet (**Attachment 1**)

**SUMMARY:**

Request is for use of town property for the Marine Science Center's *Turtle Day*, scheduled for Friday, April 10<sup>th</sup> and Saturday, April 11<sup>th</sup>, 2026; the request is for closure of the boat ramp on both event days, closure of the boat ramp trailer parking lot during event hours, event parking within the boat trailer lot, and placement of temporary signs on Town property

Staff recommends approval of the request for use of town property as the criteria have been met.

**Attachments:**

1. Application Packet \_2026 *Turtle Day*



Town of Ponce Inlet  
Cultural Services Department  
**Request Form: Event Use of Town Property**  
Pursuant to Chapter 51 of the Code of Ordinances

This co-sponsorship request form must be filled out accurately and completely and submitted along with a special event permit application. Incomplete forms cannot be reviewed.

This form and all supporting documents **may be submitted up to 365 days in advance of the event, but no less than 60 days prior to the event date**. If the applicant desires their co-sponsorship request to be heard at a specific Town Council meeting, these documents must be submitted no less than **20 days prior to the desired Council meeting date**.

Request forms for event use of Town property will be presented to Council for review for events not eligible for co-sponsorship. Regardless of whether the event qualifies as a special event, or is eligible for co-sponsorship, an applicant's co-sponsorship request shall comply with the content requirements below.

For event applicants requesting use of town's means of advertising, email [jalex@ponce-inlet.org](mailto:jalex@ponce-inlet.org)

Event Name: Turtle Day

Event Date(s): 100 Lighthouse Dr Ponce Inlet FL 32127

Event Location: 100 Lighthouse Dr Ponce Inlet FL 32127

Business/ Organization Hosting Event: Marine Science Center

Event Applicant/ Contact: Chad Macfie

**Please provide a brief description of the event and any important details:**

Turtle Day is an open to the public, educational event that highlights sea turtle conservation and the work being done at the Marine Science Center. Parking will be coordinated and monitored by Marine Science Center staff, volunteers, and a shuttle. This is a two-day event mirroring activities and event times on both days.

**Please select and state your event needs that require permission from the Town:**

**Town permission required:**

Closure of boat ramp

Closure of boat ramp trailer parking lot

Placement of temporary signs on Town property

Street closures

Use of Town facilities

Parking on Town property

Other:

1. **Estimated number of event participants:**

4,000

2. **Estimated number of any animals by type:**

service animals only

3. **Purpose of the event:**

Invite the public to the Marine Science Center to learn about sea turtles, and marine conservation.

4. **Nature and the types of activities that will occur.**

Crafts, plush animal triage, face painting, live animal presentations, and educational programs.

5. **Provide a copy of indemnification in favor of the Town and included as part of the application, which shall be executed by an authorized representative of the applicant.** The organization will not be required to indemnify the Town for the negligent acts of the Town's employees or agents.

Attached

6. **Describe any public right of way, property, buildings, facilities, or equipment utilized:**

[Redacted]

7. **County roadway is to be used:**

Yes- County right-of-way use permit is attached

No

8. **The event serves a valid public purpose benefiting the town and/ or its residents and the community by either-**

Providing a local commemoration of a national holiday; or

Providing historical, educational, cultural enrichment and/or recreational experiences to Ponce Inlet residents and the public.

Describe how:

This event invites residents to visit the Marine Science Center and enjoy educational fun and learning right in their town.

As the applicant, I certify that upon request, I will provide event space or facilities to established Ponce Inlet organizations and clubs during the event without cost. (If granting of such space will constitute a bona fide undue hardship to the event organizer, the applicant shall include a waiver of this request in their co-sponsorship request along with the reason for the hardship on the bottom of page one of this form.)

*Chadwick S. Macfie*  
Applicant signature

*1/27/2026*  
Date

**FOR OFFICE USE ONLY:**

Application received by: Jackie Alex

Date: 1/29/26

**Event needs requiring permission from Town:**

- Closure of boat ramp
- Closure of boat ramp trailer parking
- Placement of temporary signs on Town property
- Street closures
- Use of Town facilities
- Parking on Town property
- Other: \_\_\_\_\_



**Town of Ponce Inlet  
Cultural Services Department**  
4300 S. Atlantic Avenue  
Ponce Inlet, FL 32127  
386-322-6703

## **SPECIAL EVENT PERMIT APPLICATION**

**Pursuant to Chapter 51 of the Code of Ordinances**

Permit #: \_\_\_\_\_

Submittal Date: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

**APPLICATIONS MAY BE SUBMITTED UP TO 365 DAYS IN ADVANCE OF THE EVENT, BUT NO LESS THAN 28 DAYS PRIOR TO EVENT DATE, OR 60 DAYS PRIOR IF REQUESTING TOWN CO-SPONSORSHIP.**

Please submit the following information with your application:

- A site plan of the event area(s) with all applicable information requested below.
- If the event is on town property, a certificate of insurance showing the town as additional insured in the amount of \$1,000,000 is required.

### **SECTION 1: EVENT INFORMATION**

Event Name: Turtle Day

Event Location: 100 Lighthouse Dr Ponce Inlet, FL 32127

Date(s) of Event: 4/10/26  
4/11/26

Event Hours: 10:00am-3:00pm

Brief Event Description: Educational event to showcase sea turtles and the conservation work performed at the Marine Science Center.

Estimated Attendance: 4,000

Repeat Event:  Yes  No

### **SECTION 2: APPLICANT INFORMATION**

**Business/ Organization Hosting Event:** County of Volusia Marine Science Center

Authorized Head of Business/ Organization: Chad Macfie

Phone Number: 386-304-5543

Email Address: cmacfie@volusia.org

**Event Applicant/ Contact:** Chad Macfie

Day-of Phone Number: 386-804-3529

Email Address: cmacfie@volusia.org

Mailing Address: Marine Science Center 100 Lighthouse Dr. Ponce Inlet, FL 32127

### **SECTION 3: ADDITIONAL INFORMATION**

Please answer the questions below. If answering "Yes," indicate the location(s) on your site plan, providing any additional details on a separate sheet if needed.

Traffic Control Required?  Yes  No      Parade?  Yes  No

\*Provide a map and streets to be closed\*

Portable Restrooms?  Yes  No      Private Security Firm?  Yes  No

Shuttle Transportation?  Yes  No      Name of Security Firm

Off-Site Parking Required?  Yes  No

\*Provide written agreement with property owner(s) and number of spaces needed\*

Provide a site-plan showing the means of all vehicular (including shuttle) and pedestrian ingress & egress to and from the event.

#### SECTION 4: TEMPORARY USE - Additional Permits may be required.

Please answer the questions below. If answering "Yes," indicate the location(s) on your site plan, providing any additional details on a separate sheet if needed.

Barricades Required?	<input type="radio"/> Yes <input checked="" type="radio"/> No	Traffic Cones Required?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Amplified Sound? <sup>1</sup>	<input checked="" type="radio"/> Yes <input type="radio"/> No	High-Intensity Lighting? <sup>2</sup>	<input type="radio"/> Yes <input checked="" type="radio"/> No
# of Tents (over 10'x10')?	# Stages/ Structures? <sup>3</sup> 0		# of Signs/ Banners? <sup>4</sup> 4
Tent Size <sup>3</sup> (if over 10'x10') 10x20'	Stage Dimensions:		Sign permit application submitted to Building Division? <input checked="" type="radio"/> Yes <input type="radio"/> N/A If yes, permit #:
How do you plan to collect and remove trash and litter during and after the event? Trash will be collected during and after the event			
Food Prepared On-Site? <sup>5</sup> <input checked="" type="radio"/> Yes <input type="radio"/> No			
# of Mobile Food Vendors (MFV)? <sup>6</sup> 1	# Parking Spaces Required for MFVs? *Include on your site plan 1		
DBPR Food Service License # *Attach copy of License	DBPR Alcoholic Beverage License # <sup>7</sup> N/A *Attach copy of License		
<b>Supplementary Regulations for Special Events:</b>			
1- See <a href="#">Code of Ordinances Sec. 34-93</a> for sound limitations and <a href="#">Code of Ordinances Sec. 34-94</a> for permit requirements to exceed maximum allowable noise level limits and restricted hours.			
2- See <a href="#">Code of Ordinances Sec. 34-99.1-5</a> for Town policy on nuisance lighting, requirements to reduce light trespass and glare. This section does not prohibit the temporary exterior lighting used for civic celebration and promotion associated with a permitted special event.			
3- Tents larger than 10'x10' and stages require a fire inspection and building inspection in addition to a building permit			
4- See <a href="#">LUDC Sec. 3.30.6</a> and <a href="#">Resolution 2011-03</a> for temporary sign regulations. To prevent signs from interfering with public utilities, contact Sunshine State One Call at 1-800-561-6720 prior to digging for sign installation.			
5- <a href="#">Code of Ordinances Sec. 46-3.a.4</a> : Use of any portable cooking equipment is prohibited in all Town parks except in designated areas of Davies Lighthouse Park. Within designated areas, only propane and electric portable equipment is permitted – no charcoal.			
6- <a href="#">LUDC Sec. 3.34</a> : Mobile Food vending is the sale of food, either prepared on location or pre-packaged, from a mobile food vending vehicle. Mobile food vendors shall comply with regulations from this section and shall be subject to an inspection pursuant to the NFPA and Florida Fire Prevention Code.			
7- <a href="#">Code of Ordinances Sec. 6-7.a</a> : It is unlawful for any person to consume or possess any alcoholic beverages on public streets, sidewalks within the town, or on any town property or public park located in the town except as provided in the Code or as approved by Town Council.			

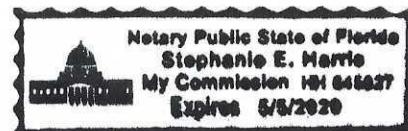
I hereby state that the above information is true and accurate to the best of my knowledge. I further understand and agree to any and all conditions and costs of the required permits. I understand that the Town of Ponce Inlet assumes no liability for this event. I hereby agree to defend, hold harmless, and indemnify the Town, at the Town's option, from any and all demands, claims, suits, actions and legal proceedings brought against the Town in connection with this event, whether threatened or otherwise, to the full extent as permitted by the law of the State of Florida. This provision shall survive the term of this agreement and shall remain in full force and effect until the expiration of the time for the institution of any action at law or equity or administrative action against the Town under either federal law or the laws of Florida.

  
Signature of Applicant

STATE OF FLORIDA  
COUNTY OF VOLUSIA

This document was sworn to (or affirmed) and subscribed before me by me of  physical presence or  online notarization, this 27 day of January, 2026 he/she is personally known to me or has presented driver's license as identification.

  
Notary stamp/ seal:



Notary Public, State of Florida

## STANDARD CONDITIONS FOR SPECIAL EVENT PERMITS

Per [Code of Ordinances Sec. 51-9.](#)

**Standards and conditions for issuance of permit.** The special event review committee will review the special event permit application based upon the following standards and conditions:

- (a) The conduct of the event will not substantially interrupt the safe and orderly movement of other pedestrian or vehicular traffic in the vicinity of the event.
- (b) The conduct of the event will not require the diversion of so great a number of public safety personnel or equipment of the town to properly secure the event area and the areas contiguous thereto, as to prevent current level of public safety services from being furnished to other parts of the town.
- (c) The event shall not take place until inspections of the special event site have been conducted by the appropriate departments to determine whether this ordinance and any conditions of the special event permit have been met or satisfied.
- (d) The concentration of persons, animals and/or vehicles at the event will not unduly interfere with proper fire and/or police protection of, or ambulance service to, areas contiguous to the event area or other areas of the town.
- (e) The conduct of the special event is not reasonably likely to cause injury or intended to cause injury to persons or property, create an environment not compatible with a residential neighborhood if within or abutting a residential neighborhood, or to result in disorderly conduct as defined by town ordinance or state statutes, provided that the town may not deny a permit solely on the basis of the proposed content of speech or ideas of the group involved.
- (f) The conduct of the event shall not introduce extraordinary hazards to fire protection and/or life safety in the immediate or adjacent areas.
- (g) Adequate sanitation and other required health facilities are, or will be, made available in or adjacent to the event area. These include restrooms, trash receptacles, or anything normally required by the health department.
- (h) The conduct of the special event must be in accordance with the town's noise ordinance.
- (i) There are sufficient parking places on site and/or written approvals from off-site property owners where off-site parking is to occur, to accommodate the approximate number of automobiles expected to be driven to the special event.
- (j) Precautions will be taken to ensure protection of landscaping and irrigation systems.
- (k) The applicant has secured security personnel or police, fire/emergency medical services protection and public works services, if any, are required under this procedure. If applicant has secured police, fire/emergency medical services, or public works services from the town, (s)he must prepay the expenses thereof.
- (l) The applicant shall obtain public liability and property damage insurance, with the town named as an additionally insured party for any special event that is held on town property or that utilizes town facilities, in an amount approved by the town, as recommended by the town's insurance carrier. The applicant shall place on file with the town a certified insurance policy issued by a company authorized to do business in the state.
- (m) Application for a special event permit shall constitute an agreement by the applicant to pay for town personnel expenses and extraordinary services provided by the town, including any repairs, renovations and/or landscaping and turf restorations or replacement of town property which is necessitated by virtue of the special event.
- (n) Any temporary lighting will not adversely affect adjacent properties.
- (o) No applicant shall be granted a permit for an event that is to occur over a period longer than seven consecutive days.
- (p) No applicant shall be granted more than twelve special events permits in a single calendar year.

NOTE: The town may deny or revoke a permit for failure of the applicant to satisfy the applicable standards set forth in this chapter and the requirements of the permit, pursuant to [Code of Ordinances Sec. 51-10\(b\).](#)





**Town of Ponce Inlet**  
Planning & Development Dept.  
4300 S. Atlantic Avenue  
Ponce Inlet, FL 32127  
386-236-2181 (voice)  
386-236-2190 (fax)

**TEMPORARY SIGN ON RIGHT-OF-WAY PERMIT APPLICATION**  
Pursuant to Article 3, Section 3.30 of the  
Land Use and Development Code and Resolution  
**2012-03**

Submittal Receipt # and Date: \_\_\_\_\_

Application #: \_\_\_\_\_

FEE PAID: \_\_\_\_\_

Authority to erect temporary signs in the right-of-way is regulated pursuant to Section 3 of the Land Use and Development Code and Resolution 2012-03.

Please Note: Failure to *fully complete* all the applicable items will result in the application being deemed incomplete and no further action will be taken.

**SECTION 1: PROPERTY INFORMATION**

Address of Adjacent Property:  Town Hall of Ponce Inlet

Frontage of lot:  1. Peninsula Drive  2. Atlantic Avenue

**Written permission of property owner if not applicant?**

**SECTION 2: PROPERTY OWNER INFORMATION**

Applicant Name	<b>Marine Science Center</b>	Mailing Address	<b>100 Lighthouse Dr. Ponce Inlet</b>
Phone	386-304-5545	Fax	
Agent Name/Title	<b>Chad Macfie, Manager</b>	Mailing Address	<b>Same</b>
Phone	386-304-5543	Fax	

Owner's authorization for agent to apply attached:  Yes  No

**SECTION 3: SIGN DESCRIPTION**

Please provide a description of the proposed sign, including:

Dimensions of Sign (Maximum of 16 square feet or as otherwise noted in Section 5.6.10): **4' x 4'**

Maximum Sign Height from grade: **6'** Minimum Sign Height from grade: **2'**

Location of Sign (*provide two copies of a survey or site plan with location marked, including distance from sidewalk, roadway, building and other signs*): **Attached**

Type of material used to construct sign: **4" x 4" wood posts with attached metal sign.**

Date to be posted: **April 1, 2026** Date of removal **April 13, 2026**

**SECTION 4: APPLICATION PROCEDURE**

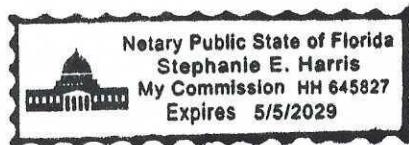
Pursuant to Section 3.30.4.D. *Sign permit applications*, states that a sign permit application for permanent and certain temporary signs shall be prepared and submitted on forms available at the office of the planning and development department. The sign permit application is in addition to any building permit application required by the Florida Building Code.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

Chadwick B. Macfie  
Signature of Applicant or Agent

1/28/26

Date



STATE OF FLORIDA  
COUNTY OF VOLUSIA

Affirmed and subscribed before me this 28 day of January, 2026 by Chadwick Macfie  
who is personally known to me or who has produced drivers license (type of ID) as identification.

Stephanie E. Harris  
Notary Public

05/05/2029

My commission expires:

FOR OFFICE USE ONLY:

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Denied by: \_\_\_\_\_

Date: \_\_\_\_\_

Reason for denial: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Signage to Detour Event Attendees When Parking is Full



\*\*\*Install signs once LPP is full. Shuttle Driver @ LPP will monitor parking situation in park.



MSC Parking Lot Full – Additional  
Parking at 7-11 4618 S. Atlantic Ave



Attendant at corner of Beach  
and A1A when needed.

## Signage at 4618 South Atlantic & Harbor Village Blvd for Shuttle Parking



- Satellite Parking and Shuttle Bus Pickup at the 7-11 – 4618 S. Atlantic Ave.
- Variable messaging boards located in Wilbur-By-The Sea will alert residents and visitors to the Wildlife Fest date and Shuttle site. The message board is usually installed one week before the event.



**Meeting Date:** 2/19/2026

**Agenda Item:** 8-C

## **Report to Town Council**

**Topic:** Update for the South Peninsula Drive sidewalk mobility project and request for Town Council direction.

**Summary:** The South Peninsula Drive sidewalk mobility project is aimed at improving pedestrian and bicycle safety, accessibility, and connectivity throughout the Town. As this project begins to move from the design phase to the construction phase, staff respectfully requests Town Council direction in order to finalize engineering plans, with consideration of concerns raised by affected property owners. Please see the attached staff report and supporting documents for more information.

**Suggested motion:** As determined by Council.

**Requested by:** Mr. Lear, Planning & Development Director

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### TOWN OF PONCE INLET, PLANNING AND DEVELOPMENT DEPARTMENT

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

To: Michael Disher, AICP, Town Manager  
From: Darren Lear, AICP, Planning & Development Director  
Date: February 9, 2026  
Subject: Update for the S. Peninsula Drive sidewalk mobility project and request for Town Council direction

---

**MEETING DATE:** February 19, 2026

---

1 **Introduction**

2 The South Peninsula Drive sidewalk mobility project is a major infrastructure initiative aimed at  
3 improving pedestrian and bicycle safety, accessibility and connectivity throughout the Town. The  
4 project involves the reconstruction and widening of the existing sidewalk along the entire length  
5 of South Peninsula Drive within the Town limits, converting it into an eight-foot-wide concrete  
6 sidewalk designed to safely accommodate both pedestrians and cyclists. **Attachment 1** provides a  
7 timeline for important milestones associated with this project.

8  
9 **Background**

10 The idea for the project was first articulated in the Town's 2017 Bicycle-Pedestrian Master Plan,  
11 which states, "An efficient bicycling and pedestrian network...can contribute to a healthier  
12 population, resulting in reduced health care costs for both the individual and community. A well-  
13 connected bicycling and pedestrian network with sidewalks as wide as eight feet help make a  
14 community a more attractive place to live, work, and play..." The idea for the Master Plan itself  
15 originated much earlier, with community visioning workshops and surveys in 2002 and subsequent  
16 updates to the Town's Comprehensive Plan in 2003 promoting a safe, convenient bike-ped  
17 network. These policies have carried over several updates of the comprehensive plan to today  
18 (**Attachment 2**).

19  
20 Also in 2017, the Town applied to the Volusia-Flagler Transportation Planning Organization  
21 (TPO) for grant funding to conduct a feasibility study for this project, which is the first step in the  
22 design and construction process through the TPO. The feasibility study was presented to the Town  
23 Council in October 2018.

24

25 In 2019, the Town Council adopted Res. No. 2019-01, authorizing staff to submit a grant  
26 application for design and construction of the project through the TPO's annual Priority Projects  
27 program.

28  
29 In 2021, the Town Council voted unanimously to increase the Town's local match contribution to  
30 15% in order to improve the project's score and rank. The stronger score moved the Town's  
31 sidewalk project up into the top 3 of 17 bicycle and pedestrian projects awaiting funding. The 2021  
32 Priority Project list was approved by the TPO Board on June 23, 2021. The project was then  
33 incorporated into FDOT's draft Five-Year Work Program, which was approved by the State  
34 Legislature and Governor in June 2022.

