

# FLAGLER BOCC MONTHLY UPDATE



DEPARTMENTAL STATISTICS AND STATUS REPORT · SEPTEMBER 2021

## BY THE NUMBERS:

Flagler County departments and divisions rack up some impressive numbers. Here's a peek at some of them from August.

### Library Services

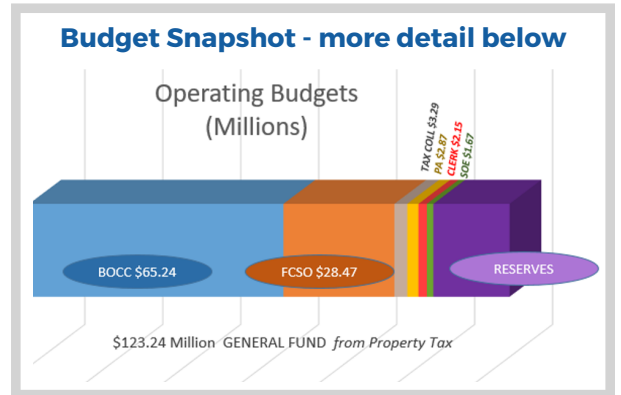
- 1,805 - Research Questions
- 9,534 - Database & Website Usage
- 7,352 - Internet & Wifi Connections
- 42,226 - Items Circulated (incl. e-materials)
- 13,205 - Foot Traffic
- 293 - New Borrowers Registered (5 e-cards)
- 29 - Curbside Pickup
- 160 - Passports
- 200 - Photos
- 23 - In-Person Events
- 440 - Passive Programs
- 470 - Attendance
- 8 - Facebook Posts
- 2,293 - Facebook Post Views
- \$8,814.74 - Revenue Generated

### Communications

- 24 - News Releases
- 41 - Published Media Pick-Up
- 4 - "Flagler Voice" Radio Shows
- 93 - Facebook Posts
- 5,959 - Facebook Followers
- 24 - Nextdoor Posts
- 33,673 - Nextdoor "Neighbors"
- 12,477 - Highest Social Post Engagement

### Parks - Camping Nights Reservations

- 24 nights - Princess Place Cottages / 59% utilization
- 14 nights - Princess Place Primitive / 12% utilization
- 2 nights - Princess Place Equestrian / 3.9% utilization
- 27 nights - Bull Creek RV Campground / 48% utilization



## FLAGLER COUNTY OCTOBER EXECUTIVE SUMMARY: PROJECT MILESTONES BEING MET, LOOKING FORWARD TO FISCAL YEAR 2021/22

Flagler County on September 20 adopted a total budget of \$221.09 million at a millage rate of 8.4847 which is 0.1000 mills lower than last year's millage rate. This includes: the General Fund millage of 8.0297; the voter approved millage rates for the Environmentally Sensitive Lands Operating budget at 0.1250, the Environmentally Sensitive Lands Debt Service millage at 0.1250; and, the General Obligation Bonds millage for the Judicial Center at 0.2050.

The General Fund - the monies that come from property taxes - is \$123.24 million. The Board of County Commissioners Operating Budget is \$65.24 million. The Flagler County Sheriff's Office receives \$28.47 million. The Tax Collector receives \$3.29 million. The Property Appraiser receives \$2.87 million, while the Clerk of Courts receives \$2.15 million, and the Supervisor of Elections receives \$1.67 million.

The Emergency Management Department continues to support local COVID-19 activities such as vaccinations, testing, and treatment options as they are needed in the community. It also transitioned the Florida Health Department-Flagler to Cattlemen's Hall in August to improve efficiency of the COVID-related services it provides.

As Florida is in the peak of hurricane season, the Emergency Management Department conducted six training events including: Activation Call Center Manager; Volunteer Radio Communications; FEMA Individual Assistance; ICS-100 Introduction to Incident Command System (required for all new hires); Community Organizations Assisting in Disasters; and, G-400 Advanced Incident Command.

The Engineering Department continues to work with the Westside Storm Water Master Plan consultant, Geosyntec, to provide a revised stormwater master plan scope. It incorporates public and stakeholder meetings, and expands the scope of National Pollutant Discharge Elimination System (NPDES) to address the expanded geography necessitated by impending NPDES permit. Some data and assessment tasks (including water quality assessment) were expanded to cover additional area.

Visible work can be seen along State Road 100, east of Interstate 95, where the construction of the Graham Swamp Multi-Use Trail & Pedestrian Bridge is underway. The 1.6 mile project, from the Lehigh Trail to 100 is about 4% complete. The contractor is clearing and grubbing, and installed erosion control devices. - Heidi Petito

# UF | IFAS Extension

UNIVERSITY of FLORIDA

Programs Include: Agriculture, Horticulture (including the Master Gardener Volunteer program), 4H Youth Development, Sea Grant, Family and Consumer Sciences, and Food and Nutrition Program.

## At A Glance

- 375 Resident Inquiries and Assistance
- 14 Soil Tests
- 4-H Agent Bailea Gnann began August 23
- Ag Agent job posting is active
- Master Gardener Training for 30
- 4-H Leaders and Volunteers Training
- 6 Pesticide Exams administered
- Plant Clinic offered August 28 at PC Library

## ENGINEERING DEPARTMENT PROJECT MILESTONES:

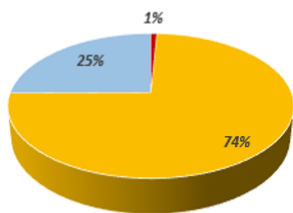
(Continued from Heidi Petito's summary report on page 1)

1) Construction services for Marineland Acres - Pave, Resurface and Drainage for eight roads, approximately 3.7 miles 18.15% complete. Dewatering and installations of deep drainage structures along east side of Central Avenue ongoing north towards Atlantic Avenue. Also crossings for laterals at each intersecting roadway south of Atlantic for swale drainage to the Central Avenue trunk line.

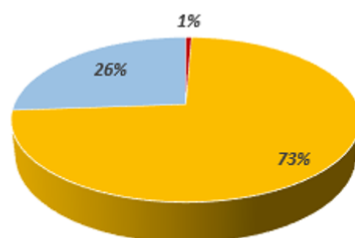
2) Library Administrative Headquarters and Bunnell Branch Master planning kick-off occurred on August 23 for the design phase of the new County Library with an ancillary Multi-Purpose Room.

## FLAGLER COUNTY FIRE RESCUE ACTIVITY

Operations July 2021  
1,600 Total

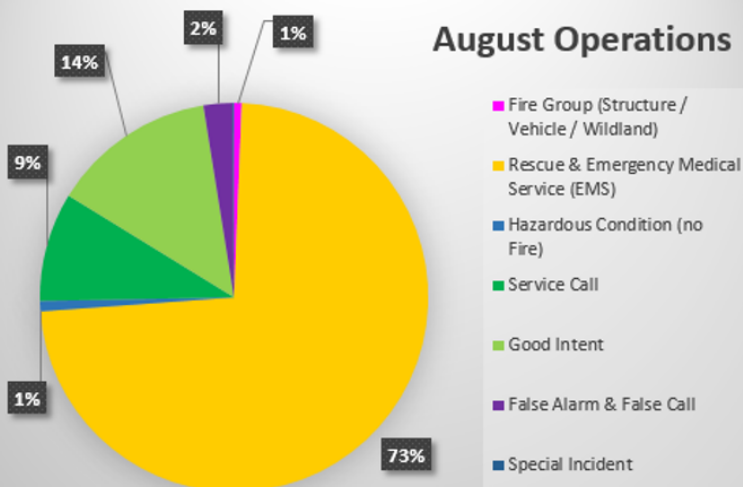


Operations August 2021  
1,736 Total



- Fire Group (Structure / Vehicle / Wildland)
- Rescue & Emergency Medical Service (EMS)
- Other