35  
36 The Town Council has reaffirmed its commitment to the project every year since 2021. Excerpts  
37 from past Town Council meeting minutes related to this project are provided on **Attachment 3**.  
38 Meetings for which the item was placed on the Consent agenda are not included.

39  
40 **Project Funding and Cost**

41 The TPO grant will pay 85% of the project cost, while the Town must provide 15% as the local  
42 match. Both the grant *and* most of the local match are funded from federal dollars. The source of  
43 grant funding for the project through the TPO and FDOT is Federal-Aid transportation dollars  
44 from the Federal Highway Administration (FHWA).

45  
46 Between 2021 and 2024, the Town Council saved and allocated approximately \$1.2 million for  
47 the 15% local match. Approximately 61% (or \$784,076) of that comes from federal funds received  
48 through the American Rescue Plan Act (ARPA) in FY 21/22. The remaining 31% (or \$504,498)  
49 has been set aside from the General Fund over time.

50  
51 The \$1.2 million match amount was based on project cost estimates from the Town's engineering  
52 consultants Mead & Hunt, who as of December 2024, anticipated the construction cost in 2027 to  
53 be \$8,179,764.71. The current cost estimate from Volusia County engineers is less than half that,  
54 at \$3,449,278.50. The actual project costs will not be known until the project is put out for bid.

55  
56 **Coordination with Volusia County**

57 FDOT is the steward of Federal-aid transportation funds in the state of Florida, and is responsible  
58 for oversight of federally funded transportation projects. Such projects using federal funds  
59 allocated through state DOTs and TPOs can only be administered by qualified agencies known as  
60 Local Agency Program (LAP)-certified agencies that have the in-house engineering and fiscal  
61 capacity to oversee large-scale construction. The LAP is FDOT's primary delivery mechanism for  
62 local agency projects to develop, design, and construct transportation facilities with Federal-Aid  
63 funds.

64  
65 Without its own in-house engineering staff, the Town does not qualify as a LAP-certified agency,  
66 and so has partnered with Volusia County Public Works to administer the project on the Town's  
67 behalf. In 2023, the Town Council and Volusia County Council approved a Joint Project  
68 Agreement for County staff to provide design, construction, and administration services on behalf  
69 of the Town. Under this arrangement, the Town will reimburse the County for the costs to design

70 and oversee construction of the project, while the Town retains control and approval authority over  
71 the final design.

72  
73 The Town's reimbursement to the County counts toward the 15% local match requirement. To  
74 date, the Town has paid the County \$243,075 for the survey, design, permitting, and project  
75 administration. Funding for the remaining 85% of construction costs will be arranged between the  
76 TPO, FDOT, and Volusia County as the LAP-certified agency.

77  
78 **Recent Activity**

79 In August 2024, Volusia County's consulting engineer and surveyor, Mark Dowst & Associates,  
80 Inc. began surveying the right-of-way along S. Peninsula Drive, from the northern Town limits to  
81 Lighthouse Drive. This survey work was the first step in the design process. Once Volusia County  
82 staff received the surveys, the design phase of the sidewalk widening project was initiated.

83  
84 County engineering staff are preparing the engineering plans for the project themselves according  
85 to FDOT and County technical standards. Town staff reviewed the first two plan drafts in 2025  
86 and presented a project update at a public meeting of the Essential Services Advisory Board in  
87 January 2026. The plans are now considered 100% complete, meaning that 100% of the  
88 information required by adopted technical standards is included. However, the project design is  
89 expected to be adjusted to respond to specific site conditions and concerns of residents along the  
90 route, such as elevation and drainage concerns, trees, and encroachments into the public right-of-  
91 way. The plans will be presented to Town advisory boards and the Town Council once these  
92 outstanding issues have been addressed.

93  
94 **Next steps**

95 The following is a draft timeline outlining anticipated project milestones for 2026 and 2027:

- 97 • February 2026 – Town and County staff hold one-on-one, on-site meetings with property  
98 owners with specific concerns; project update is presented to the Town Council with  
99 request for direction on certain issues;
- 100 • March 2026 – Public Open House for all residents to be held at Town Hall or the  
101 Community Center;
- 102 • April 2026 – Joint meeting of the Cultural Services Board and Essential Services Advisory  
103 Board to review the project plans;
- 104 • May 2026 – Town Council meeting to present the final design plans for Council review  
105 and approval prior to contract bidding and construction. This presentation will summarize  
106 public input received during the neighborhood meetings and outline next steps for project  
107 implementation;
- 108 • July 2026 – County staff sends draft construction plans bid package to the Town and FDOT  
109 for review and comments;
- 110 • August 2026 – County staff addresses construction package review comments;
- 111 • September 2026 – County staff advertises bids for construction;
- 112 • October 2026 – Construction bid opening;

113     • February 2027 – Construction contract executed;  
114     • March 2027 – Construction starts;  
115     • October 2027 – Construction complete.

116

### 117     **Discussion and Request for Direction**

118     This month, Town and County Staff began meeting with property owners who have voiced  
119     concerns about the project or whose properties or right-of-way encroachments are known to  
120     present unique design issues. The draft design is based on previous Council direction to achieve  
121     the 8-foot width wherever possible within the existing right-of-way, narrowing only where there  
122     is insufficient ROW or there are objects too large or costly to move. The current design also  
123     attempts to avoid trees where possible, but does not narrow the sidewalk on that basis alone. The  
124     design proposes to relocate encroachments where possible, such as simple mailboxes and Town-  
125     owned waste receptacles, but anticipates that other types of encroachments like landscape planters  
126     will be removed.

127

128     Based on conversations with residents along the route, the three most important concerns are  
129     impacts to the tree canopy, drainage, and encroachments. Drainage concerns have been expressed  
130     by property owners between Calumet Avenue and Oceanview Avenue, whose homes sit below the  
131     roadway; widening the sidewalk on such properties would result in steeper downward-sloping  
132     driveways and altered drainage patterns. Although the sidewalk is designed to slope and drain  
133     toward the street, this configuration would create a “lip” or raised edge where the public sidewalk  
134     and private driveway come together, which some residents said they do not want either.

135

136     S. Peninsula Drive south of Oceanview Avenue features an oak tree canopy similar to those on the  
137     protected scenic roads of Sailfish Drive and Beach Street; removing mature oak trees would reduce  
138     this canopy, which provides shade along the sidewalk and contributes to the special character of  
139     this area. In addition, the Town required many of these owners to preserve these trees when they  
140     built their homes. On the other hand, north of Oceanview Avenue, most of the trees in the right-  
141     of-way are cabbage palms; removing palms trees would not affect shading or community  
142     character, with the exception at the entrance of Harbour Village, where the palm trees were  
143     installed as landscaping.

144

145     In other locations, property owners have placed objects or landscaping into the public right-of-  
146     way, such as mailboxes, landscape planters (in the form of block, timbers, stone, or ribbon curb),  
147     irrigation sprinklers, and shrubbery. While some property owners do not mind these  
148     encroachments being removed, others have asked for them to stay or be compensated for their  
149     removal. While some acknowledge that the public right-of-way is not their personal property, they  
150     nonetheless believe that their investments should be preserved or reimbursed if removed.

151

152     In order to finalize the engineering design plans, Staff respectfully requests Town Council  
153     direction on the following:

154

- 155       **1. Where oak trees cannot be avoided, should the sidewalk width be narrowed to  
156       preserve the trees and tree canopy?** Staff recommends yes.

158

159 2. **Should palm trees be treated the same or differently?** Staff recommends that palms be

160 removed unless they part of required landscaping, in which case the owner should be

161 compensated for replacement.

162

163

164 3. **Should the sidewalk width be reduced to minimize driveway and drainage issues?** The

165 County engineer and Town staff recommend that where such issues exist, the existing

166 width and slope of the sidewalk and driveway apron should remain the same, especially

167 along continuous stretches of properties with the same conditions.

168

169

170 4. **Should the sidewalk width be reduced to avoid existing encroachments within the**

171 **right-of-way that cannot be easily relocated, such as mailboxes and landscape**

172 **planters constructed out of brick, stone, or concrete?** Staff recommends yes for low

173 walls and more “permanent” construction, but no for ribbon curbs and concrete structures

174 that are more easily damaged and replaced.

175

176

177 5. **Should the sidewalk width be reduced to avoid other existing landscaping and**

178 **shrubbery within the right-of-way?** Unless width reduction is necessary to address other

179 conditions on property, Staff recommends no.

180

181

182 6. **Should the Town compensate property owners, upon request, for the replacement**

183 **value of existing objects and landscaping located within the right-of-way if such**

184 **objects cannot be avoided or moved?** Staff recommends yes, upon written request from

185 the owner with proof that the damage was caused by the construction.

186

187

## 188 Conclusion

189 The South Peninsula Drive sidewalk mobility project reflects nearly two decades of community

190 visioning, careful planning, and sustained investment by the Town Council to improve safety,

191 accessibility, and quality of life for residents and the public. As the project moves from design

192 toward construction, staff remains committed to balancing the original intent of an eight-foot,

193 multi-use sidewalk with the practical realities of existing site conditions and the concerns raised

194 by affected property owners. Continued coordination with Volusia County, thoughtful

195 consideration of Council direction, and ongoing public engagement will be critical to finalizing a

196 design that advances mobility and safety while respecting neighborhood character. Staff

197 appreciates the Council’s long-standing support of this important initiative and looks forward to

198 implementing a project that delivers lasting benefits to the community.

199

## 200 Attachments:

201 1. S. Peninsula sidewalk project timeline

202 2. Comprehensive Plan consistency

203 3. Excerpts from Town Council meeting minutes

## Attachment 1

### S. Peninsula Sidewalk Project Timeline aka Ponce Inlet Mobility Project (dates in **bold** indicate public meetings)

**November 2013** Town Council approves task order for Quentin L. Hampton Associations for the public Right-of-Way Verification and Mapping Project;

**June 2014** Town Council awards contract to Lassiter Transportation Group Inc to prepare a Bicycle Pedestrian Master Plan;

**April 2016** Town Council reviews first draft of Bicycle Pedestrian Master Plan;

**October 2017** Town Council approves the Bicycle Pedestrian Master Plan and authorizes the application of a grant to the TPO for a Feasibility Study of the South Peninsula Drive sidewalk project;

**October 2018** Town Council accepts the Bicycle-Pedestrian Feasibility Study;

**January 2019** Town Council adopts Res. 2019-01, authorizing the submittal of the project grant application to the TPO for design, engineering, and construction funding;

June 2019 The TPO adopts its 2019 List of Priority Projects, with the Ponce Inlet Mobility Project ranked #14 out of 23 projects submitted;

March 2020 Volusia County staff agree in principle to provide Local Agency Program (LAP) services for the Town through a Letter of Understanding;

June 2020 The TPO's 2020 List of Priority Projects has the project ranked #12 out of 21 projects submitted;

**February 2021** Town Council votes to update the Town's TPO grant application with a higher local match contribution of 15% to improve the project's ranking;

June 2021 The TPO's adopted 2021 List of Priority Projects has the Town's project ranked #3 out of 17 projects submitted;

**August 2021** Bike-Ped Mobility Project update presented to the ESAB.

**January 2022** ESAB recommends approval of the request for continued support of the South Peninsula Drive Sidewalk project to the Town Council;

Town Council reaffirms its continued support for the project;

**March 2022** Town Council adopts Res. 2022-06, allocating approximately \$0.8 million from federal funds received through the American Rescue Plan Act (ARPA) toward the project's local match.

June 2022 The TPO moves the project to Tier "A" – "Projects with One or More Phases Funded" in the 2022 List of Priority Projects;

July 2022	The project is incorporated into FDOT's Five-Year Work program;
<b>January 2023</b>	ESAB recommends approval of the request for continued support of the South Peninsula Drive Sidewalk project to the Town Council;
<b>February 2023</b>	Town Council reaffirms its continued support for the project;
<b>May 2023</b>	Town Council approves the Joint Project Agreement with Volusia County for LAP Construction Services for the project;
<b>January 2024</b>	ESAB recommends approval of the request for continued support of the South Peninsula Drive Sidewalk project to the Town Council;
<b>February 2024</b>	Town Council reaffirms its continued support for the project;
August 2024	Volusia County Council approves Task Assignment for its consulting engineer and surveyor, Mark Dowst & Associates, Inc. to begin survey work along S. Peninsula Drive, from the northern Town limits to Lighthouse Drive. This surveying initiates the design phase of the sidewalk widening project on S. Peninsula Drive;
<b>January 2025</b>	ESAB recommends approval of the request for continued support of the South Peninsula Drive Sidewalk project to the Town Council;
<b>February 2025</b>	Town Council reaffirms its continued support for the project;
May 2025	Survey work nearing completion, having experienced delays due to difficulties locating right-of-way and property boundaries in the south end of the project. Design to begin following survey completion.
<b>January 2026</b>	Bike-Ped Mobility Project update presented to the ESAB.

#### Anticipated schedule/timeline per Volusia County Engineering Department staff:

- February 2026 – Town and County staff hold one-on-one, on-site meetings with property owners;
- March 2026 – A public Open House for all residents to be held at Town Hall or the Community Center;
- April 2026 – Joint meeting of the Cultural Services Board and Essential Services Advisory Board to review the project plans;
- May 2026 – Town Council meeting to present the final 100 percent design plans for Council review and approval prior to contract bidding and construction. This presentation will summarize public input received during the neighborhood meetings and outline next steps for project implementation;
- July 2026 – County staff sends construction plans package sent to the Town and FDOT for review and comments;

- August 2026 – County staff to address construction package review comments;
- September 2026 – County staff advertises bids for construction;
- October 2026 – Construction bid opening;
- February 2027 – Construction contract executed;
- March 2027 – Construction starts;
- October 2027 – Construction complete.

## Attachment 2

January 2026

# Pedestrian/Bike Sidewalk Comprehensive Plan Consistency Review

The following goals, objectives, policies and supporting documents are found in current and past Comprehensive Plans supporting pedestrian/bike sidewalks along with the appropriate year for each.

## FUTURE LAND USE ELEMENT

### **Visioning Process (2002) (2008) (2017)**

Responding to a questionnaire that was sent out to the Town's residents, the following community values emerged as being the most important:

- Quiet and privacy.
- Safety.
- *Access to nature and open space through parks, bike paths and sidewalks.*
- The small town character of the community.
- The Town's history.

This, in turn, led to a series of recommendations that were established by the visioning committee. This included:

- Create a sidewalk and bike path network master plan that will provide adequate capacity and ease of access from anywhere in the community.

## FUTURE LAND USE ELEMENT

*Policy 4.4.1:* The Town shall maintain an integrated system of public walks and bicycle paths. (2008) (2017)

## TRANSPORTATION ELEMENT

**Goal 1.** Provide a safe, convenient, efficient, and coordinated transportation system of motorized and non-motorized transportation facilities in a way that sustains the Town's small-town character and its historic, environmental and aesthetic characteristics. (2008) (2017)

*Objective 1.3:* The needs of pedestrians and bicyclists shall be accommodated in road construction and reconstruction projects whenever possible and appropriate. (2008) (2017)

## Attachment 2

January 2026

*Policy 1.3.1:* The Town shall continue to enforce the LUDC's design standards to ensure that the needs of pedestrians and bicyclists are met. **(2008) (2017)**

*Objective 1.4:* The Town's road network shall emphasize safety and aesthetics. **(2008) (2017)**

*Policy 1.4.3:* Safety shall be a major concern in all matters of road design and construction and traffic management. Therefore, the Town shall continue to ensure that all road improvements are consistent with the policies of this element. **(2008) (2017)**

*Policy 1.4.7:* The Town will ensure that paint demarcations and reflectors are maintained in good condition to mark the separation between roadways and at-grade sidewalks. **(2008) (2017)** In the long term, if necessary, the Town shall raise sidewalks above the adjacent road grade to improve pedestrian safety. **(2017)**

*Objective 1.7:* Promote a balanced, walkable transportation mobility system compatible with the Town's small-town character and its historic, environmental and aesthetic characteristics that provides transportation alternatives to motor vehicles. **(2008) (2017)**

*Policy 1.7.4:* The Town shall limit the number and width of curb cuts and vehicular crossings over sidewalks to maximize the continuity of pedestrian movements, wherever feasible.

*Policy 1.7.5:* To improve walkability, the Town shall promote pedestrian and bicycle linkages between residential and nonresidential land uses. **(2008) (2017)**

*Policy 1.7.6:* The Town shall strive to have pedestrian roadway crossings comply with the Florida Pedestrian Planning and Design Handbook (Current Edition). **(2008) (2017)**

*Policy 1.7.7:* The Town shall continue to expand its bike path/sidewalk system whenever it can be accomplished in a fiscally sound manner. **(2008) (2017)**

*Objective 1.8:* *The Town shall ensure that its goals, objectives and policies are communicated to the TPO and reflected in the TPO's plans and programs for all classified roadways identified on the Future Transportation Map.* **(2008) (2017)**

## Transportation Element Supporting Document: **(2008)**

### **Inventory**

#### **Bicycle System: **(2008)****

A bike lane system has been developed along South Atlantic Avenue and South Peninsula Drive. A pedestrian path along South Peninsula also serves recreational cyclists, even though it has inadequate widths to qualify as a bike path. The bike path/sidewalk extends southward from the town limits to the lighthouse.

## Attachment 2

January 2026

While bicyclists are legally entitled to most of the rights to the use of the roads enjoyed by motorists, roads in Ponce Inlet are generally not designed for shared use by motorists and bicyclists. The prevailing narrow lane widths do not allow motorists to pass slower moving bicyclists without crossing the centerline. This presents a hazardous condition, particularly on collector roads where traffic volumes and speeds tend to be highest. It was stated above that bike paths have been built in the town in recent years. While this is true, there are incidences of cyclists preferring to use the roadway designed for motor vehicles on either South Atlantic Avenue or Peninsula Drive.

# Bicycle and Pedestrian Master Plan

## October 19, 2017

### EXISTING CONDITIONS

#### South Peninsula Drive:

South Peninsula Drive is the Town's only signed shared roadway. It is a popular bicycle route for advanced cyclists in the area. A sidewalk exists on the west side of the roadway from just south of Ocean Way Drive to the Town's northern limits. In most areas, the sidewalk is six-feet wide, except for a four-feet section as the sidewalk nears the Lighthouse. South of Ocean Way, the sidewalk continues on the east side of the street through Kay and Ayres and Davies Lighthouse Park. South of Lighthouse Drive, there is no sidewalk present. This road, however, ends at the back gate to Lighthouse Point Park resulting in minimal traffic on the roadway. Pedestrian and bicycle access to Lighthouse Point Park is available at this back gate. It was observed that this road has the highest amount of pedestrian and bicycling activity in the Town. Many destinations are located along South Peninsula Drive, including the Ponce de Leon Inlet Lighthouse and Museum, the Happy Tails Dog Park, the Ponce Inlet Fire Station, the Community Center, Timucuan Oaks Garden, Ponce Preserve, the Police Station, Town Hall, and various commercial establishments. The minimum right-of-way width is 40 feet and the maximum right-of-way width is 100 feet.

#### Potential Hurdles:

In many areas, the sidewalk is roughly one foot from the improved right-of-way, and vegetation and trees are in some cases growing within inches of the sidewalk along South Peninsula Drive. Staff is currently working on a Feasibility Study with the River to Sea Transportation Planning Organization (R2CTPO) to explore all possible options for further improvements.

# Bicycle/Pedestrian Feasibility Study

## June 30, 2018

## Attachment 2

January 2026

A feasibility study was conducted in 2018 for the TPO to evaluate the viability of replacing the existing sidewalk along South Peninsula Drive with an eight (8) foot sidewalk between Lighthouse Drive and northern Ponce inlet town limit, a distance of approximately 3.4 miles.

### **Project Purpose and Scope**

“This sidewalk feasibility study is a part of overall planned improvements within the Town of Ponce Inlet. In some locations, the existing sidewalk offset from the travel lane ranges between one (1) foot and more than ten (10) feet. Residents of Ponce Inlet actively use community amenities in day to day life including paths. Through the enhancement of the path’s features, residents will be able to enjoy more leisure activities. The improvements will also add significantly to the safety of all users. The commercial and retail uses along the corridor, particularly close to the lighthouse, will also be able to enjoy a more accessible area.