### August Operations



## TALLY UP THE NUMBERS:

### EMS and Fire Operations

- 11 - Fire Group (Structure / Vehicle / Wildland)
- 1,271 - Rescue & Emergency Medical Service (EMS)
- 15 - Hazardous Conditions (no fire)
- 157 - Service Calls
- 238 - Good Intent (ex: smoke seen, odor detected by public)
- 42 - False Alarm / False Call
- 2 - Special Incident

### 1,736 - Total

870 - Rescue (Ambulance) Transports

### Fire Prevention

- 8 - Short-Term Vacation Rental Inspections
- 4 - Hazardous Analysis for State Contract
- 10 - Annual Fire Safety Inspections
- 4 - Construction Plan Reviews
- 5 - Special Event Application Review for Approval

### Community Paramedicine

- 20 - Patient Contacts
- 7 - Narcan "Leave at Home" Program
- 60 - COVID Testing (as requested by DOH)

### FireFlight Operations

- 2 - Air Ambulance Transports
- 1 - Wildfire Suppression
- 2 - Law Enforcement Support
- 1 - Search and Rescue
- 3 - Training Exercises
- 2 - Public Relations
- 10 - Wildfire Reconnaissance Patrol





# NOTABLES

## FREEDOM FEST (JULY 3) RECAP

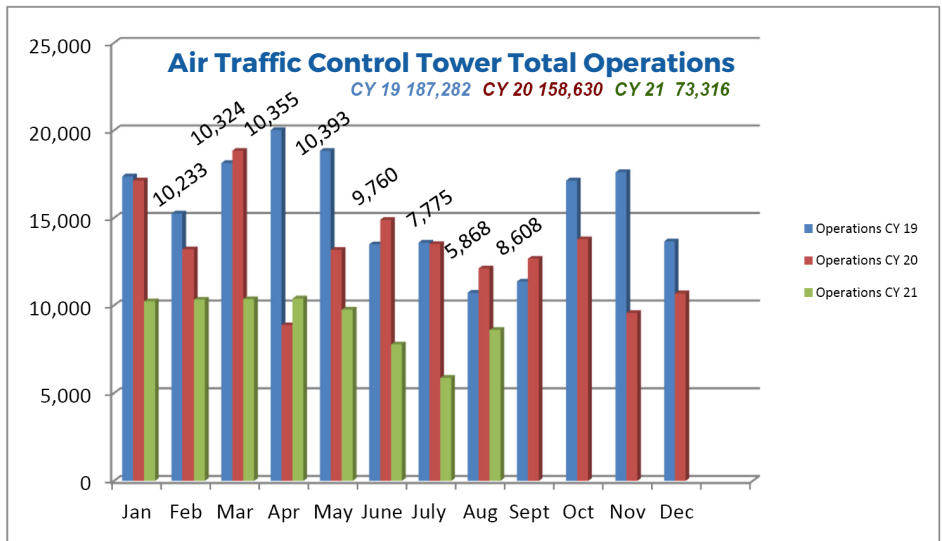
Freedom Fest, a salute to veterans both past and present, was attended by more than 10,000 people. It featured concerts, static vintage and modern military aircraft and vehicles, warbird flybys, remote control aircraft demonstrations, a car show, as well as plenty of food and beverage vendors. It was a great weekend to celebrate veterans and the freedoms they fought for.

## EARLY LOAN PAYOFF

The BoCC authorized the early payoff of an Airport Capital and Executive Corporate Hangar Loan and the termination of its related swap agreement. The Board authorized this loan from Bank of America in the amount of \$2.8 million 2011 to finance and refinance certain capital improvements at the Flagler Executive Airport. A swap agreement was also attached to this loan for the interest. The outstanding principal balance was \$262,060 with outstanding interest and fees of \$12,316. This loan had 10 more principal and interest payments, with the last one scheduled for January 2024. The payoff increased the Airport's debt capacity for future capital projects.

## CHAIR: FLORIDA AIRPORTS COUNCIL

Airport Director Roy Sieger was installed as the Chair of the Florida Airports Council (FAC) for the coming year. Sieger has been a member of the FAC for 15 years. He was appointed to the Board of Directors in 2016 and subsequently was appointed to the Executive Board in 2019. Florida Airports Council, is the largest airport-specific organization in Florida and is considered by industry leaders to be the premier airport organization in the nation.



# FLAGLER EXECUTIVE AIRPORT PROJECT UPDATES

1) The Rehabilitation of Runway 06-24 is complete. All paving operations have been completed on the airfield. All new runway lights, guidance signs, and Runway End Identifier Lights (REILs) have been installed. The electrical vault is complete, to include the architectural punch walk. The new slide gate, gate operator, and card reader have been installed. Completed the runway grooving and full rate markings.

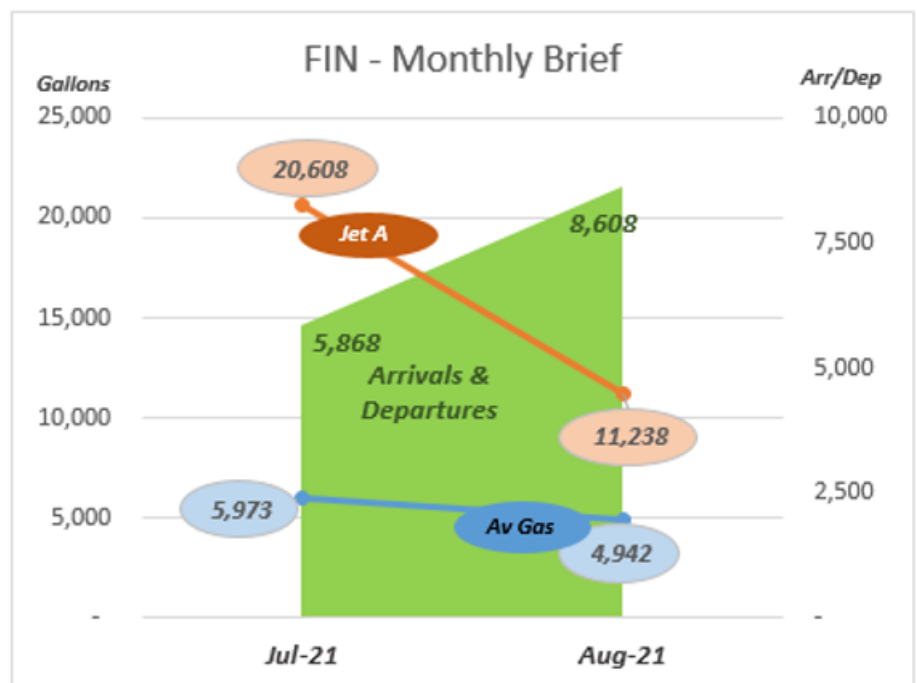
Project Cost: \$8,746,302 (FAA \$6,769,818, FDOT \$1,976,484)

2) Consultant Hoyle Tanner has completed the 90% design documents for the T-Hangar facilities. The Airport Director met with a representative to review the 90% design documents. Director Roy Sieger asked for changes to the restroom facilities and the new access road, which were reflected in the 90% design phase submittal.

Project Cost: \$117,000 (FDOT \$117,000)

3) Upcoming project to replace Air Traffic Control Tower (ATCT) Equipment. Two bids were received to replace ATCT Equipment that. The lowest bidder was CNC NAVTECH at \$343,304. The FDOT PTGA for this project is \$250,000, of which \$29,500 was paid to Hoyle Tanner to prepare the specifications and bid documents. and oversee the installation of the new equipment. Another \$122,804 has been requested from FDOT.