“Under the existing conditions, the sidewalk on South Peninsula Drive ranges from five (5) feet of width to eight (8) feet of width. The majority of the sidewalk is six (6) feet in width which makes up approximately 85% of the entire corridor...The purpose of this study is to determine the feasibility of providing a continuous eight (8) foot wide sidewalk within the study limits that enhances user-friendliness and safety for all users.”

## Town Council’s Planning Division Goals

- 2018-2020
  - With TPO assistance, complete the bicycle & pedestrian feasibility study; intended timeline: feasibility study – 2018, design & engineering - 2019, & submit construction grant - 2020.
- 2020-2021
  - With TPO assistance, complete the bicycle & pedestrian design & engineering - FY 2020-2021, & begin construction - FY 2021-2022
- 2021-2022
  - With TPO assistance, complete the design & engineering for the S. Peninsula Dr. sidewalk project - FY 2026-2027, and begin construction - FY 2028-2029.
- 2023-2024 thru 2025-2026
  - Work with Volusia County Traffic Engineering, FDOT, and the R2C-TPO to complete the design & engineering for the S. Peninsula Dr. sidewalk project.

## Attachment 3

### Town Council Meeting Minutes

April 21, 2016

**13.A. Consideration of the Bicycle and Pedestrian Master Plan as prepared by Lassiter Transportation Group, Inc.** Mayor Smith had several comments and concerns about approving this document as it appeared that the conditions of the “scope of work” were not met. He went on to note several discrepancies with sidewalk sizes, locations, and costs. Mr. Joulani noted that this document is the framework which is needed to create an actual Master Plan. He stated that the feasibility study, engineering, and design will come later. Councilmember Paritsky suggested holding public workshops to discuss the impacts on each of the neighborhoods. Ms. Nicoulin, Transportation Planner for Lassiter, explained that this project has been in the works for several years and agrees with the Mayor’s assessment of the report along with Councilmember Paritsky on the importance of obtaining public input. Chief Scales noted that since Councilmembers each have a list of issues, he suggested tabling this item so staff can collect those lists and work with Lassiter to prepare a more complete and accurate report. Council agreed by consensus.

October 19, 2017

**12.A. Consideration of the adoption of Bicycle and Pedestrian Master Plan.** Mr. Joulani explained that the Plan had been re-written based on comments received from staff and Council. He noted that these changes are outlined in the staff report and have been incorporated into this final draft document. Mr. Joulani stated that the implementation costs are unknown, but the Town has applied for grant funding from the River To Sea Transportation Planning Organization (TPO) for a feasibility study. Councilmember Paritsky thanked Mr. Joulani for his work on this document. Mayor Smith commended Mr. Joulani and his staff, noting that the Town now has a working document, something far improved from the unacceptable work product provided by the consultant. Councilmember Perrone suggested that before bus stops are improved, the Town request that VOTRAN commit to keeping those particular stops. Mr. Joulani stated VOTRAN has committed to improving service and accessibility, and plans to meet with the TPO in November. Mayor Smith opened public participation. Robert Bullard, 4802 S. Peninsula Drive stated that the temporary closure of Inlet Harbor Restaurant negatively affected ridership; he added that the County Bike Loop, consisting of 260 miles is attracting national attention and stated there’s a public meeting in DeLand on the 26<sup>th</sup>. Mayor Smith closed public comment. Councilmember Paritsky moved to adopt the proposed Bicycle and Pedestrian Master Plan as submitted; seconded by Vice-Mayor Hoss. The motion PASSED by consensus, 5-0.

October 11, 2018

**7.A. Presentation of Bicycle-Pedestrian Feasibility Study.** Mr. Joulani provided the history behind this item, noting that this study is the first step to prove the project is feasible, which allows for grant funding. He explained that this would be considered a long-term project that would be completed in phases. He stated the goal of the project is to improve bicycle and pedestrian safety. He added that this concept plan should be used as a guide to identify safety, drainage, and ADA concerns. Ms. Witt thanked Mr. Joulani for his work with the Transportation Planning Organization (TPO) and the consultant on this study and Mr. Gunter for his work with the consultant in reviewing the entire sidewalk on foot. Councilmember Perrone asked about the costs associated

### Attachment 3

with the project, noting the inflation rate continues to rise. He also expressed concerns that the County could raise the municipality's participation costs from 10% to 25%. Stephan Harris, Transportation Planner and Project Manager with the River-to-Sea TPO stated the agency reviews its policies each November and we'll know then if the co-sponsorship will remain at 10% (noting that the Review Committee recommended keeping the participation at 10%). Mr. Harris stated that the practice has been that once a project is approved by the TPO, it is recognized at the level of participation of that time – which would currently be the 10% match. Mr. Harris then explained the steps the Town should take if it wished to be considered for funding. Councilmember Perrone asked if the Town would be required to do every improvement that is outlined in this document. Mr. Harris stated that the report is meant as a guide; the Town can make changes, as it is a conceptual plan. Mr. Harris explained that grants are paid with Federal funds, so the Town must become "certified" to be eligible to receive and disburse Federal funds or the Town can partner with an entity, such as the County, that is already certified. Councilmember Milano asked what happens if the Town is unable to obtain the necessary easements. Mr. Harris stated that if negotiations with the property owner fails, the project could be modified. Councilmember Paritsky stated the Town would be under no further obligation at this point and suggested that public workshops and recommendations from the Town's Advisory Boards would be necessary prior to starting a project of this magnitude. Mr. Joulani stated that a survey and draft design would have to be completed and provided first so residents would have the opportunity to review and provide comments. Mayor Smith opened public comment – Robert Bullard, 4802 S. Peninsula Drive stated, "you do not build sidewalks *and then* install underground infrastructure". He stated his professional opinion that South Peninsula Drive was not constructed properly and suggested the Town create a Master Plan to include sidewalks, drainage, utilities, and infrastructure, and then rebuild South Peninsula Drive. Paul Roxenberg, 122 Beach Street stated he negotiated with the Town during a sidewalk expansion in his area and asked Council to be mindful that asking for a foot or two here and there, may cause some property owners to object to the entire project. Mayor Smith closed public comment. Councilmember Paritsky moved to accept the Bicycle-Pedestrian Feasibility Study; seconded by Vice-Mayor Hoss. The motion PASSED 5-0, consensus.

**January 17, 2019**

**11.B. Resolution 2019-01, authorizing a grant application to the River-to-Sea TPO to become a Priority Project for potential funding of design, engineering, and future construction of a Bicycle/Pedestrian Project for South Peninsula Drive.** Attorney Shepard read the resolution by title only. A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN PONCE INLET, FLORIDA, AUTHORIZING THE SUBMISSION OF A PRIORITY PROJECT GRANT APPLICATION TO THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION FOR FEDERAL AND STATE FUNDING ASSISTANCE WITH THE DESIGN, ENGINEERING, AND CONSTRUCTION OF THE BICYCLE/PEDESTRIAN PROJECT (AKA PONCE INLET MOBILITY PROJECT); AND PROVIDING AN EFFECTIVE DATE. Mr. Joulani stated that this is a first step in the process for seeking grant monies for funding of a Bicycle/Pedestrian Project for South Peninsula Drive. He stated that the Town must submit a resolution to the TPO in order for this project to be considered a priority project. Once that is determined, then the Town will go to the next steps. Councilmember Perrone expressed concerns that the percentage of funding could change and that, coupled with cost overruns, could potentially put the Town at higher-than-anticipated costs. Councilmember Paritsky asked if approval of this Resolution commits the Town to the project. Mr. Joulani stated that the Town would not be committed

## Attachment 3

to the project itself, but it does commit the Town to submit the application and locks-in the cost-ratio rates of 90% (Federal and State funds) and 10% (Town's share) for three years. He stated the application deadline is March 29, 2019. Mayor Smith asked for public comments – hearing none, he closed public comments.

Councilmember Paritsky moved to approve Resolution 2019-01 as presented; seconded by Vice-Mayor Hoss. The motion PASSED 5-0, with the following vote: Councilmember Paritsky – yes; Vice-Mayor Hoss – yes; Councilmember Perrone – yes; Mayor Smith – yes; Councilmember Milano – yes.

**February 18, 2021**

**13.A. Grant application to the River-to-Sea TPO for the design, engineering, and construction of an 8-foot accessible sidewalk adjacent to South Peninsula Drive, where feasible.** Mr. Joulani presented a summary of his staff report regarding this item and stated that the town has submitted the required documents for ranking of this project to the TPO annually since 2018. He stated that this is a request to authorize staff to submit an updated application or letter of intent to remain in the priority list for 2021. He also requested the Town Council consider increasing the grant match percentage to 12.5% or 15% so that the Town can earn additional points and move up on the priority list. He noted that the project is currently 12<sup>th</sup> on the priority list for funding, and the cost estimates have been updated for the projected year of construction. There was discussion regarding the right-of-way width and encroachments. Mr. Joulani noted that this will be determined with more certainty when the right-of-way is surveyed during the design phase. Councilmember Israel suggested that all residents on Peninsula Drive be notified of the project. Vice-Mayor Paritsky opened public comments. Joe Perrone, 78 Buschman Drive stated that this topic has been on the TPO's radar for years, and that the Town must make sure to lock in the minimum required match so that it cannot be affected if that requirement changes in the future. He further suggested that the Town should check with the residents to see if they are supportive of this project and then confirm that the match rate is grandfathered. Councilmember Israel expressed concern about the cost of this project and asked Vice-Mayor Paritsky if she was supporting a tax increase for this. Vice-Mayor Paritsky noted that the Town's commitment to this project is for this year only and the Town has the right to withdraw its application for funding in future years. Ms. Witt stated that if there is any hesitation to increase the percentage, Council can keep it at 10%. Councilmember Milano stated there are between 15 and 20 homes on S. Peninsula Drive that would be adversely affected by this project and noted that the existing sidewalk is not safe; he agrees with an increase to 15%. Mayor Smith agreed and added that the additional width could provide for safer line-of-sight views for people exiting their driveways. He asked if the cost estimate is for removal and replacement or is it to add to the sidewalk width. Mr. Joulani confirmed that the costs include removal and replacement. Joe Villanella, 46 Jana Drive, noted his support of increasing the percentage if it improves the Town's chances of being awarded the project. He stated the State may be reducing its funding, so the Town needs to lock in its rate; and this has been a safety issue. Sharone LeMieux, 4590 S Atlantic Ave., stated her support of a safe bikepath/walkway. Tony Goudie, 4715 Dixie Drive stated that this has been a long-standing issue; asked for specific information regarding how this will affect tax rates (Editor's Note: Attachment 1 was later provided and is submitted as a supplement to these minutes); noted that as each day passes, the construction costs increase. Vice-Mayor Paritsky closed public comments.

### Attachment 3

*Mayor Smith moved to authorize and approve submittal of the grant application to the River-to-Sea TPO for the design, engineering, and construction of an 8-foot accessible sidewalk adjacent to South Peninsula Drive where feasible and to increase the town's matching funds to 15%; seconded by Councilmember Milano. The motion PASSED 5-0, with the following vote: Mayor Smith - yes; Councilmember Milano - yes; Councilmember Israel - yes; Vice-Mayor Paritsky - yes; Councilmember Hoss - yes.*

**January 20, 2022**

**13.A. Request for continued support for the South Peninsula Drive Sidewalk Project.**

Ms. Witt noted that this request is for continued support of this project; the Essential Services Advisory Board unanimously approved continued support. Councilmember Israel stated the projected cost is \$823,744 and expressed concerns that cost could increase when the project gets underway in 2023/2024? Ms. Witt stated the project has been budgeted over the next few years. Mr. Mendenhall stated the projection has been calculated and with the 15% Town match, the Town will be going into the design phase in the FY 26/27. Councilmember Israel stated that is five years from now, and we need to determine the costs five years from now. Mr. Mendenhall stated a projection sheet is available and would be provided to Council. Mayor Paritsky clarified that the Town could always say "no" to the project if the costs are excessive or for any other reason; Ms. Witt stated the design phase will assist in determining the cost; noting that concrete prices and other factors can affect the cost. Councilmember Israel asked when the design and engineering would be completed; Ms. Witt stated it is expected within the next two years. Councilmember Israel asked if the Town would be financially responsible for any portion of the project if it chooses to say "no". Vice-Mayor Smith stated the estimate is updated every year by our engineers and the Town is responsible for 15% and the Town still has the option to opt-out of the project. This project is estimated to cost \$1,000,000 per mile, is subject to vary, and the TPO is keeping track of it. Mayor Paritsky opened public comment. Mike Mirage, 15 Mar Azul North asked at what point are the residents notified and involved in the project. Mr. Mendenhall stated that at the design stage, the residents will be notified. Vice-Mayor Smith clarified that the Town will be using part of the existing right-of-way, the Town will not be doing anything to anyone's private property. All of the proposed work will occur in the right-of-way, not on private property, and yes, some owners will lose vegetation along the front of their property, but that is all in the right-of-way. The good news is that it will help with visibility along Peninsula, on side streets, and driveways. Mark Oebbecke, 4758 S. Peninsula Drive, ESAB and BPAC member, stated he has followed this project closely and that we need the design phase to determine what the impact might be; that is why the board approved moving forward. Mayor Paritsky she closed public comment.

*Councilmember Israel moved to authorize the Town Manager to submit a letter to the TPO reaffirming the Town's commitment to this project; seconded by Councilmember Milano. The motion PASSED 5-0, with the following vote: Councilmember Israel - yes; Councilmember Milano - yes; Vice-Mayor Smith - yes; Mayor Paritsky - yes; Councilmember Caswell - yes.*

**February 16, 2022**

**13.B. Request for continued support of the South Peninsula Drive Bicycle/Pedestrian Mobility Plan.** Mr. Disher provided a brief history of the project, noting that funding from the federal

## Attachment 3

Infrastructure Act has allowed the project to move ahead of schedule on FDOT's work program, however, the entire project was not funded and the TPO has assured the Town that it will not be responsible for additional monies other than the 15% previously pledged. Volusia County will administer the project as required by the FDOT, possible options for proceeding with the project include: the Town fully-funding the design for the entire project up front; designing and constructing the project in phases over multiple years; or requesting the entire project be deferred. This item was forwarded to the Town Council from the Essential Services Advisory Board with the recommendation for approval.

Mayor Paritsky opened public comment – hearing none, she closed public comment.

Councilmember Caswell moved to approve the request for continued support of the South Peninsula Drive Bicycle/Pedestrian Mobility Project; seconded by Councilmember Villanella. The motion PASSED by consensus, 5-0.

**May 18, 2023**

**13.A. Consideration of Joint Project Agreement with Volusia County for Construction Services for the South Peninsula Drive project.** Mr. Disher stated that the South Peninsula Drive Sidewalk project must be administered by an agency authorized to administer projects using state and federal funds. Volusia County is a LAP-certified agency and has agreed to administer the design and construction of this project on behalf of the Town. Therefore, staff is requesting approval of the Joint Project Agreement with Volusia County for construction services for the South Peninsula Drive sidewalk project. The Town has received a grant for 85% of this project from the River-to-Sea TPO, and the Town has committed the remaining 15%; the Town will fulfill its obligation of 15% by paying 100% of the design. The Town has paid some of this money out already through the septic-to-sewer plans (survey work). After the Agreement has been approved, a community information session will be held at the community center. Councilmember Caswell commended Mayor Paritsky for her advocacy on this project. She then asked if the fees are paid all at once or over time. Mr. Disher stated that under the Agreement, the Town will pay the County for its services over time; he noted that the Town will also receive credit for the survey work already done for the septic-to-sewer project.

Councilmember Villanella moved to approve the joint project agreement with Volusia County for construction services for the South Peninsula Drive sidewalk project and authorize the Mayor to sign the Agreement; seconded by Councilmember Caswell. The motion PASSED 5-0, consensus.



**Meeting Date:** 2/19/2026

**Agenda Item:** 11-A

## **Report to Town Council**

**Topic:** Resolution 2026-03 – Adoption of the National Flood Insurance Program Community Rating System (CRS) and the 2025 Volusia Multi-Jurisdictional Program for Public Information (PPI) Plan.

**Summary:** The Town has participated in the National Flood Insurance Program (NFIP) Community Rating System (CRS) since 2003. This voluntary incentive program encourages floodplain management activities which exceed minimum NFIP requirements. In return, the participating communities receive a variety of benefits including reduced flood insurance premiums for property owners, enhanced public awareness of flood hazards, and increased competitiveness for state and federal grant funding. Additional credit is provided by the CRS to jurisdictions that collaborate on multi-jurisdictional PPI plans. Please see the attached staff report and supporting documents for more information.

**Suggested motion:** Approval of Resolution 2026-03 as presented.

**Requested by:** Mr. Lear, Planning & Development Director  
Mr. Baker, Chief Building Official

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### TOWN OF PONCE INLET, PLANNING AND DEVELOPMENT DEPARTMENT BUILDING DIVISION

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

To: Michael Disher, AICP, Town Manager

Through: Darren Lear, AICP, Planning & Development Director

From: Robert Baker, Chief Building Official/Certified Floodplain Manager

Date: February 9, 2026

Subject: Resolution 2026-03, Adoption of the National Flood Insurance Program Community Rating System (CRS) and the 2025 Volusia Multi-Jurisdictional Program for Public Information (PPI) Plan

**MEETING DATE:** February 19, 2026

### BACKGROUND

The CRS is a voluntary incentive program that encourages communities to implement floodplain management activities that exceed minimum National Flood Insurance Program (NFIP) requirements. In return, participating communities receive benefits such as reduced flood insurance premiums for property owners, enhanced public awareness of flood hazards and increased competitiveness for state and federal grant funding. The Town has participated in the NFIP CRS since 2003.

In 2013, the NFIP revised CRS requirements to include additional creditable activities, including the development and implementation of a PPI. A PPI plan is a coordinated flood hazard outreach initiative designed to educate residents, property owners, and businesses about flood risks, mitigation strategies, insurance options, and preparedness actions.

The CRS provides additional credit when jurisdictions collaborate on a multi-jurisdictional PPI plan, allowing communities to coordinate messaging and reach a broader audience across shared watersheds and flood-prone areas. This updated plan provides a comprehensive and coordinated approach to flood hazard outreach and public education. The plan is intended to reduce flood-related injuries and property damage, improve public understanding of flood risks and support continued participation and favorable standing within the CRS program.

The Town Council previously adopted the original PPI plan by Resolution No. 2016-06 on May 19, 2016, and approved updates by Resolution No. 2021-01 on January 21, 2021.

### RECOMMENDATION

Staff recommends adoption of Resolution No. 2026-03, thereby approving the 2025 Volusia Multi-Jurisdictional Program for Public Information Plan and reaffirming the Town's commitment to flood risk reduction, public safety, and continued participation in the Community Rating System.

## **RESOLUTION NO. 2026-03**

### **A RESOLUTION OF THE TOWN COUNCIL OF PONCE INLET, FLORIDA ADOPTING THE NATIONAL FLOOD INSURANCE PROGRAM, COMMUNITY RATING SYSTEM AND THE 2025 MULTI-JURISDICTIONAL PROGRAM FOR A PUBLIC INFORMATION PLAN; PROVIDING FOR CONFLICTING RESOLUTIONS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, certain areas of the Town of Ponce Inlet are vulnerable to coastal and riverine flooding that significantly threaten the safety of residents; and

**WHEREAS**, since 2003 the Town has participated in the Community Rating System (CRS) of the National Flood Insurance Program (NFIP), which offers incentives to participating communities that exceed the minimum floodplain management requirements, with benefits that include discounts on flood insurance, increased grant competitiveness, and increased flood hazard awareness; and

**WHEREAS**, the Town's participation in the CRS program has earned a Class 5 rating, providing a 25 percent discount on annual premiums to flood insurance policy holders located within the Special Flood Hazard Areas of the Town, a discount which saves property owners in Volusia County collectively well over \$1.9 million dollars a year; and

**WHEREAS**, the CRS program requirements were revised by the NFIP in 2013 to include new creditable activities, one of which is to develop and implement a Program for Public Information (PPI) plan, a coordinated flood hazard outreach initiative for the purpose of building community resilience to flooding; and

**WHEREAS**, the CRS program requirements provide extra benefit for partnering with other jurisdictions to develop and implement a PPI plan, covering a broader, multi-jurisdictional area; and

**WHEREAS**, the Town Council adopted the original PPI plan by Resolution 2016-06 on May 19, 2016, with updates approved by Resolution 2021-01 on January 21, 2021; and

**WHEREAS**, the Town of Ponce Inlet joined with its neighboring CRS communities Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Port Orange, South Daytona, and Volusia County, to develop the updated 2025 Multi-Jurisdictional PPI plan that provides a comprehensive, coordinated approach to improving communication with citizens to reduce injury and damage to property from future floods; and

**WHEREAS**, the Town Council finds the PPI plan consistent with its goal and objectives in reducing the potential for personal/property losses in flood-prone areas and ensuring the lowest possible flood insurance premiums for property owners.

**NOW, THEREFORE BE IT RESOLBED BY THE TOWN COUNCIL OF THE TOWN OF PONCE INLET, FLORIDA, THAT:**

**SECTION 1. Recitals.** The above recitals are true and correct, and by this reference are hereby incorporated in and made an integral part of this Resolution.

**SECTION 2. Adoption.** The Town Council hereby adopts the 2025 Volusia Multi-Jurisdictional Program for Public Information Plan.

**SECTION 3. Severability.** If any section, subsection, sentence, clause, phrase, or portion of this Resolution, or application hereof, is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion or provision in such holding shall not affect the validity of the remaining portions or applications hereof.

**SECTION 4. Conflicting Resolutions.** All other resolutions or parts thereof that are in conflict with this Resolution are hereby rescinded and repealed.

**SECTION 5. Effective Date.** This Resolution shall take effect immediately upon its final adoption.

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that said Resolution be adopted. A roll call vote for the Town Council on said motion resulted as follows:

Mayor Paritsky, Seat #1	_____
Councilmember Milano, Seat #2	_____
Councilmember White, Seat #3	_____
Councilmember Villanella, Seat #4	_____
Vice-Mayor Smith, Seat #5	_____

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

TOWN OF PONCE INLET

ATTEST: \_\_\_\_\_  
Kim Cherbano, Town Clerk

VOLUSIA COUNTY, FLORIDA

BY: \_\_\_\_\_  
Lois Paritsky, Mayor

# 2025 VOLUSIA MULTI-JURISDICTIONAL PROGRAM FOR PUBLIC INFORMATION

---

## **Community Rating System Participating Communities:**

**Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, South Daytona, and Unincorporated Volusia County**

**2025**

---

**Prepared by County of Volusia Planning and Development Services Division in coordination with the Volusia Multi-Jurisdictional PPI Committee Members**

---

## Contents

Executive Summary.....	3
Background .....	4
Community Rating System .....	4
Multi-Jurisdictional PPI .....	7
History.....	7
Committee.....	9
Public Information Needs Assessment .....	11
Community Profile.....	11
Flood Hazard.....	12
Flood Insurance Coverage Assessment.....	16
Flood Insurance Coverage .....	16
Repetitive Loss Properties .....	20
Summary .....	20
Priority Areas.....	21
Priority Audiences .....	21
Existing Public Information Efforts .....	23
Messages .....	29
Other Public Information Initiatives .....	32
Map Information Services.....	32
Hazard Disclosure for Real Estate Agents .....	32
Flood Protection Website .....	33
Flood Protection Assistance .....	34
Plan Maintenance Procedures .....	35
Plan Adoption .....	35

## Executive Summary

Volusia County is in the central portion of the Florida east coast. The land area of Volusia County is approximately 1,103 square miles of land and 329 square miles of water with 50 miles of Atlantic Ocean shoreline, an intracoastal waterway, and bounded on the west by the St. Johns River.

All 17 jurisdictions within Volusia County participate in the NFIP.

Every jurisdiction in Volusia County participates in the Local Mitigation Strategy (LMS) Working Group to receive federal mitigation funding.

Of the 17 jurisdictions that participate in the NFIP and LMS, only 11 participate in the CRS. Those 11 communities include Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, South Daytona, and unincorporated Volusia County. All 11 of these communities participate in this Multi-Jurisdictional Program for Public Information (MJ-PPI).

The Program for Public Information (PPI) is a planning tool to provide a coordinated approach to flood hazard outreach.

The Volusia Multi-Jurisdictional Program for Public Information (MJ-PPI) was initiated on March 11, 2015, through agreement with the attendees at a Local Mitigation Strategy (LMS) Working Group meeting.

The Multi-Jurisdictional Program for Public Information (MJ-PPI) committee must contain people from both inside and outside local government. The committee meets annually to monitor the implementation of the outreach projects and is integral in updating the MJ-PPI every five years - providing feedback on possible changes to targeted areas for outreach, revisions to messages, and delivery method and frequency of the messages.

The total savings for all Volusia County communities that participate in the CRS is approximately \$1,964,356 based on flood policies in effect as of January 2025.

# Background

## Community Rating System

The Community Rating System (CRS) is a voluntary program under the National Flood Insurance Program (NFIP) that qualifies participating communities for reduced rates on flood insurance policies. The rating system is based on 19 activities that receive credit points by implementing local mitigation, outreach, and educational activities that go well beyond minimum NFIP requirements. All 17 jurisdictions within Volusia County participate in the NFIP.

In addition, every community in Volusia County participates in the Local Mitigation Strategy (LMS) Working Group to receive federal mitigation funding. The 2025 Volusia County Multi-Jurisdictional LMS is Volusia County's Hazard Mitigation Plan, a comprehensive document that includes the Integrated Floodplain Management Plan and Volusia County Flood Warning Program.

Of the 17 jurisdictions that participate in the NFIP and LMS, only 11 participate in the CRS. Those 11 communities include Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, South Daytona, and unincorporated Volusia County (Figure 1). All 11 of these communities participate in this Multi-Jurisdictional Program for Public Information (MJ-PPI).

Table 1 identifies the CRS Class for each participating community and the applicable discount potential for properties located in a Special Flood Hazard Area (SFHA) and the current savings to policyholders. It indicates that most communities have been participating in the CRS Program since the early 1990s. The flood policy discounts range according to the community class rating and flood zone. The lower the CRS Class, the more savings an individual homeowner will receive. The total savings for all Volusia County communities that participate in the CRS is approximately \$1,964,356 based on flood policies in effect as of January 2025.

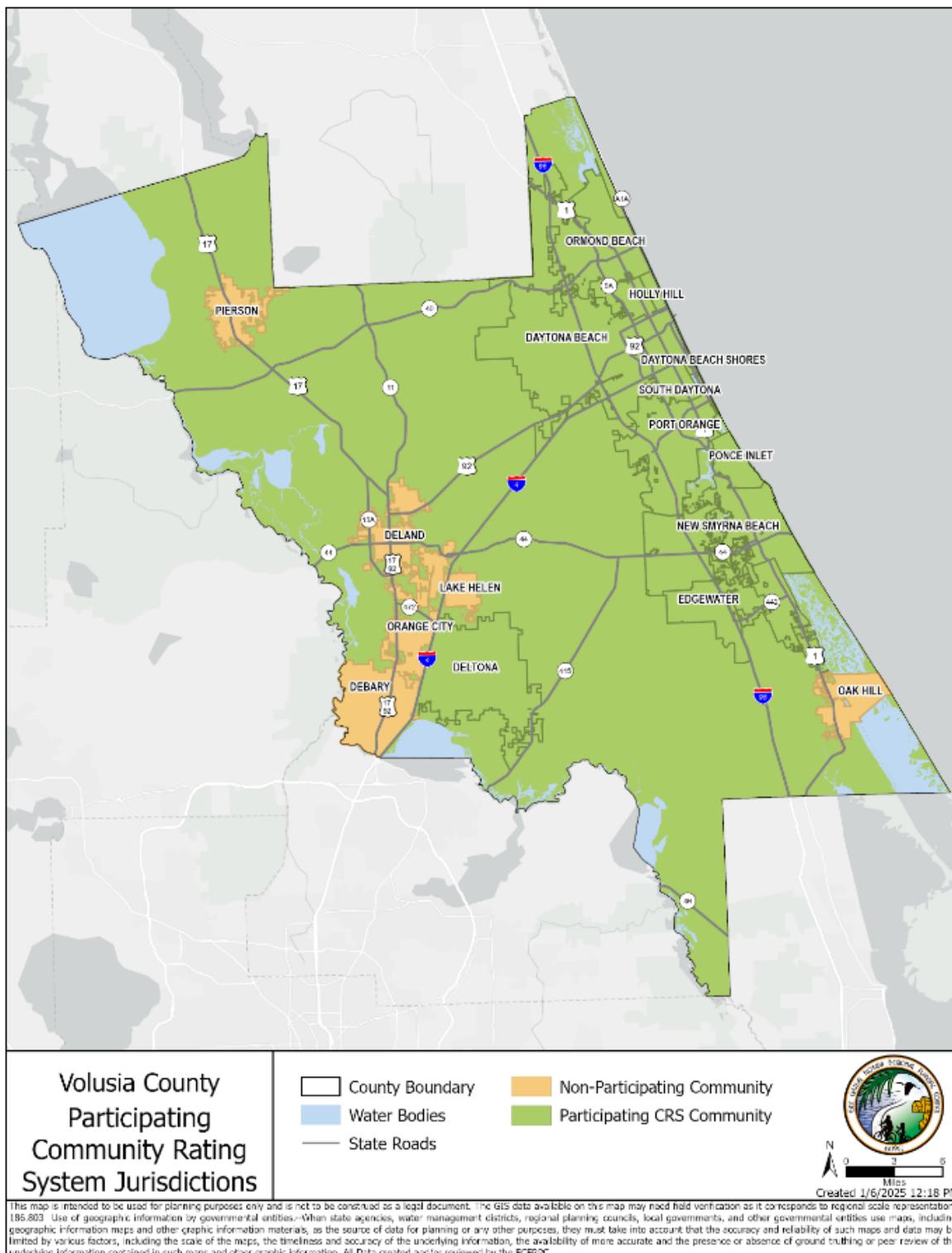
*Table 1: Volusia County CRS Insurance Savings Report (as of 1/28/2025)*

Community	CRS Entry Date	Current Class	% Discount for Properties in Special Flood Hazard Areas	Total Savings in Premiums for Flood Policy Holders
Daytona Beach	10/01/1994	5	25	\$340,828
Daytona Beach Shores	10/01/1992	5	25	\$56,627

Community	CRS Entry Date	Current Class	% Discount for Properties in Special Flood Hazard Areas	Total Savings in Premiums for Flood Policy Holders
Deltona	05/01/2015	9	5	\$21,819
Edgewater	10/01/1992	6	20	\$29,584
Holly Hill	10/01/1994	8	10	\$38,686
New Smyrna Beach	10/01/1991	5	25	\$463,411
Ormond Beach	10/01/1992	5	25	\$227,076
Ponce Inlet	05/01/2004	5	25	\$110,794
Port Orange	10/01/1992	5	25	\$182,645
South Daytona	10/01/1992	7	15	\$38,082
Volusia County	10/01/1993	5	25	\$454,804
Total				\$1,964,356

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

Figure 1: Participating CRS Jurisdictions in Volusia County



## Multi-Jurisdictional PPI

The Program for Public Information (PPI) is a planning tool to provide a coordinated approach to flood hazard outreach. A PPI can be developed and implemented by a single community or with other communities as a multi-jurisdictional effort. The purpose is the same: to improve communication with citizens, and to provide information about flood hazards, flood safety, flood insurance and ways to protect property and natural floodplain functions to those who can benefit from it.

Coordination between jurisdictions through a Multi-Jurisdictional Program for Public Information (MJ-PPI) further increases efficiency in resource use and improves communication with citizens. All Community Rating System (CRS) participating communities realize an opportunity in collaborating to develop a multi-jurisdictional plan built on existing programs.

Reducing future flood damage requires a partnership with the public, and an educated public is an important component for success. A MJ-PPI Plan can offer participating communities the benefits of clear, coordinated messages and a more comprehensive approach in getting information out in a consistent, cost-effective manner.

Specifically, the MJ-PPI is an ongoing outreach effort to design and transmit the messages that the community determines are most important to its flood safety and the protection of its floodplains' natural functions. A MJ-PPI must be developed according to a seven-step planning and public involvement process that begins with establishing a PPI committee to guide the effort. The next step involves assessing the community's public information needs to identify key focus areas. Based on this assessment, targeted messages are formulated and specific outreach projects are identified to convey those messages effectively. The program also includes a review of other existing public information initiatives to promote coordination and avoid redundancy. Following these preparatory steps, a comprehensive PPI document is prepared and formally adopted. Finally, the program is implemented, with ongoing monitoring and evaluation to ensure that it meets the community's needs and objectives.

## History

The Volusia Multi-Jurisdictional Program for Public Information (MJ-PPI) was initiated on March 11, 2015, through agreement with the attendees at a Local Mitigation Strategy (LMS) Working Group meeting.

Original preparation of the MJ-PPI, and subsequent 5-year updates, include insurance statistics showing the number of claims inside and outside of the floodplain, identification of the “Target Area”, “Target Audiences”, an assessment of the community’s public information needs, formulation of messages, and an inventory of public outreach initiatives to convey those messages.

After preparation and review, the MJ-PPI document is formally adopted by Resolution by all 11 participating communities. The MJ-PPI committee implements, monitors, and evaluates the program annually.

Table 2 identifies the summary of past actions, including the original MJ-PPI establishment in 2015 and the first 5-year update in 2020. Each update follows the seven-step planning and public involvement process outlined in the 2017 CRS Manual, pages 330-11 through 330-19.

*Table 2: Summary of Past Actions*

Date	Action Description
October 23, 2015	Draft Volusia MJ-PPI sent to CRS Technical Specialist
November 24, 2015	Draft Volusia MJ-PPI sent to FEMA, Region 4 - No identifiable issues found.
November 2015-June 2016	All participating communities adopted the PPI by Resolution
February 2016-January 2017	Implementation of the outreach projects
February 28, 2017	Implementation documents sent to the CRS Technical Coordinator for review
March 7, 2017	Positive score results received
April 30, 2018	Annual PPI review
March 20, 2019	Annual PPI review
March 23, 2020	Annual PPI review
September 23, 2020 October 7, 2020	Virtual meetings for 5-year update
June 25, 2021	Annual PPI review
February 24, 2022	Annual PPI review
February 17, 2023	Annual PPI review
February 9, 2024	Annual PPI review

## Committee

The Multi-Jurisdictional Program for Public Information (MJ-PPI) committee must contain people from both inside and outside local government. The committee meets annually to monitor the implementation of the outreach projects and is integral in updating the MJ-PPI every five years - providing feedback on possible changes to targeted areas for outreach, revisions to messages, and delivery method and frequency of the messages. Table 3 identifies the updated MJ-PPI committee for 2025.

Table 3: Volusia Multi-Jurisdictional PPI Committee Membership

Community	Governmental Representative	Nongovernmental Stakeholder
Daytona Beach	Justin Barton, Engineer II	Angie Sehenuk, Resident
Daytona Beach Shores	Stewart Cruz, Community Services Director	Chuck Horion, Resident Kim Smith, Resident
Deltona	Phyllis Wallace, Deputy Public Works Director	Glenn Whitcomb, Resident
Edgewater	Dilena Talley, Junior Planner Erica Ehly, Senior Planner	Tracey Barlow, Resident Bliss Jamison, Real Estate
Holly Hill	Rickie Lee, Chief Building Official	Kyle Mahanes, Resident
New Smyrna Beach	Kyle Fegley, City Engineer	Stan Harrison, Insurance
Ormond Beach	Robin Gawel, Senior Planner	Becky Weedo, Resident
Ponce Inlet	Hank Baker, Chief Building Official Ami Pierce, Office Manager	Chad Sturno, Resident
Port Orange	Margaret Tomlinson, Construction & Engineering Manager Valerie Duhl, Community Development Engineer	Mike Springer, Resident
South Daytona	John Boden, Chief Building Official Becky Witte, Deputy City Clerk/Public Information Officer	Megan Howard, Resident
Volusia County	Samantha West, Sustainability & Resilience Manager Clayton Jackson, Public Information Officer Joseph Jaskula, CRS Coordinator/Planner II	Denise Hutchinson, Resident

The MJ-PPI Committee met twice in 2025, with an in-person meeting on February 18, 2025, and a virtual meeting on May 21, 2025, to review program status, data trends, and proposed updates to the Volusia Multi-Jurisdictional Program of Public Information. Committee members reviewed the annual PPI reports and were advised on areas where updates or refinements may be necessary. The County distributed background information to support updates to the 2020 MJ-PPI, and each participating jurisdiction provided updates on their current public information activities. While some outreach efforts were community specific, many were regional in nature, and the discussions highlighted opportunities for improved coordination and shared messaging among jurisdictions.

During both meetings, the committee discussed key data trends relevant to public outreach, including increasing population across most jurisdictions, declining flood insurance policies inside and outside Special Flood Hazard Areas, and rising numbers of repetitive loss properties. Members noted that population growth, particularly among new residents, reinforces the need for consistent and targeted outreach, while the decline in flood insurance participation and increases in repetitive loss buildings underscore the importance of strengthening flood risk awareness, insurance education, and mitigation-focused messaging.

The committee also reviewed the approved proposed priority areas and priority audiences for the 2025 MJ-PPI update, and evaluated revised public information messages, outcomes, and performance metrics. Additional discussion focused on program development, including ways to better deliver messages to target audiences, track outreach effectiveness, and align the PPI document with current CRS guidance and related planning documents. Members provided detailed input on recommended changes to this update, including corrections, clarifications, and refinements to messaging and document organization.

# Public Information Needs Assessment

## Community Profile

Volusia County is in the central portion of the Florida east coast. The land area of Volusia County is approximately 1,103 square miles of land and 329 square miles of water with 50 miles of Atlantic Ocean shoreline. Along the eastern side of the County, the Halifax River and the Indian River/Mosquito Lagoon form long, narrow estuaries which separate the County's mainland from its barrier island. Ponce DeLeon Inlet, located near the middle of the coastline, serves as the County's only inlet through the barrier island and the major passage through which Atlantic tides and storm surge propagate into the estuaries. The Tomoka and St. Johns Rivers are other major estuaries in the County which are also sources of flooding.

Volusia County has a subtropical climate, with long, warm, and humid summers and short, mild winters. The average annual precipitation is approximately 48 inches. Over half of the rainfall occurs from June 1 through November 30, designated as the "Atlantic hurricane season."

There are sixteen incorporated areas within Volusia County, of which Deltona is the largest in terms of population.

Table 4 shows the 2020 populations of the CRS participating cities and unincorporated areas within Volusia County along with the 2024 population estimates provided by the Bureau of Economic Business Research (BEBR), University of Florida.

*Table 4: 2020 Census Count and 2024 Projected Population Estimates of Cities and Unincorporated Areas*

Jurisdiction	2020 Population	2024 Population Estimate
Daytona Beach	71,488	84,891
Daytona Beach Shores	5,179	5,251
Deltona	93,692	98,312
Edgewater	23,097	24,981
Holly Hill	12,958	13,008
New Smyrna Beach	30,142	32,542
Ormond Beach	43,080	45,140
Ponce Inlet	3,364	3,428
Port Orange	62,596	65,670
South Daytona	12,865	13,493

Jurisdiction	2020 Population	2024 Population Estimate
Unincorporated	116,397	119,097

There has been a consistent upward trend in population growth in the participating CRS communities since the original MJ-PPI in 2015.

## Flood Hazard

The 2025 Volusia County Multi-Jurisdictional Local Mitigation Strategy (LMS) identifies 17 individual hazards categorized as natural, manmade, and technological. Section 5.6 describes the Flood Hazard Profile, identifying key terms, location and spatial extent, historical occurrences, historical summary of insured flood losses, repetitive loss properties, and the probability of future occurrences. Section 6.8 identifies the vulnerability and impacts of this hazard. Flooding is the most frequent and costly natural hazard in Volusia County.

The 2025 Volusia County Integrated Floodplain Management Plan (FMP) analyzed and assessed flood hazards (including riverine, urban, and storm surge flooding) through a risk assessment. Changes in the 100-year FEMA flood zone were analyzed, comparing the acreage of the 2017 flood zone (used in the 2020 FMP analysis) to that of 2024. Storm surge flooding was assessed using the Sea, Lake and Overland Surges from Hurricane (SLOSH) model, which predicts the tidal surge heights that result from hypothetical hurricanes with selected various combinations of pressure, size, forward speed, track, and winds. The Maximum of the Maximum Envelope of High Water (MOM) was utilized from the SLOSH model from the National Hurricane Center to further determine the worst-case scenario for a particular storm category under “perfect” storm conditions.