Project Cost: +/- \$372,804 (FDOT \$250,000 currently)



# LIBRARY PROJECT MILESTONES:

(Continued from numbers on page 1)

1) Relocated the Bunnell Branch to Marvin's Garden. Modifications to the facility were completed. All library furnishings, equipment, and materials were moved to the new location.

2) Southern Library Project – New facility construction is anticipated for 2023. Meetings were held with Rhodes & Britto to discuss the master planning phase.

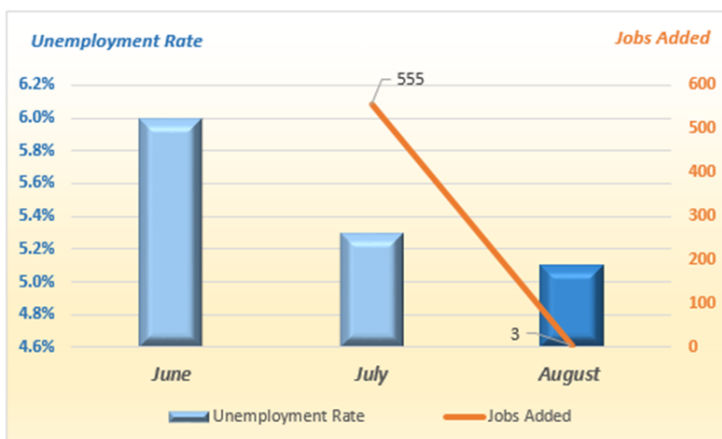
## ECONOMIC DEVELOPMENT AT A GLANCE:

### August Milestones

- 6 Request For Quotes Reviewed from Enterprise Florida / JaxUSA
- 3 Request For Quotes Responded to Enterprise Florida / JaxUSA
- 2 Face-to-face meetings with Prospective Companies
  - Request via Palm Coast - potential investment of ~ \$40 million in fiber upgrades
  - Request via commercial realtor
- CTE (Career/Technical Education) Pre-Planning Meeting with Flagler Schools
- Research / Statistics provided for annual budget books & Comprehensive Annual Financial Report for the County and the City of Palm Coast
- Seminars / Meetings - Economic Development Administration American Rescue Plan

### Florida Department of Economic Opportunity

Unemployment Rate based on the August report released: 5.1% (down .2% from prior month). Labor Force: declined from 48,997 to 48,923 (decrease of 74 residents). Jobs added: 3 (employment grew from 46,409 to 46,412).



# GENERAL SERVICES NUMBERS:

There are many divisions that operate under the General Services Department. Below are some of their numbers.

### Transportation

- Trips - 6,920
- Miles - 53,998
- Applicants - 25 new applicants
- Active Customers - 1867

### Garbage Collection Services

- 7,347 total customers
- 22 New customers
- Complaints - 16 complaints, 100% resolved
- 66 service requests, 91% resolved

### Road and Bridge

- 1,543 acres mowed
- 970 miles roadway improved - dragged and graded
- 7,758 feet Ditches cleaned using wheeled excavator
- 1 mile reshaped
- 786 cubic yards of material added to shell roads
- New installations: 5 driveway culverts, 1 cross pipe

*(As Flagler County received substantial rainfall towards the end of the summer, the roads and drainage systems saw severe water retention and extensive vegetative growth.*

*There were 83 work requests logged and 90% were completed. Road & Bridge monitored low areas in an attempt to stay ahead of the elements, but are over extended due to staffing shortages. As the weather dries up and the growing season slows down, attention can be more focused on cleaning out drainage areas and mowing. The priority ditch/swale cleaning schedule runs through February 2022. A weekly update is published to social media.)*