Volusia County experienced significant flooding events since the 2020 update to the LMS, FMP, and Multi-Jurisdictional Program for Public Information (MJ-PPI). Daytona Beach and Port Orange experienced 6 to 10 inches of rainfall over a 24-hour period from a slow-moving front in 2021. Hurricane Ian (2022) produced 22 inches of rainfall, setting historic precipitation records; and Hurricane Nicole (2022) generated 3 to six inches, worsening flooding impacts and causing the St. Johns River to rise into a moderate flood stage. Holly Hill and Ormond Beach reported flooding in the fall of 2023 due to excessive rainfall. Hurricane Helene (2024) produced 0.5 to 1.5 inches of rain, and Hurricane Milton (2024) delivered 7 to 17 inches of rain. Recovery efforts from the significant flooding events that began in 2022 were further exasperated by those in 2023 and 2024.

Figure 2: FEMA Flood Hazard Zones

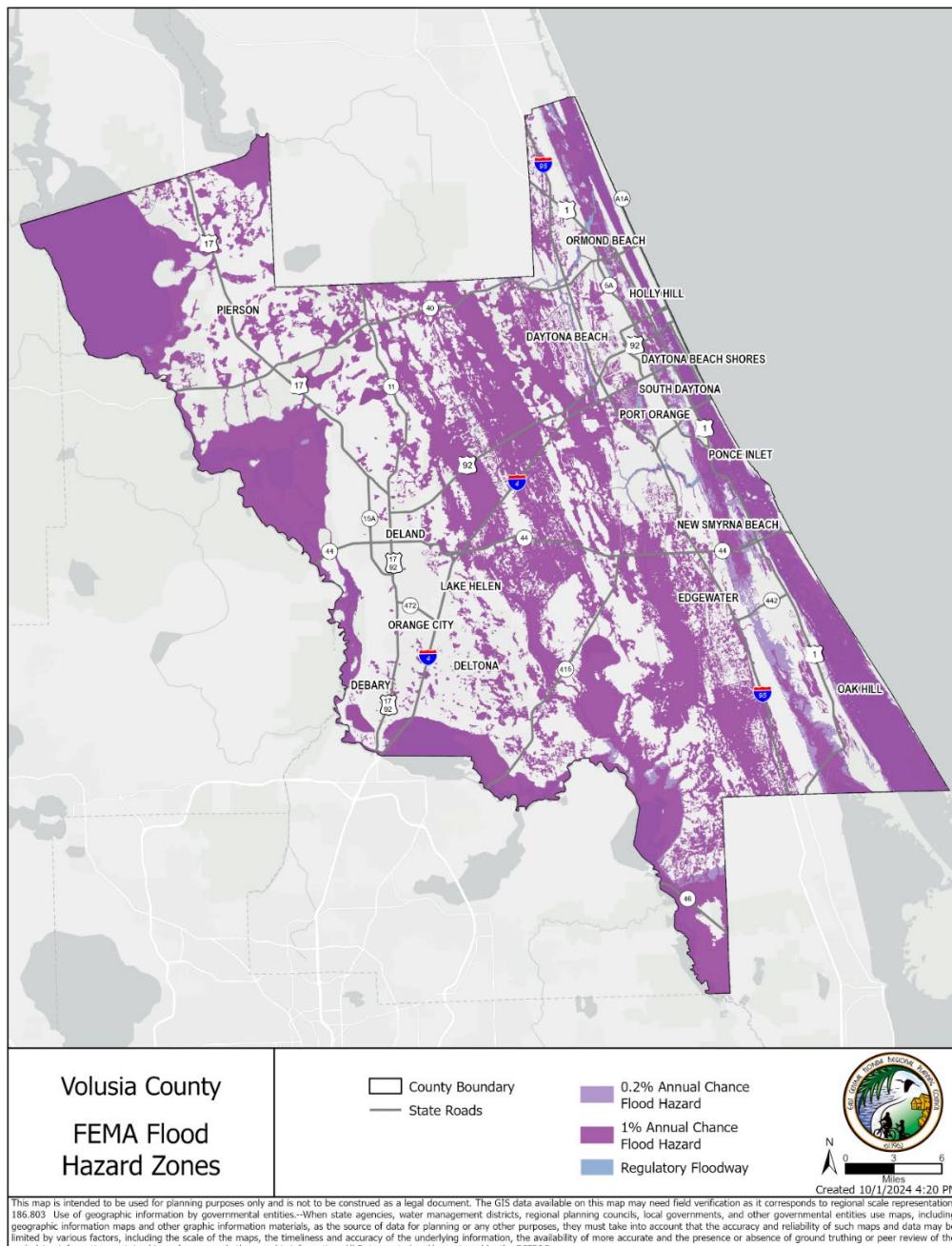


Figure 3 illustrates the location and extent of currently mapped Special Flood Hazard Areas for Volusia County based on best available FEMA Digital Flood Insurance Rate Map (DFIRM) data. This includes Zones A/AE/AH/AO (100-year floodplain), Zone VE (100-year coastal flood zones, associated with wave action) and Zone X (500-year floodplain).

Figure 3: Special Flood Hazard Areas for Volusia County

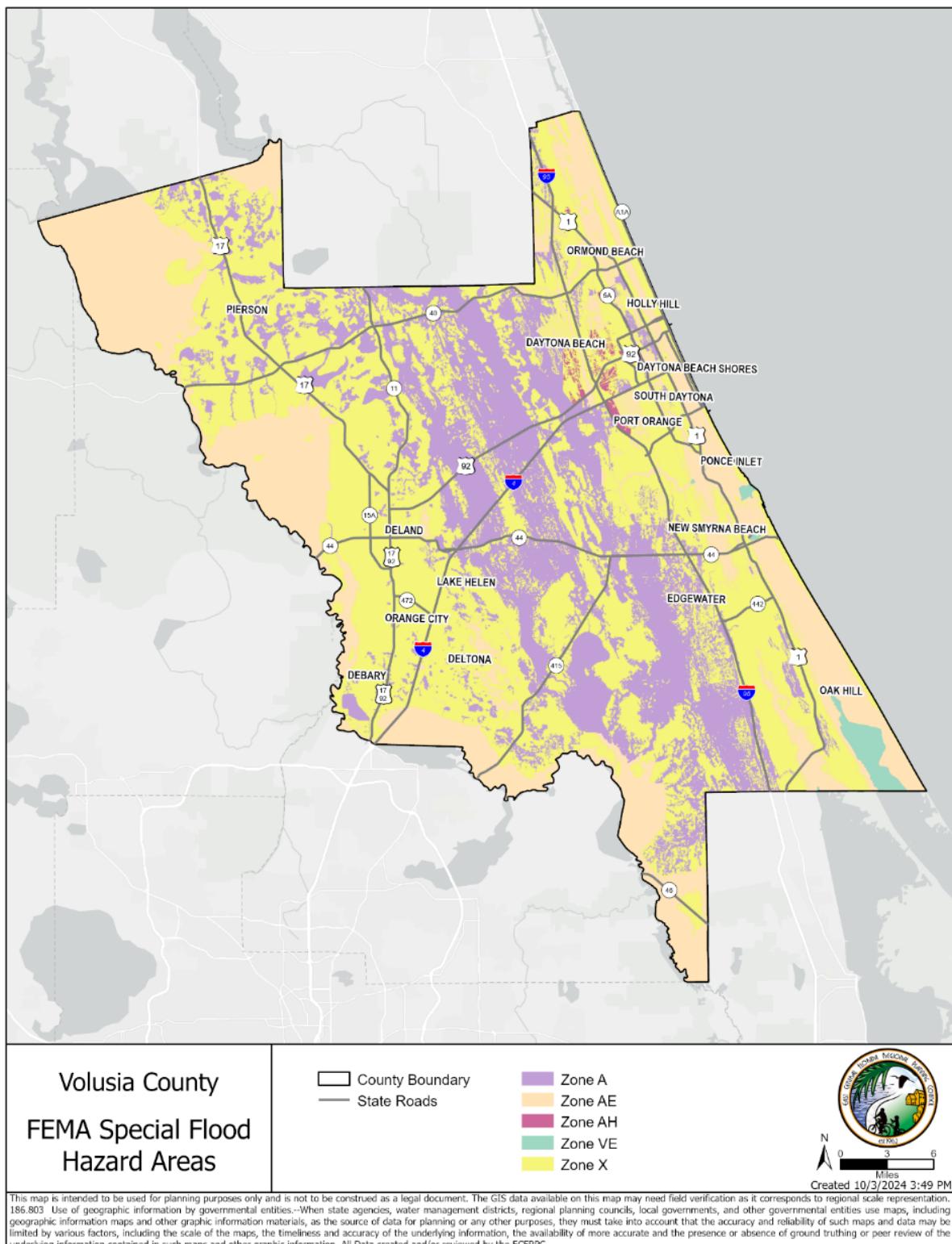
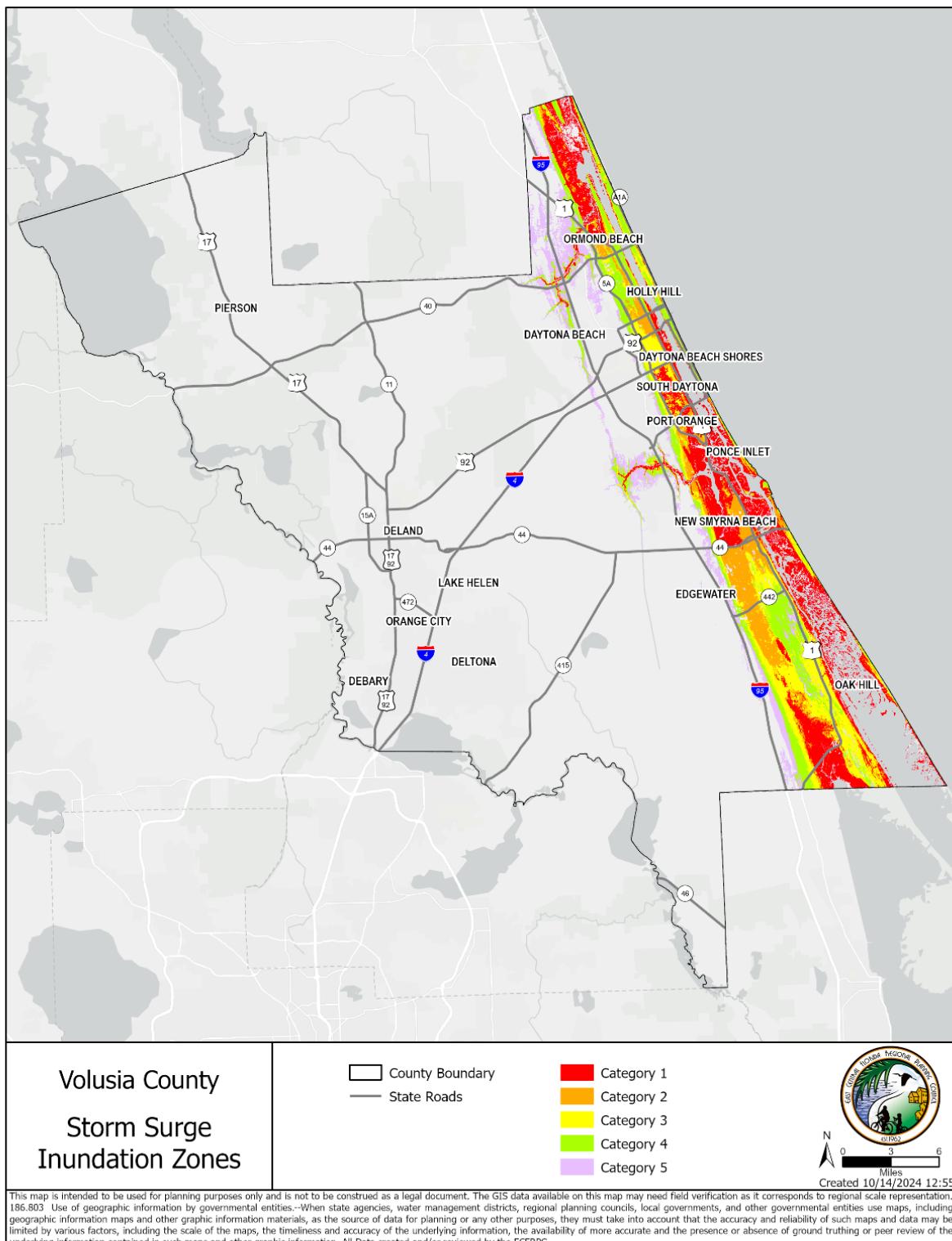


Figure 4: Storm Surge Inundation Zones



## Flood Insurance Coverage Assessment

### Flood Insurance Coverage

FEMA's National Flood Insurance Program (NFIP) provides coverage for residential properties, personal property, and non-residential properties. NFIP flood insurance premiums are based on the risk rating of the building to be insured: the higher the risk, the higher the flood insurance premium.

Prior to October 1, 2021, the NFIP rating methodology primarily considered flood zones and elevations, and had not been updated in 50 years, causing disparities that resulted in individuals paying more than their fair share in flood insurance premiums. New policies effective on or after October 1, 2021, are priced under Risk Rating 2.0. This is a new, individualized approach to risk assessment, built on years of investment in flood hazard information. By using new data, new flooding models, and new technology, Risk Rating 2.0 can assess many factors for individual properties, including: frequency of flooding, multiple flood types, proximity to flood sources, and building characteristics.

To determine the level of flood insurance coverage in the Volusia Multi-Jurisdictional area, the most recent flood insurance policy and repetitive loss data provided by FEMA and the Insurance Service Office (ISO), a subsidiary of Verisk Analytics, along with GIS information, were evaluated. Table 5 summarizes the two key statistics of policies in force in the Special Flood Hazard Area and past claims by jurisdiction.

Table 5: Flood Insurance Data in the SFHA by Jurisdiction (as of 4/2/2025)

CID	Community Name	# of Policies within the SFHA in Force	Insurance in Force	\$ of Closed Paid Losses within the SFHA	\$ of Closed Paid Losses Outside the SFHA
125099	Daytona Beach	3,091	\$967,075,000	\$89,063,128	\$30,000,340
125100	Daytona Beach Shores	15	\$792,260,000	\$60,993.90	\$3,851,237.78
120677	Deltona	199	\$163,882,000	\$1,053,635.07	\$2,265,997.61
120308	Edgewater	75	\$172,656,000	\$924,397.28	\$6,765,905.19

CID	Community Name	# of Policies within the SFHA in Force	Insurance in Force	\$ of Closed Paid Losses within the SFHA	\$ of Closed Paid Losses Outside the SFHA
125112	Holly Hill	150	\$246,684,000	\$5,247,747.90	\$7,723,871.52
125132	New Smyrna Beach	1,330	\$1,263,871,000	\$35,352,544.25	\$16,337,860.16
125136	Ormond Beach	340	\$667,697,000	\$4,920,125.48	\$8,033,635.29
120312	Ponce Inlet	358	\$452,944,000	\$5,694,530.24	\$2,310,235.74
120313	Port Orange	454	\$509,416,000	\$30,973,855	\$37,770,731
120314	South Daytona	158	\$169,501,000	\$21,382,311.02	\$38,512,069.02
125155	Volusia County	1,288	\$1,266,310,000	\$47,708,868.78	\$23,374,974.92
Total		7,458	\$6,672,296,000	\$242,382,137	\$176,946,858

Table 6 compares the number of policies in Table 6 with the number of buildings in the SFHA by jurisdiction.

Table 6: Percentage of Buildings Insured

CID	Community Name	# of Buildings Within SFHA	# of Policies Within SFHA in force	% Insured Within SFHA	Total # of Policies	Total # of Policies Outside The SFHA
125099	Daytona Beach	6,192	3,091	49%	5,713	2,622
125100	Daytona Beach Shores*	5	15	N/A	3,578	3,563
120677	Deltona	568	199	35%	579	380
120308	Edgewater	715	75	10%	571	496
125112	Holly Hill	2,791	150	5%	907	757
125132	New Smyrna Beach	1,775	1,330	75%	5,066	3,736
125136	Ormond Beach	3,150	1,043	33%	3,532	2,489
120312	Ponce Inlet	422	358	84%	1,720	1,362

CID	Community Name	# of Buildings Within SFHA	# of Policies Within SFHA in force	% Insured Within SFHA	Total # of Policies	Total # of Policies Outside The SFHA
120313	Port Orange	5,035	454	9%	1,698	1,244
120314	South Daytona	982	158	16%	571	413
125155	Volusia County	4,241	1,288	30%	4,569	3,281
Total		25,876	8,161	35%	28,504	20,343

\*Note: (1) Daytona Beach Shores policies exceed the total number of buildings. For insurance purposes, some condominium units will have their own policy as well as each building. For this reason, policies exceed the number of buildings.

According to Tables 5 and 6, there are 8,161 flood insurance policies within the Special Flood Hazard Area with 20,343 policies outside the floodplain. About 35% of the buildings within the Special Flood Hazard Areas have flood insurance coverage. It should be noted that the percentage of policy coverage for buildings may be skewed due to the way condominium buildings and units are insured. For example, there may be one condominium building and 12 units for a total of 13 policies. The community only counts one building, not 12 units, so those communities with more condominiums in or out of the SFHA will have more policies. The statistics are used for broad analysis only.

Table 7: Insurance Occupancy Type

CID	Community Name	Single Family Policies in Force	2 – 4 Family Policies in Force	All Other Residential in Force	Non-Residential Policies in Force	Total # of Policies
125099	Daytona Beach	1,450	54	1,912	287	3,703
125100	Daytona Beach Shores	75	9	3,450	44	3,578
120677	Deltona	577	0	0	2	579
120308	Edgewater	548	6	1	16	571
125112	Holly Hill	342	12	512	41	907

CID	Community Name	Single Family Policies in Force	2 – 4 Family Policies in Force	All Other Residential in Force	Non-Residential Policies in Force	Total # of Policies
125132	New Smyrna Beach	1,898	202	2,825	141	5,066
125136	Ormond Beach	1,436	21	747	128	2,332
120312	Ponce Inlet	358	35	1,312	15	1,720
120313	Port Orange	1,599	27	45	52	1,723
120314	South Daytona	520	8	14	29	571
125155	Volusia County	2,915	23	1,583	55	4,576
Total		11,718	397	12,401	810	23,326

## Repetitive Loss Properties

Although the entire county is susceptible to flooding, there are approximately 2,208 buildings which are considered unmitigated “repetitive loss” properties as defined by FEMA (having at least two claims of \$1,000 over a 10-year period). Of the 2,208 unmitigated repetitive loss properties, 1,125 are in the Special Flood Hazard Area, and 1083 are outside the Special Flood Hazard area as displayed in the table below.

*Table 8: Total Unmitigated Repetitive Loss Buildings by Jurisdiction and Flood Zone*

Community	Total RL Buildings	RL in AE, A1-30, AO, AH, A	RL in VE, V1-30, V	RL in B, C, X	RL Buildings (Insured)
Daytona Beach	405	161	2	242	138
Daytona Beach Shores	14	1	0	13	7
Deltona	11	3	0	8	6
Edgewater	29	6	0	23	16
Holly Hill	113	54	0	59	48
New Smyrna Beach	164	116	3	45	56
Ormond Beach	132	47	0	85	25
Ponce Inlet	28	22	0	6	5
Port Orange	440	242	0	198	231
South Daytona	411	152	0	259	202
Volusia County	461	315	1	145	131
Total	2208	1119	6	1083	865

Based on the statistics, 51% of the buildings classified as repetitive loss have occurred in Special Flood Hazard areas. 49% of the repetitive loss buildings are located outside Special Flood Hazard Areas.

An interesting statistic contained in Table 8 above is the number of repetitive loss buildings currently insured equals a total of 865 or 39%. Even though the building may have experienced flood loss, flood insurance is not being purchased, probably because it is not required.