### Fleet Services

- 960 Pieces of Equipment (312 FCSO)
- 231 Work Orders Completed
- 243 Work Order Requests (95.04% completion)
- 200 In-The-Field equipment services utilizing Fleet Service Truck
- 16 Pieces of New Equipment: 2021 Chevrolet Tahoe (IT); 2021 Honda ATV (Land Mgmt); 2020 Ford F-550 (Land Mgmt); 2020 Ford Transit (Emrg Mgmt); 2021 3815 Bush Hog (Pub Works); 2020 Ford F-250 (Gen Srvcs); 2020 F-450 Flat Bed (Gen Srvcs); 2021 F-450 Med Unit (Fire); 2020 F-550 Attack (Fire); 2020 F-150 Staff (Fire); 2021 Scag zero turn (Pub Works); Four 2021 Ford Transit (Trans)
- 35,647 gallons Unleaded dispensed
- 9,261 gallons Diesel dispensed

# IT NOTABLES

- 1,162 tickets opened
- 1, 189 tickets closed
- 326 tickets presently open

## PROJECT MILESTONES:

### 911

- Backup – ECC Furniture Upgrade
- ESINet Installation (Next Gen, fiber-optic) - Verified no carriers on any legacy lines. Canceled AT&T service.

### GIS

- LiDar Data Project Completed. State-data processed to provide easy public access and downloadable LiDar data
- Census Data Project Completed. Internal applications in place for staff to support multiple county-wide efforts (i.e. Voting Districts)
- Portal Upgrade / ESRI Server Environment Met with ESRI. Reviewed intricacies of the upgrade.
- Vulnerability Assessment of Onsite Sewage Treatment & Disposal System (Septic). Project story-mapped to support grant applications and funding opportunities.
- WebEOC Interface Technical documentation digested, and develop process for GIS-app compatible boards that will eliminate need to pay software vendor
- Call-Taker Solution for EOC Activation With EM staff reviewed processes. Trained Call Center managers. SOP documented. Met with Palm Coast staff to insure workability.

### Core IT

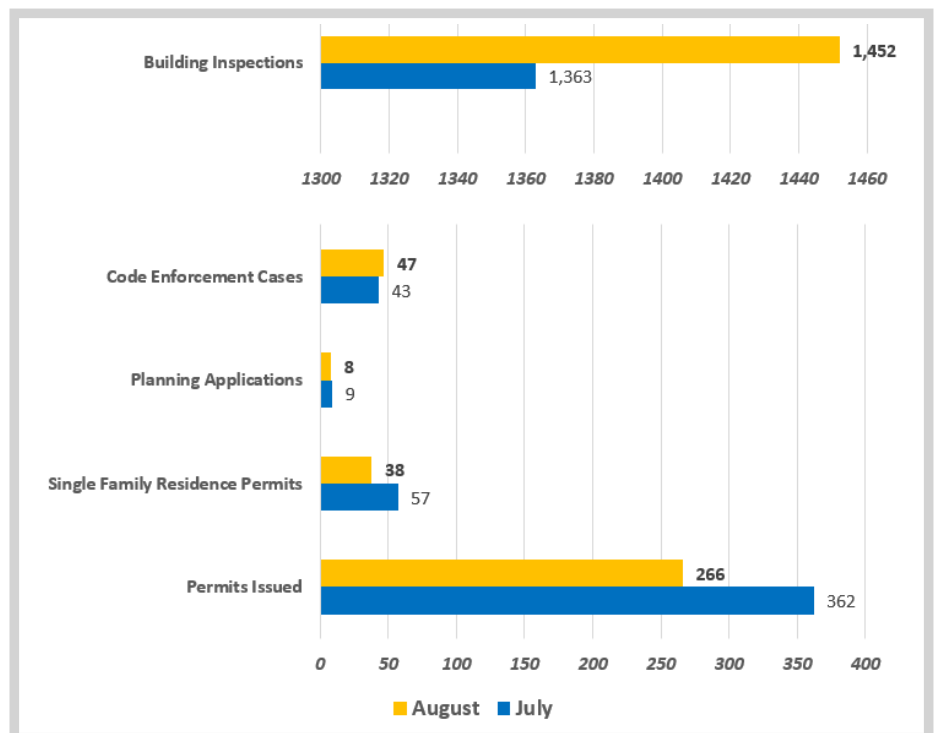
- Office 365 - Obtained FDLE approval and finalizing quotes. Working on multifactor authentication.
- Policy Updates
- Lease agreements under review by AT&T - going to Volusia Board.
- Planning for Construction at Library and Sheriff's Operations