## Summary

Based on the information above, most property owners in the multi-jurisdictional Volusia County area do not carry flood insurance on their buildings. In the Special Flood Hazard

Areas, where flood insurance is mandatory as a condition of federal aid or a federally backed mortgage or loan that is federally backed, only 35% of the buildings have flood insurance coverage. Also, it is interesting that approximately 39% of the repetitive loss buildings are insured.

Because the percentage of properties with flood insurance coverage is generally low, the PPI committee decided to continue to target a variety of audiences to increase flood insurance coverage for buildings. The target audiences are listed in the next section. The communities of Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, South Daytona, and Volusia County will continue to provide outreach to the various target audiences through methods such as mailings, ads, flyers, and the countywide website to encourage property owners to purchase flood insurance coverage. Additionally, the participating CRS jurisdictions will provide countywide information about flood insurance and other flood-related topics at public meetings and public events throughout the year. This consolidated outreach is intended to increase.

## Priority Areas

The MJ-PPI committee identified the following priority areas:

- ▶ All properties
- ▶ A, AE, AH and VE zones, and flood-prone X and shaded X properties

**All properties in the 11 participating CRS communities:** Since flooding can happen anywhere in the County, the committee reconfirmed that the priority area of “all properties in the 11 Volusia County CRS communities” should remain unchanged. There were some recommendations to modify some of the messages and outcomes due to some activities being difficult to measure and monitor. This is the second five-year update to the plan.

**A, AE, AH, VE zones, and flood-prone X and shaded X properties:** Areas countywide can be flooded from overwhelmed rivers, creeks, coastal sources, sheet flow, and local drainage ways. The official FEMA Flood Insurance Rate Map designates the deeper riverine and coastal flood-prone areas as A, AE, AH or VE Zones. The committee agreed these should be priority areas, in addition to flood-prone X and shaded X properties.

## Priority Audiences

The MJ-PPI Committee identified the priority audiences listed below.

- ▶ The general public
- ▶ Residents in the floodplain

- ▶ Residents and property owners in repetitive loss areas
- ▶ Residents and property owners with substantial damage properties
- ▶ Real estate, lending, title, and insurance agencies
- ▶ New residents and property owners
- ▶ Real estate appraisers

**General Public in the 11 participating CRS Communities:** As past flooding and flood insurance claims indicate, residents and business owners in the cities of Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, South Daytona, and unincorporated areas of Volusia County need to be aware of the flood hazard, flood insurance, and ways they can protect themselves from flooding. Thus, the Committee concluded that the community at large should be considered a target audience, since flooding can occur anywhere for a variety of reasons. Flooding can occur in urban areas through an undersized culvert or blocked drain, as well as in areas not shown on flood maps. Residents may travel through flooded areas and do not know the proper safety precautions, or they may consider purchasing or moving to a flood-prone property. Although the committee reconfirmed that all properties are subject to flooding, the PPI should strive to reach all residents and businesses in the multi-jurisdictional Volusia County area, including renters.

**Residents in the Floodplain:** There are roughly 252,927 structures in the FEMA floodplain. Because these properties have been identified as having a known flood risk, the committee believes it is important to reach out to the property owners of these buildings to educate about flood risk, the availability of flood insurance, and the costs associated with recovery.

**Residents & Business Owners in Repetitive Loss Areas:** There are 2,208 unmitigated repetitive loss buildings in the participating CRS communities. These property owners, along with their neighbors, have a similar potential for flooding and should be aware of their property's risk of flooding and the availability of flood insurance. Because the residents and business owners of structures in the floodplain and the repetitive loss areas are similar, it was determined that these two groups should receive the same types of outreach.

**Residents & Property Owners with Substantial Damage Properties:** There is a special concern for substantial damaged properties from Hurricanes Ian and Milton. Because substantial damage can change over time, the goal is to reduce this target audience through mitigation efforts. Mitigation and outreach efforts within these affected areas aid those properties from becoming substantially damaged again.

**Real Estate, Lending, Title, and Insurance Companies:** These companies are the key to conveying information about flood hazards and flood insurance. The committee wants to

ensure that they understand and have all the information they need about these topics. Residential sellers should be proactive in preparing for future property sales by gathering all pertinent flood history documentation. Real estate professionals should also update their practices and educate clients on this new requirement to avoid liability. Title agencies have a part in transferring NFIP policies from one owner to another during a real estate transaction. Additionally, Florida's new flood disclosure law, House Bill 1049, went into effect on October 1, 2024. This law requires sellers of residential properties to disclose flood-related information to potential buyers. Sellers must complete a "Flood Disclosure" form before executing a sales contract, marking a shift toward greater transparency in property transactions.

**New Residents/Property Owners:** People new to the area often purchase new homes without knowledge of storm hazards, flooding or flood zone information. Providing educational information to the prospective buyer from the realtor will be extremely helpful in the event of flooding or a storm.

**Real Estate Appraisers:** Appraisers value property for buyers and sellers. The committee wants to ensure that appraisers understand buildings located in the Special Flood Hazard Area have additional permitting requirements for repairs and improvements that are not required by the Florida Building Code. For buildings located in the Special Flood Hazard Area, substantial improvement reviews are completed with alterations, renovations, additions, etc., and substantial damage reviews are completed if a building is damaged by wind, fire, or flood. If a building has been determined by the municipality to be substantially improved or damaged, then it must either show it is in compliance with the State and municipality's current flood-resistant construction requirements or be brought into compliance. Commercial buildings may be dry floodproofed. To floodproof residential buildings, they can either be elevated, if a structural engineer determines the structure can be lifted, or demolished and replaced. If a building has been determined to be substantially improved or damaged or if it is close to reaching the substantial improvement/damage threshold, appraisers' building valuations should include the cost to cure the compliance issue.

## Existing Public Information Efforts

An important part of developing a public information program is to be aware of what other public information activities are reaching Volusia County multi-jurisdictional property owners. The information in Table 9 was updated by past projects, staff research, and PPI Committee members. The organizations are listed in alphabetical order.

Table 9: All Jurisdictions

Project #	Description	Message
1	Floodplain Management Website	Various
2	Annual mailing to repetitive loss areas	Information on the flood hazard, and mitigation measures
3	Distribution of FEMA materials in Local Libraries	Various
4	Letters promoting flood insurance from Mayor/Commissioner/Councilmember to all property owners	Know your risk of flooding; you should buy flood insurance; check with your agent to see if you are fully insured
5	Markers attached to storm drains	“No Dumping” – Drains to waterway markers
6	Brochure to Realtors, Lenders, and Insurance Agents	Various

Table 10: City of Daytona Beach

Project #	Description	Message
1	Flood Fact information brochure provided to all City of Daytona Beach in utility bill and direct mail	Various
2	Distribution of City, State, and FEMA brochures outside Commission Chambers	Various
3	Flood Tips PowerPoint Presentation on Channel 199	Various
4	Citywide Quarterly newsletter	Various

Table 11: City of Daytona Beach Shores

Project #	Description	Message
1	Citywide Quarterly newsletter	Various

Table 12: Deltona

Project #	Description	Message
1	Electronic and Mailed Quarterly Newsletter	Various
2	Pre-hurricane Season Activity	Preparedness – Avoid/Minimize/Recover

Table 13: City of Edgewater

Project #	Description	Message
1	Quarterly Facebook and newsletter distribution	Various
2	Brochures distributed at Edgewater Edgefest	Various
3	Brochures distributed at Environmental Services Educational presentations	Various

Table 14 : City of Holly Hill

Project #	Description	Message
1	Brochures available in City Hall	Various
2	Newsletter to Insurance Agencies	Flood Protection
3	Newsletter to Repetitive Loss Addresses	Flood Protection
4	Flood Information on Website	Various

Table 15 : City of New Smyrna Beach

Project #	Description	Message
1	Brochures and monthly Citizens Flood Newsletter available in City Hall / Building & Planning Offices	Various
2	Citizens Flood Newsletter distributed to insurance agencies	Various
3	Flood information packets distributed at community, wellness, fitness, park, and family-oriented events (5K runs, festivals, expos, and recreation events)	Various
4	Flood newsletters and information packets distributed through Citizens	Various

	Academy, committees, and public meetings	
--	--	--

Table 16 : City of Ormond Beach

Project #	Description	Message
1	Flood Fact brochure distributed at Annual Earth Day event	Various
2	Flood information and website link provided to all City of Ormond Beach in utility bill	Various
3	Letter from Mayor inserted in approximately 25,000 utility bills	Flood Protection
4	Flood Information brochures available in Planning Department and in Finance office where utility bills are paid	Various

Table 17 : Town of Ponce Inlet

Project #	Description	Message
1	Flood Fact brochure and handouts, Don't Drown Frisbee distribute at Annual Ponce Preserves the Planet event, and Annual FABTO Educational Conference	Various
2	Town wide Quarterly Newsletter	Various
3	Flood Information Brochures available in Planning & Development Department and Town Community Center	Various
4	Flood Information on website	Various
5	Flood Fact brochure and letter mailed to Real estate agents, local contractors, local insurance agents, and targeted letters to contractors	Various

Table 18 : City of Port Orange

Project #	Description	Message
1	Flood Fact Brochure at kiosk in City Hall	Various
2	City weekly newsletters	Various

3	Social media messages on Facebook, Twitter/X, and Instagram	Flood Insurance
---	---	-----------------

Table 19 : City of South Daytona

Project #	Description	Message
1	City Newsletter	Flood Protection
2	Flood information distributed in City Hall	Various

Table 20 : Unincorporated Volusia County

Project #	Description	Message
1	Flood and emergency information on County website, emergency subpages, and micro sites	Various
2	Social media post and digital alerts EverBridge (AlertVolusia) and Emergency Management app	Various
3	Radio programming, media events, and newspaper hurricane guides.	Preparedness – Avoid/Minimize/Recover
4	Flood and hurricane brochures and handouts distributed at events and outreach locations.	Various
5	Community preparedness presentations and hurricane expos	Preparedness – Avoid/Minimize/Recover
6	Flooding and stormwater education microsite	Flood Risk Awareness
7	Annual CRS Mail Out	Various

## American Red Cross

- **Project 1:** Offers a Flood App for Android or Apple
  - **Message:** Prepare -- Respond -- Recover
  
- **Project 2:** Website educational information
  - **Message:** Prepare -- Respond -- Recover

## **COAD (Community Organizations Active in Disaster)**

- **Project 1:** Annual hurricane expo
  - **Message:** Emergency Preparedness and Various

## **Florida Department of Emergency Management**

- **Project 1:** Flood Awareness Week and Severe Weather Awareness Week Outreach
  - **Message:** Various

## **Florida Department of Environmental Protection**

- **Project 1:** Flooding and Erosion webpage with links. Public information commercials on radio and cable
  - **Message:** Various

## **Florida Floodplain Management Association**

- **Project 1:** Flood messages e-mailed
  - **Message:** Various

## **Hometown News**

- **Project 1:** Hurricane prep guide
  - **Message:** Preparedness -- Avoid/Minimize/Recover

## **Insurance Agencies**

- **Project 1:** Letter to homeowner policy holders with no flood insurance
  - **Message:** Flood Protection

## **News-Journal & Hometown News**

- **Project 1:** Hurricane awareness flyers
  - **Message:** Preparedness -- Avoid/Minimize/Recover

## **St. John's River Water Management District**

- **Project 1:** Flood Information on website
  - **Message:** Various
- **Project 2:** Distribution of brochures
  - **Message:** Flood Protection and Assistance and Stormwater Systems

## Messages

After reviewing the Community Needs Assessment, the PPI Committee made a few changes to the eight originally adopted priority messages and reduced the messages to a total of 7 as indicated in Table 21.

*Table 21: Messages and Desired Outcomes*

Message	Outcome
A: Understand your risk of flooding. Finding out is simple!	A: Increase engagement on county's flood mapping website through the measurement of visitors inspecting the website.
B: Protect yourself, your home, business, and personal belongings from the next flood with flood insurance.	B: Increase in the number of flood insurance policies, including the number of policies in X zone.
C: Turn around, don't drown to safeguard yourself and neighbors from unnecessary flood risk. Sign up for alerts	C: Reduce water rescues or police citations for ignoring barricades after a flood event and increase Everbridge registrations for citizens.
D: Keep debris and trash clear from streams, ditches, and inlets to prevent excess flooding prior to storm events.	D: Reduce number of calls related to stream obstruction.
E: Before you start any storm repairs or improvements, check permit requirements.	E: Decrease in number of code violations for not obtaining a building permit.
F: Hire only licensed contractors who know the local ordinances and jurisdiction's requirements for permitting.	F: Fewer cases of unpermitted work through the implementation of the Floodplain Management Plan and decrease code violations.
G: Keep natural areas undisturbed, reduce and report illegal clearing and dumping, and protect water quality by limiting runoff, nutrient pollution, and improper fertilizer use.	G. Promote code compliance and responsible land management, while encouraging water quality protection and proper property fertilizer practices

The overall strategy is to make information more readily available to the target audiences in a manner that will equip and encourage these audiences to adopt behaviors to improve preparedness and decrease future flood damage. The PPI Projects and Initiatives list provides a comprehensive list of program elements organized by target audience and message. This table also includes Outreach Projects created specifically to increase the number of flood insurance coverage policies in the participating communities, denoted as “OP”.

In addition to projects that are implemented every year, the PPI Committee recommends Flood Response Projects “FRP” that will be implemented before, during and after a flood. One such project is the door hangers in English and Spanish to be placed on impacted properties after a storm. The County CRS Coordinator will provide the template to each PPI community for reproduction when needed. After a major flood event that requires a damage assessment team, door hangers will be placed on the door of each impacted property, where and when it is safe to do so.

Other FRP projects included sending EverBridge (AlertVolusia) voice, text and/or email messages. The EverBridge Emergency Notification System provides the public with the ability to receive voice, text, and/or email notifications. Volusia County has shifted to Everbridge in March of 2022, but it was available to the county and had it as a backup to CodeRed since 2018. Citizens can register online at:

<https://www.volusia.org/services/emergency-services/emergency-management/alerts/>

Any citizen with questions about the system can call the Volusia County Emergency Management Information Line at: 386-258-4088. The following EverBridge messages will be sent to all registrants along the lines of the following messages:

- ▶ Before the storm: “The National Weather Service has issued a Flood Watch for your area. A Flood Watch means that flooding is imminent or occurring. Please follow all precautions to keep you and your loved ones safe. If you are ordered to evacuate the area, do so immediately. If you suspect you are in a home that is subject to deep flooding, turn off the electricity at the circuit breaker panel and gas, gather canned foods and flashlights, and evacuate. If you are in transit, please avoid streets that are underwater or are barricaded. We urge you to stay tuned to news outlets for on-going details. Thank you for your cooperation.”
- ▶ During the storm: “Due to (event name) there are many power outages, flooded areas, and downed power lines, inoperable traffic signals, and debris around Volusia County that could cause harm or injury to residents outside. Residents are urged to remain in

place until weather conditions improve and to ensure road accessibility for first responders. If you need emergency assistance, please call 9-1-1."

- ▶ After the storm: "Please report storm related damage to Volusia County Emergency Management at 866-345-0345. County and City employees will be travelling throughout the county assessing damage to homes."

During the year, when there is no storm event projected, general educational EverBridge messages will also be sent periodically throughout the year. Below are some examples of messages that will be sent:

- ▶ "Know your flood zone. For information about your flood zone and flooding please see <https://www.volusia.org/services/public-protection/emergency-management/types-of-disasters/floods/>"
- ▶ "Flood insurance is a great way to protect your home when disaster strikes. Contact your insurance agent today to see if your home is covered. Be proactive. It usually takes 30 days for a policy to become effective."
- ▶ "Flooding is one of Florida's most frequent hazards. It is a coast-to-coast threat that can occur at any time of the year. Find out ways to protect yourself, family and home at <https://www.volusia.org/services/public-protection/emergency-management/types-of-disasters/floods>"

# Other Public Information Initiatives

## Map Information Services

Volusia County and Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, and South Daytona provide map information in several ways. The most common method is the County flood map viewer website at:

<https://www.volusia.org/services/business-services/information-technology/geographic-information-services/flood-map-viewer.shtml>

Customers enter the address of the property in question and can view on the map whether the property is in a Special Flood Hazard Area or not. Map information can also be obtained from most of the other CRS communities' websites and the FEMA interactive flood map service:

<https://msc.fema.gov/portal/search>

All CRS communities provide map information through inquiries by phone, by email, or in person through the customer service counter. This service is advertised annually to real estate agents, lenders, and insurance agents, as well as residents of properties in the floodplain and repetitive loss properties. The PPI Committee agreed to continue these procedures. Volusia County has recently updated the County's website to include all of the other CRS communities' contact information and website links in order to make flood determinations easier.

<https://www.volusia.org/services/emergency-services/emergency-management/types-of-disasters/floods/>

## Hazard Disclosure for Real Estate Agents

Effective February 19, 2014, the FEMA Flood Insurance Rate Maps (FIRMs) were updated for all communities within Volusia County based on the updated riverine study. On September 29, 2017 FIRMs for coastal communities became effective based on the updated surge study. Due to an issue between some of the 2017 FIRMS and the data contained in the 2017

Flood Insurance Study, a correction was made to the applicable flood maps and updated on August 7, 2018. Volusia County has published the new flood maps on its website and encourages the public to review the updated flood zones. Now that the information is available, real estate agents and brokers, and sellers have a duty to disclose to buyers (or to make sure buyers are aware) of the flood risks associated with a particular piece of property.

One protection for buyers in Florida is the requirement that any property located in a Special Flood Hazard Area, where the purchase is financed with a federally backed loan, must be covered with flood insurance. Whether or not a private mortgage will demand flood insurance coverage depends upon that lender. It should be noted that if a buyer purchases a property with cash, then the buyer will not be required to purchase flood insurance so the flood zone may or may not be disclosed.

All real estate agents can access the State of Florida Seller's Disclosure of Property Conditions form and disclose whether a property is located in a floodplain. Real estate agents can obtain the flood zone by using the methods described above in the Map Information Service section.

A county-wide brochure called, "Ask Before you Buy" has been established for the past few years. The brochure is distributed at public outreach events and hazard presentations, and by realtors to prospective buyers through the yearly CRS Mail Out.

## Flood Protection Website

The Volusia County website is updated to include information on all the priority topics listed in the Inventory of Existing Public Information Efforts table. Additional information related to outreach projects will be included on the website with links to all CRS participating communities. In addition, the County's website is updated to have a more current look and have a more prominent location on the County's main webpage.

<https://www.volusia.org/services/emergency-services/emergency-management/types-of-disasters/floods/>

Volusia County issued a news release notifying the media of the report's availability back in July. Below is a link to that news release.

[https://www.volusia.org/news/news-releases.stml?portalProcess\\_dd\\_0\\_1\\_1=showPublicEvent&calendar\\_entry\\_id=91118](https://www.volusia.org/news/news-releases.stml?portalProcess_dd_0_1_1=showPublicEvent&calendar_entry_id=91118)

There are two websites that Volusia County created within the last year. They are what can be considered microsites within the main website.

<https://www.volusia.org/services/emergency-services/emergency-management/index-1.stml>

<https://www.volusia.org/services/public-works/stormwater-management/index.stml>

## Flood Protection Assistance

All the participating CRS communities offer flood protection assistance including property protection advice (PPA), advice after a site visit (PPV), and financial assistance advice (FAA). These types of assistance are advertised in the annual mailing to floodplain and repetitive loss property owners. Other types of advertising will be considered for a countywide opportunity such as the Home Show (Daytona Beach's community event highlighting home trends and engagement) and other presentations to civic and professional groups.

## Plan Maintenance Procedures

The Multi-Jurisdictional PPI Committee will meet annually to evaluate the Plan and incorporate any needed revisions. The evaluation will cover:

- ▶ A review of the projects that were completed
- ▶ Progress toward the desired outcomes
- ▶ Recommendations regarding projects not completed
- ▶ Changes in the target audiences

The CRS Community Assessment will be refreshed every year as part of the Annual Evaluation. The County will coordinate and facilitate this meeting, and afterward, provide a summary an updated PPI worksheet Projects and Initiatives List reflecting the committee's decisions. The Annual Evaluation Report will be prepared each year as part of the CRS annual recertification, with copies to the County, Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, Holly Hill, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, and South Daytona governments, State of Florida NFIP Coordinator, and local media.