### Project Management

- Re-Implementation Energov – Improved Workflows, Fees, and Intelligent Objects.
- Flagler Sheriff Munis Implementation reviewed and accepted cutover testing.

# GROWTH MANAGEMENT UPDATES

- 1) Munis Implementation – Coordination with Clerk's Office identified GL account numbers for integration with corresponding new Munis account numbers.
- 2) The Building Division has implemented the Building Association of Florida cross training program for inspectors to qualify for additional State licenses.
- 3) Three building inspectors have started the curriculum for the Fire Inspector certification program.
- 4) Two building inspectors applied to the State for additional licensing.
- 5) The Building Division drone pilots assisted the GIS Division in the performance of pre-storm damage assessment flights.
- 6) Growth Management launched the Employee Incentive Program, two Central Permitting Technician certifications have been completed to date.
- 7) The updating of online forms and permitting requirements inclusive of online fillable forms has begun.
- 8) Starting process development for online permitting.
- 9) Residential permits processing time has been reduced to 7 to 10 days.
- 10) Coordination meetings with the Clerk of Court for the upcoming Tyler Cashiering implementation and the Energov integration with the Clerk's Munis platform.
- 11) Online sessions with the Tyler 2021 implementation project manager with regards to the upcoming Energov update.
- 12) Restructuring of the permit record retention process to be in compliance with Florida Statutes. File management of the 4th floor storage area is progressing.
- 13) Implementation of SOP's for permit review, inspections and documents are underway.
- 14) Re-organization of inspections to provide an efficient work flow for the permit applicants.





## LAND MANAGEMENT GLANCE:

**Prescribed Fire acres YTD: 200**

**Invasive Species Treatment Events YTD: 65**

**Hazardous Trees Addressed: 20**

ESL Project Considerations: 1 Underway, 1 Survey, 1 Meeting

### PROJECT MILESTONES:

- Whispering Meadows Understanding of needs. Communication with Flagler Schools regarding FFA program. Budget set.
- Phase II MS4 Drainage systems mapped. Received copy of COPC MS4 permit.
- 2 HMGP Grants Fire protection projects along Mala Compra Rd. & FDEP Resiliency Vulnerability Assessment, ratified by BOCC. Vulnerability Assessment submitted.
- Water Oak Canal Re: Grant, FDEO will be switching the grant category from disaster relief to mitigation. Presentation expected later this month which will outline the disbursement timeline. At their suggestion will submit bid documents at that time.

## HEALTH & HUMAN SERVICES BY THE NUMBERS

### Adult Day Care

- 11 enrolled
- 162 meals
- 1,049 hours billed to funding sources

### Human Services

- 60 Intakes – 55 eligible clients

#### PROVIDED:

- 26 Emergency Assistance (rent / utility)
- 15 state-mandated Healthcare
- 1 indigent Cremation
- 11 PC Water Grant services

### Senior Services

- 280 Congregate Meals served
- 1,515 Meals on Wheels
- 35 Meals on Wheels volunteers

### Veterans Services

- 153 Service appointments provided, 49% were walk-ins
- Represented Flagler County at the Veterans Advisory Council, American Legion Meetings, VFW Meeting, Marine Corps League, VSO Auto Show, and 8/28 Veteran's Memorial Ceremony
- Present Weekly Radio Show: Veterans on Point