## Plan Adoption

This document will not become effective until the Volusia Multi-Jurisdictional Program for Public Information is adopted by the Daytona Beach City Commission, Daytona Beach Shores City Council, Deltona City Commission, Edgewater City Council, Holly Hill City Commission, New Smyrna Beach City Commission, Ormond Beach City Commission, Ponce Inlet Town Council, Port Orange City Council, South Daytona City Council, and Volusia County Council, by Resolution.

Table 22: Outreach Projects (OP) for General Public in CRS Communities of Daytona Beach, Daytona Beach Shores, Deltona, Edgewater, New Smyrna Beach, Ormond Beach, Ponce Inlet, Port Orange, South Daytona, and Volusia County

Project(s)	Messages and Outcomes (See Table 6)	Assignment	Proposed Schedule	Stakeholder	CRS Community
OP #1 Consolidated Flood Fact brochure on all messages and handouts distributed in all community permitting offices	A-G	All CRS Coordinator	Year-round	All Chamber of Commerce offices	All
OP #2 Consolidated Flood Fact brochure on all messages and handouts distributed at branch libraries	A-G	County CRS Coordinator	Year-round	All Chamber of Commerce offices	All
OP #3 Consolidated Flood Fact brochure on all messages and handouts to Chamber of Commerce for display	A-G	All CRS Coordinator	Year-round	All Chamber of Commerce offices	All

Project(s)	Messages and Outcomes (See Table 6)	Assignment	Proposed Schedule	Stakeholder	CRS Community
OP #4 Booths at countywide and citywide events	A-G	Volusia County Emergency Management	Over 68 Events in various and reoccurring locations. Majority events are held between May through July.	All Chamber of Commerce offices	All
OP #5 Presentations for countywide citizen and professional groups	A-G	Emergency Management/County CRS Coordinator	Year-round	All Chamber of Commerce offices	All

Project(s)	Messages and Outcomes (See Table 6)	Assignment	Proposed Schedule	Stakeholder	CRS Community
OP #6 Emergency Management public presentations including flood messaging	A-G	Emergency Management/County CRS Coordinator	Year-round	All Chamber of Commerce offices	All
OP #7 Multi-Media Posts and digital alerts	A-G	Volusia County Emergency Management	Year-round	All Chamber of Commerce offices	All

Table 23: Outreach Projects (OP) for Property Owners in the Floodplain and Repetitive Loss

Project(s)	Messages and Outcomes (See Table 6)	Assignment	Proposed Schedule	Stakeholder	CRS Community
OP #8 Annual Flood Guide – updated information on flood hazard preparedness that includes information on property protection – sent to all households in floodplain and distributed in County offices, regional library branches and all community building departments	A-G	All CRS Coordinators	Mailed out by 5/1	All Chamber of Commerce offices	All
OP #9 Annual letters to all repetitive loss area properties	A-G	All CRS coordinators/Emergency Management	Mailed out by 5/1	All Chamber of Commerce offices	All
OP #10 County Emergency Management will give presentations on family disaster preparedness to groups and communities	A-G	Emergency Management/County CRS Coordinator	By 5/1 of each year	All Chamber of Commerce offices	All

Project(s)	Messages and Outcomes (See Table 6)	Assignment	Proposed Schedule	Stakeholder	CRS Community
OP #11 Volusia COAD (Community Organizations Active in Disaster) will hold their annual Hurricane Expo	A-G	Volusia COAD	Annually	Volusia COAD	All
OP #12 – EverBridge text & e-mail to all	A-G	County Emergency Management	Monthly		All

Table 24: Outreach Projects (OP) for Real Estate, Real Estate Appraisers, Lending, Title and Insurance Companies

Project(s)	Messages and Outcomes (See Table 6)	Assignment	Proposed Schedule	Stakeholder	CRS Community
OP #13 Mail letters and consolidated Flood Fact brochure	A-G	Emergency Management/County CRS Coordinator	By 5/1 of each year		All
OP #14 Floodplain Disclosure and Permit Awareness Outreach	A, E, F	County CRS Coordinator	By 5/1 of each year	Buyers and lenders	All

Table 25: Outreach Projects (OP) for New Residents and Property Owners

Project(s)	Messages and Outcomes (See Table 6)	Assignment	Proposed Schedule	Stakeholder	CRS Community
OP #15 "Ask Before You Buy" brochure developed and distributed to realtors to provide all buyers.	A, B, D, E, F, and G	Emergency Management	Year-round	New resident and/or property owners	All



**Meeting Date:** 2/19/2026

**Agenda Item:** 12-A

## **Report to Town Council**

**Topic:** Update on replacement project for Public Works Building “B”.

**Summary:** At its January 15, 2026 meeting, the Town Council provided direction for staff to refine proposals of the replacement of Public Works Building “B”. Staff reviewed the scope of the proposal essential to infrastructure while maintaining fiscal prudence. Final project costs will be determined once the project is solicited for bids. Please see the attached staff report and supporting documents for more information.

**Suggested motion:** As determined by Council.

**Requested by:** Mr. Dunlap, Acting Public Works Director

**Approved by:** Mr. Disher, Town Manager



**MEMORANDUM**  
**TOWN OF PONCE INLET**  
**PUBLIC WORKS DEPARTMENT**

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet residents obtain the greatest value for their tax dollar.*

To: Michael E. Disher, Town Manager  
From: Steve Dunlap, Acting Public Works Director  
Date: February 5, 2026  
Subject: Update on Replacement Project for Public Works Building B

---

MEETING DATE: February 19, 2026

---

Following direction from the January 2026 Town Council meeting, staff continued refining the Public Works Building B proposal with an emphasis on limiting the scope to essential infrastructure while maintaining fiscal discipline and flexibility for future improvements.

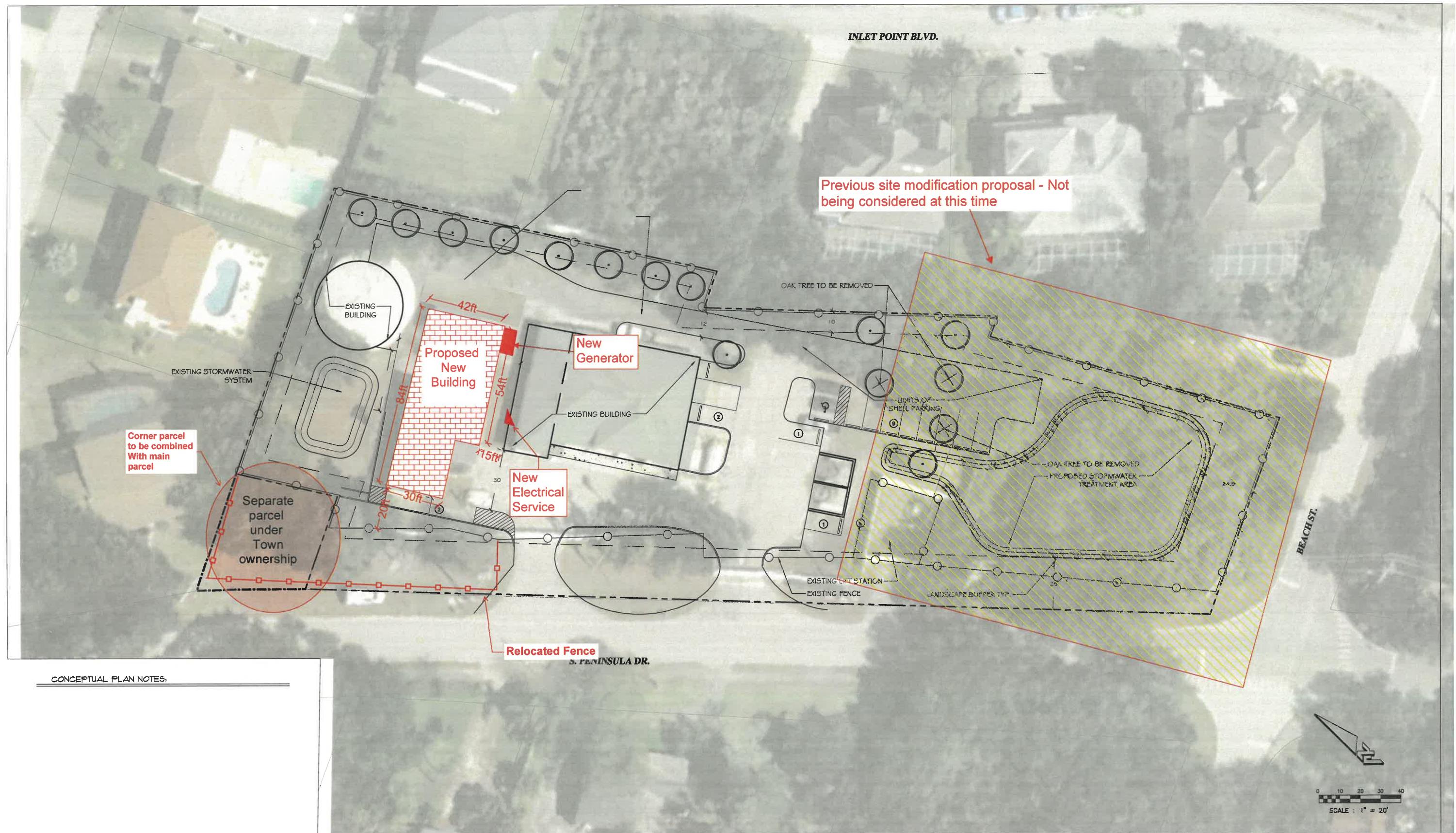
As part of this effort, staff looked at several steel building vendors and had early conversations with a general contractor about construction, permitting, and concrete pad costs. These discussions provided preliminary, planning-level cost information for the major components of the project. So far, the current budget appears to be close to the anticipated cost of the project as it is now scoped. This approach reflects a fiscally prudent path forward by keeping the project focused, minimizing upfront design costs, and relying on a competitive bid process to confirm final pricing. Final project costs will ultimately be determined once the project goes out to bid.

Staff also met with the Town's Chief Building Official to discuss permitting and design requirements for the revised scope. Based on those discussions, staff does not anticipate the need for a formal architectural design submittal for the construction of the steel building and associated site improvements. However, limited drawings may be required to document utility layouts within the building to support future improvements, as well as updates to the site's stormwater plan, particularly if the project proceeds with the relocation of the northwest fence and the incorporation of the northwest corner parcel into the main Public Works lot.

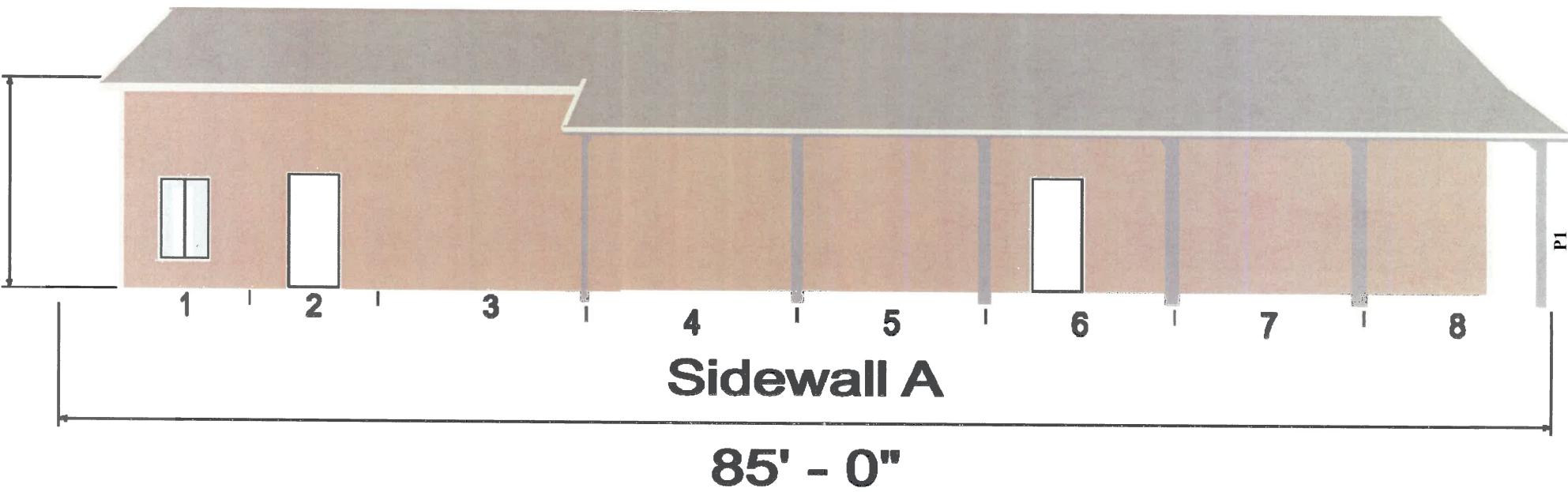
The revised scope remains intentionally limited and includes construction of a steel building shell, a concrete pad, utility stub-ins for future use, relocation of the northwest fence, and inclusion of the northwest corner parcel to create a more functional and unified site layout. This phased approach allows the Town to address immediate operational needs while preserving flexibility for future improvements as conditions and funding allow.

Attachments:

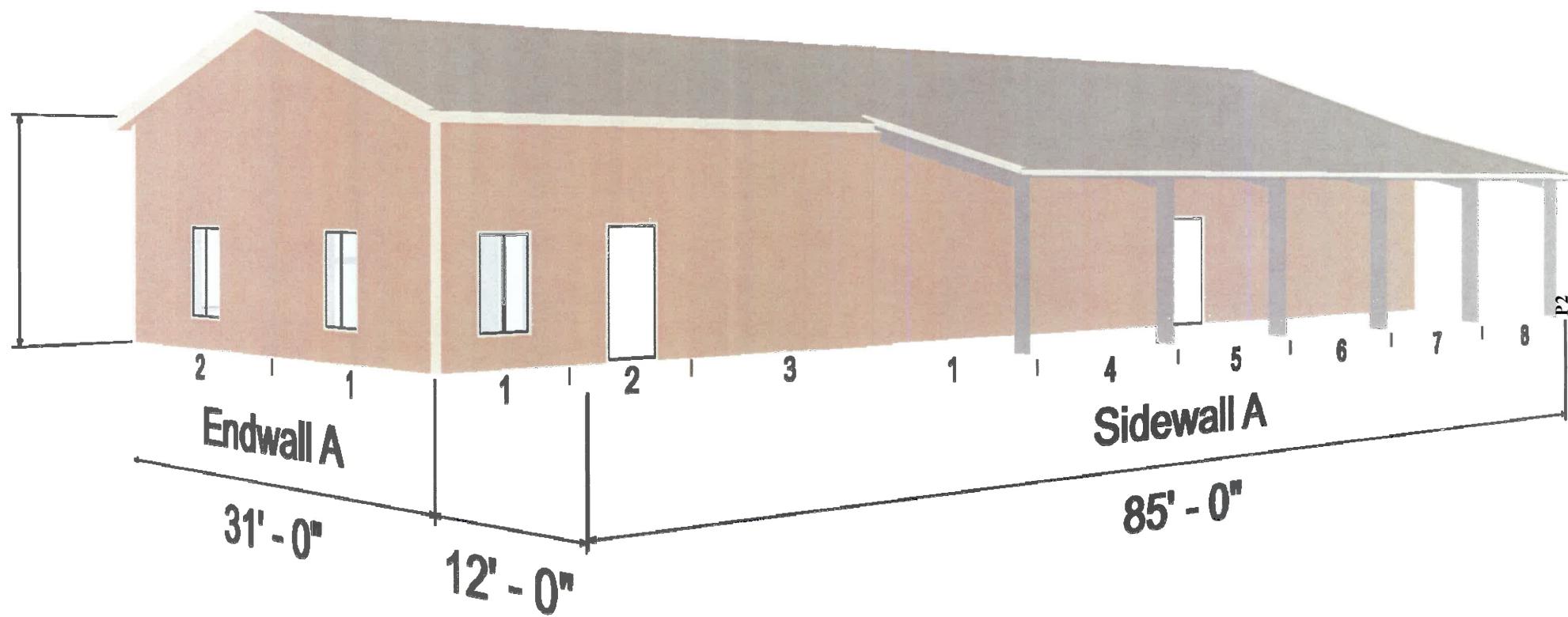
- Conceptual Design and Layout of Building B Site with Proposed Parcel Modifications
- Building Models

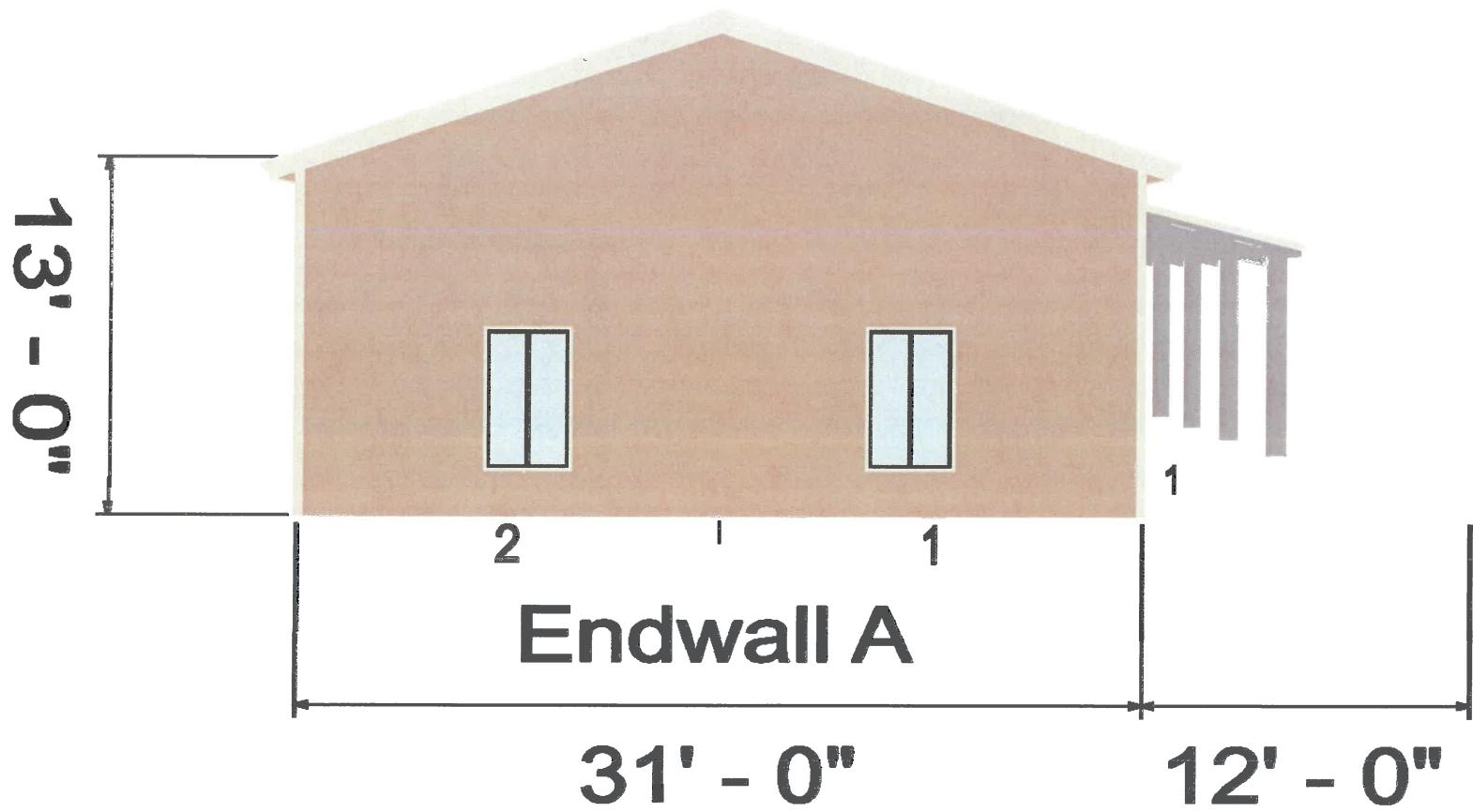


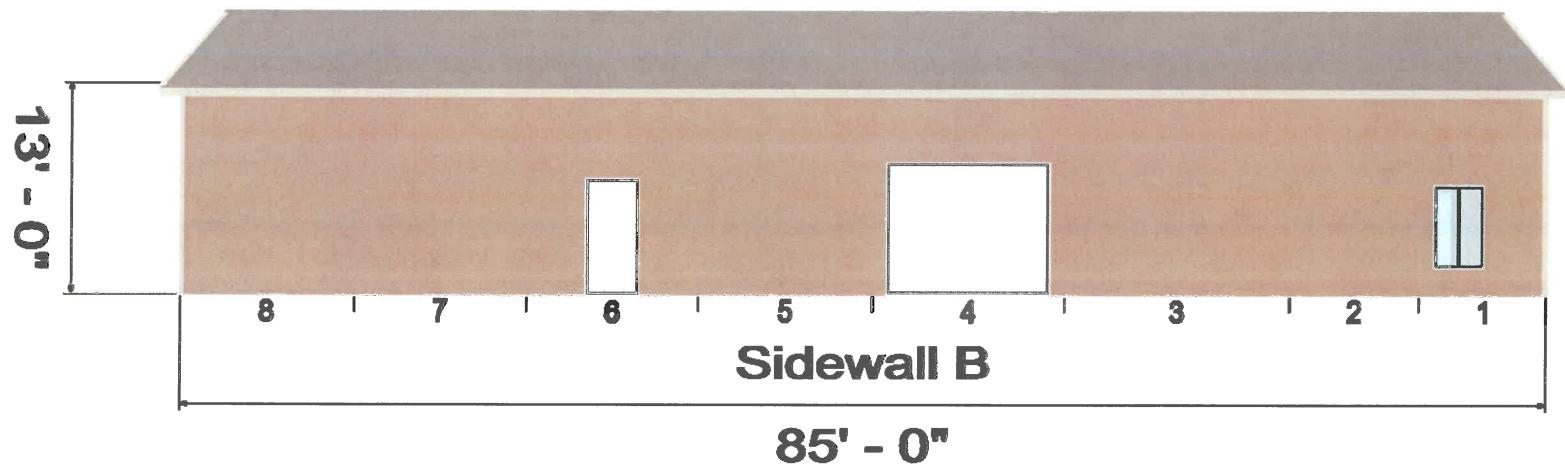
0 - 31

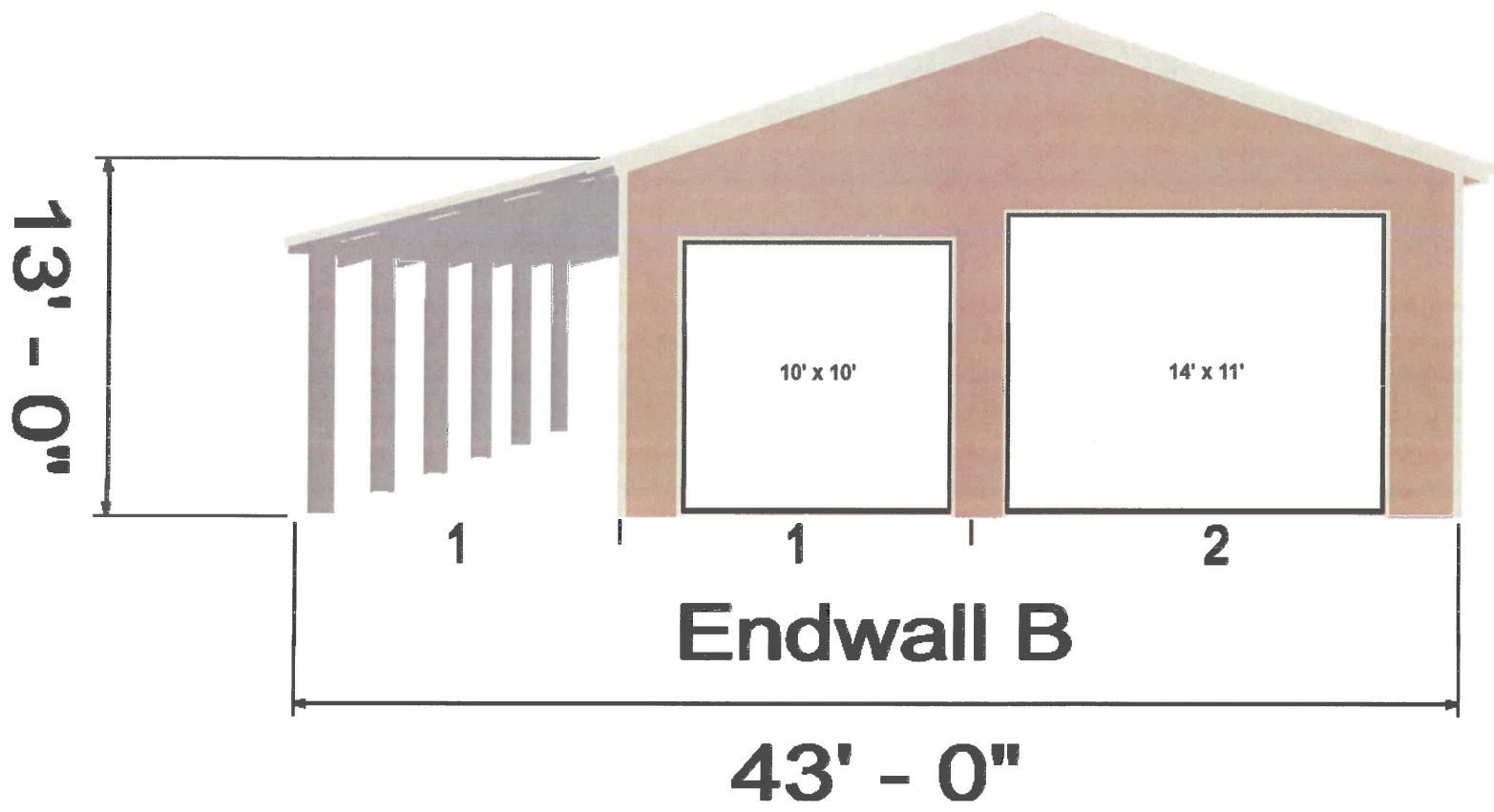


0 - 81

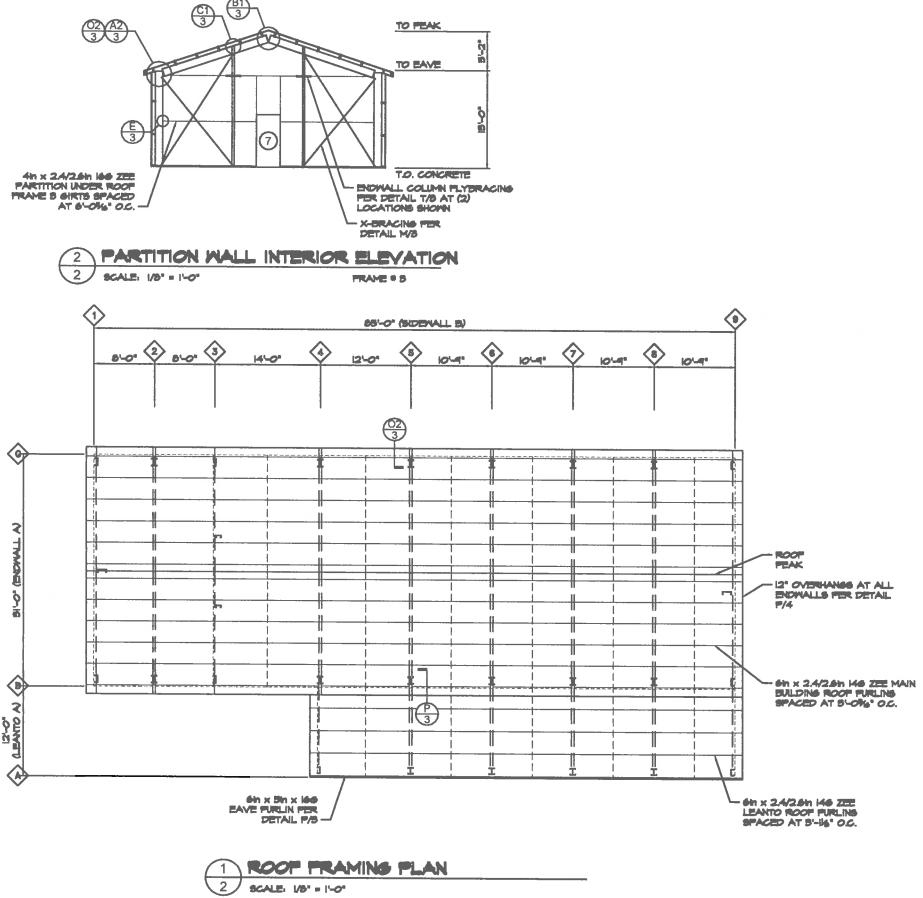












PRELIMINARY  
ONLY NOT FOR  
CONSTRUCTION



DISTRIBUTOR: AmeriBuilt Steel Structures  
JOB NAME: Steven Dunlap - Combined Build  
DRAWN:

801 Taylor Road  
Ponce Inlet, FL 32127

DISTRIBUTOR:  
**Ame**  
JOB NAME:  
**seven D**  
JOB ADDRESS:

DRAWN  
S

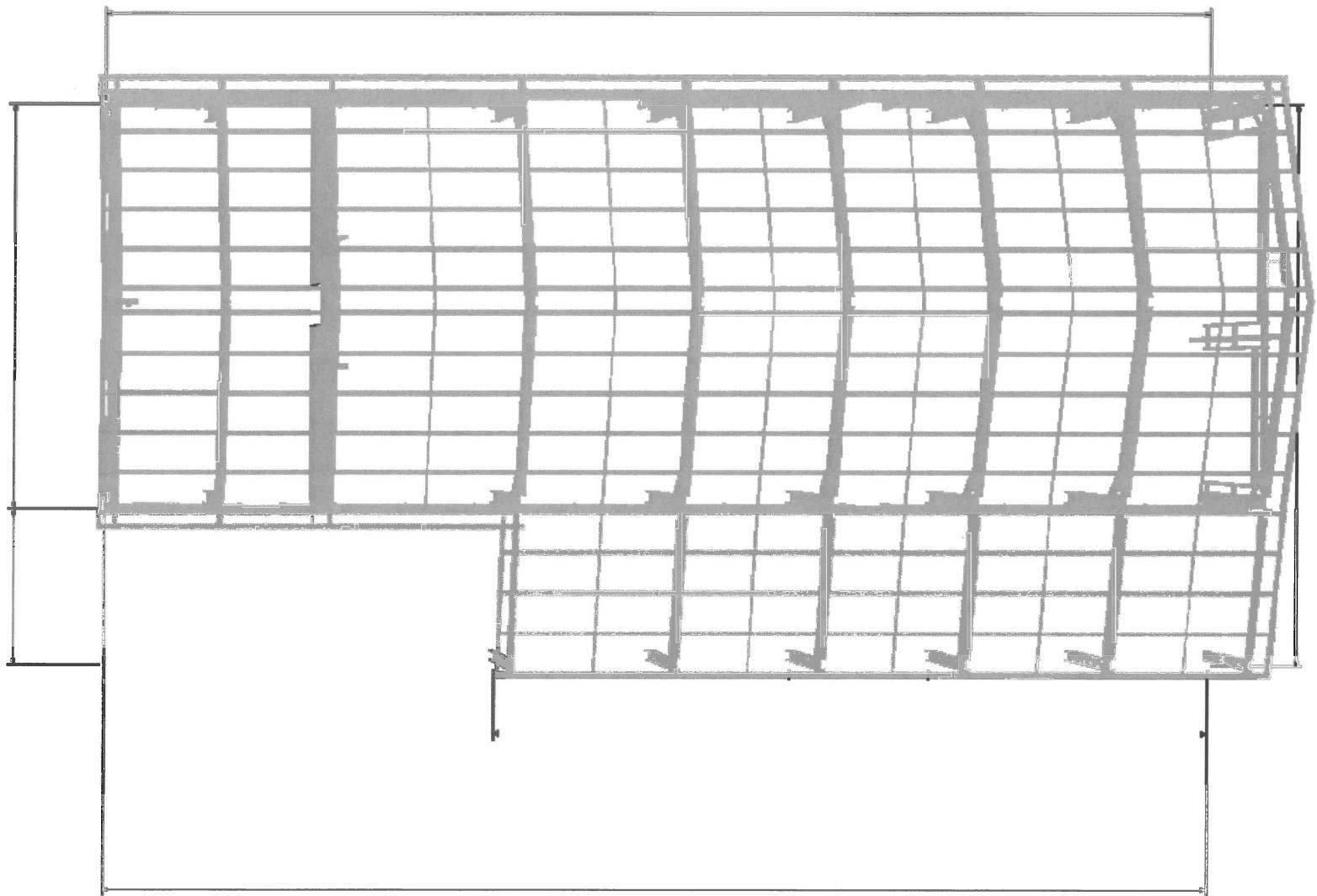
SEARCHED  
DATE 1/29/2026

JOB NO.

SHEET 3

2

OF 2





**Meeting Date:** 2/19/2026

**Agenda Item:** 13-A

## **Report to Town Council**

**Topic:** Request to change the May 21, 2026 Regular Town Council meeting date.

**Summary:** Mayor Paritsky has been invited to participate in the Local Elected Leaders Summit in Washington, D.C., however due to logistical challenges, there is a foreseeable conflict with the date of the regularly scheduled Town Council meeting on May 21, 2026. Please see the attached staff report and supporting documents for more information.

**Suggested motion:** As determined by Council.

**Requested by:** Mayor Paritsky

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### Town of Ponce Inlet

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

To: Mike Disher, Town Manager  
From: Lois A. Paritsky, Mayor  
Date: February 9, 2026  
Subject: Request to change the May 21, 2026 regular Town Council meeting date

---

The American Flood Coalition has extended an invitation for me to participate in the Local Elected Leaders Summit to be held in Washington, D.C. The stated dates and purpose of this event, as outlined in the informational materials provided by the Coalition (Attachment "A"), is summarized below:

**Dates:** Monday, May 18 – Wednesday, May 20, 2026

**Purpose:** To convene local elected officials from across the nation in a forum designed to advance flood resilience solutions and develop transformational adaptation policies and resources aimed at better protecting communities.

The American Flood Coalition will cover all travel, transportation, lodging, and meal expenses associated with this event; therefore, there will be no cost incurred by the Town.

As part of the summit, individual meetings will be scheduled for me on Wednesday, May 20<sup>th</sup>, with Senators Rick Scott and Ashley Moody and Congressman Cory Mills. The specific times for these meetings will be determined by the Coalition and are not expected to be confirmed until the week preceding the event. Consequently, arranging a return flight that ensures my attendance at the regularly scheduled Town Council meeting on Thursday, May 21, 2026, at 2:00 p.m. may present a logistical challenge. My return flight from Washington, D.C. will therefore be scheduled for Thursday, May 21.

This will mark my third opportunity to represent the Town of Ponce Inlet at a summit of this nature hosted by the American Flood Coalition. The benefit of my prior participation was substantial, providing valuable information to Town planning staff, facilitating direct dialogue with our United States Senators and Representatives, and fostering collaboration through roundtable discussions with state and federal partners. I believe attendance at the 2026 summit would again serve the interests of the Town by continuing to strengthen our pursuit of community resilience initiatives.

Given the timing of the summit, I respectfully request that the May 2026 Town Council meeting be rescheduled to an alternative date to ensure my participation. The April Council meeting is

scheduled for April 16, 2026, and adjusting the May meeting date to the week prior to the current scheduled date would maintain an appropriate interval between meetings for staff preparation of the agenda. I propose considering the following options:

- Wednesday, May 13, 2026
- Thursday, May 14, 2026
- Friday, May 15, 2026

Your consideration of this request is sincerely appreciated.

Respectfully submitted,



Lois A. Paritsky, Mayor

## Who we are

The American Flood Coalition (AFC) is a nonpartisan, member-driven coalition committed to driving transformational adaptation that protects communities from higher seas, stronger storms, and more frequent flooding. We have **over 500 members across more than 20 states**. We've also recognized **more than 50 bipartisan members of Congress from 18 states** as Federal Champions for their leadership, public service, and commitment to proactive flood solutions.

## What we do

We work at the local, state, and federal levels of government to scale solutions to tackle the country's toughest flood challenges.

**Local:** We work directly with communities to understand on-the-ground flood challenges, connect local leaders to solutions, scale innovative approaches, and expand access to the resources needed to lead effectively. **State:** We partner with state leaders to advance flood resilience by providing policy research, tailored recommendations, best-practice sharing, and state-by-state comparisons that help identify and implement the right solutions for each region. **Federal:** We work to transform federal adaptation policy through bipartisan engagement with Congress and federal agencies—modernizing flood data, streamlining programs to better protect communities, empowering state leadership, and strengthening national security by ensuring military readiness.

## The Local Elected Leaders Summit

Washington, D.C. - Monday, May 18 - Wednesday, May 20, 2026

The Local Elected Leaders Summit (LELS) is a **biennial event that brings local elected officials to a national forum** to advance solutions on flood resilience. This year, AFC aims to bring 60 local elected leaders from different states to Washington, D.C., to **create and discuss transformational adaptation policies and resources to better protect communities**.

The three-day conference will include roundtable discussions and policy-focused meetings on flood resilience, as well as meetings between local elected leaders and members of their Congressional delegation. The agenda, including session topics and speakers, will be shared approximately one month prior to the event.

AFC can fund travel, transportation, lodging, and meals for this event. As a 501(c)3 nonprofit organization, we can send you our standard declaration form.

**For Ponce Inlet (FL)** attendance, AFC will coordinate Hill meetings on Wednesday, May 20th, with Senators Rick Scott and Ashley Moody and Congressman Cory Mills. The time and logistics of these meetings will be announced one week prior to the event.

For additional information, please contact Amapola Risquez, the Coalition Engagement Director and Summit Organizer, at 617-699-5233 or [amapola@floodcoalition.org](mailto:amapola@floodcoalition.org). Thanks!



**Meeting Date:** 2/19/2026

**Agenda Item:** 15

## **Report to Town Council**

**Topic:** From the Town Manager

**Summary:** Please see attached report.

**Requested by:** Mr. Disher, Town Manager

**Approved by:** Mr. Disher, Town Manager



## MEMORANDUM

### OFFICE OF THE TOWN MANAGER

*The Town of Ponce Inlet staff shall be professional, caring and fair in delivering community excellence while ensuring Ponce Inlet citizens obtain the greatest value for their tax dollar.*

To: Town Council  
From: Michael E. Disher, AICP, Town Manager  
Date: February 12, 2026  
Subject: Town Manager's Report

---

**MEETING DATE:** February 19, 2026

---

1. Volusia County Council meeting on [01-20-26](#):
  - [Item X](#) - Letter opposing SB 718 / HB 479 per previous Council direction. If adopted, these proposed bills would preempt local government regulation of water quality and wetlands protection to the state.
  - [Item 06](#) – Presentation of ECHO Vision 2040 Strategic Plan and [Policy Decision Making Guide](#) from ECHO program leadership staff.
2. Volusia County Council meeting on [02-03-26](#):
  - [Item E](#) - Proclamations to be presented inside and outside of county council chambers: Historic Legends North Turn Car Parade - February 7, 2026; Encephalitis Awareness Day - February 22, 2026.
  - [Item H](#) - Letter of support for the renaming of Lighthouse Point Park to James Milton Hunt Lighthouse Point Park. Approved.
3. Volusia County Council meeting on [02-17-26](#):
  - [Item A](#) – Presentation of county-wide economic development data for the 4th Quarter of 2025.
4. Public Works updates:
  - Crews and contractors have replaced the lighting fixtures at the Pollard Park athletic courts; repainted the restroom and gazebo and replaced the playground shade at Davies Park; and installed stabilized road base at the intersection of Sailfish Drive at Beach Street and South Peninsula Drive.

- Staff has applied for a permit through the St. Johns River Water Management District to expand the Beach Street pond to enhance stormwater retention and drainage capacity.

5. Building permit activity for 2026:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Avg
Permit applications	97													
Permits issued	66													
Plan reviews	66													
Inspections	222													

\* \* \*

6. County Councilmember Matt Reinhart will be the next featured guest on the “Inside Ponce Inlet” podcast on February 24<sup>th</sup>, when he will talk about his Second Chance Initiative, the program at the County jail to help inmates successfully re-enter society. Residents are encouraged to tune in to this upcoming episode to learn more about this initiative and how it helps strengthen our community.

7. Upcoming Dates:

- Town offices will be closed next Monday, **February 16, 2026** for Presidents Day.