## HUMAN RESOURCES NUMBERS:

*Fiscal Year To Date Turnover Rate (August) = 19.58%*

*Year To Date Turnover Rate = 16.19%*

### Vacancies by department (48)

- Engineering 2
- General Services 22
- Tourism 2
- County Attorney 2
- Agriculture 1
- Financial Services 1
- Fire Rescue 5
- Human Resources 1
- Health & Human Services 6
- Administration 2
- Library 2
- Innovative Technology 1
- Growth Management 1 – position will be removed FY 22

### Workers Compensation Claims (FYTD/AUG/62\*)

- Loss Time Claims 35
- Medical only 27
- COVID Claims 25 of the total 62

*\*22 claims were in July/August due to COVID surge (19 COVID claims and only 3 accidents).*

*WC insurance paid \$94,591 in salary and medical bills on loss time claims and future doctor appointments.*

*County paid \$37,675 FYTD from workers compensation funds (County pays first 7 days of loss).*

### Open Enrollment

- 872 (includes Constitutionals)

### Resignations

- July 9
- August 8
- FYTD 56

### Dismissed/Layoff

- July 0
- August 1
- FYTD 14

### End of Temporary Assignment

- July 0
- August 1

### Other

- 8 New Hires
- 1 Orientation Seminar
- 370 Total Employees
- 166 Applications Processed



# Palm Coast AND THE FLAGLER BEACHES

August Revenue: up 22%  
 August Total Lodging Sales: \$9,538,296.32  
 August Total Bed Tax: \$455,275.28

## NOTEABLES:

- Fund 111 – HOA True-up completed
- New marketing manager - Phase 1 training completed
- Outdoor Art Brochure - Turtle Trail and Murals (new)
- Visitor Guide & Rack Cards: Revised and updated
- Creative campaign for FY22, initial work
- Filming began for A1A Roadtrip video
- LAA (Local Arts Agency) Board meetings, punch list
- Future July 4 – partner meeting

## GENERAL SERVICES PROJECT UPDATE MILESTONES

- 1) Flagler Access Care Center/SMA Healthcare. Met with SMA Healthcare representatives to finalize floor plans for the Flagler Access Care Center.
- 2) Wadsworth Dog Park Restroom. Obtained a building permit from the City of Flagler Beach, installed clean compacted fill dirt, formed for concrete, installed 1st rough plumbing, dug footers., placed reinforcement bars and poured concrete. Ordered and received concrete block materials, installed concrete block materials ordered wood trusses.
- 3) Vehicle Storage Building. About 2,700 sq. ft. for Emergency Services. Installed: 200 2"x4"x16' standard yellow pine studs - 3,100 sq. ft. of R19 insulation - 2,800 sq. ft. of R30 insulation - 118 3/8"x4'x8' of Smart Siding - 2,800 sq. ft. of ceiling grid / acoustical tiles - and a 7-ton air conditioner.
- 4) George Washington Carver Expansion. About 3,200 sq. ft. Phase 1: cleared building site - delivered, spread and compacted 82 cubic yards of clean fill dirt - set batter boards - installed form boards - installed water and sewer - 1st rough plumbing - dug footers - termite treated slab area - installed vapor barrier - placed reinforcement bars - poured 60 cubic yards of 3000 psi concrete.
- 5) Transportation. The Transportation Division is currently updating its 10-year Transit Development Plan (TDP) as well as implementing modern fare systems, rider notification systems, and trip booking software.

| CURRENT ACTIVE GRANTS |                  |
|-----------------------|------------------|
| Total # of Grants:    | 72               |
| Total Award Amount:   | \$ 89,000,565.96 |
| Total Reimbursed YTD: | \$ 37,160,313.97 |
|                       |                  |

## FINANCIAL SERVICES GRANTS TRACKING

### Upcoming Grants

| Department        | Grant Type          | Grant Name                                | Total Award Amt |
|-------------------|---------------------|---|-----------------|
| Ag Museum         | Dept of Agriculture | Agriculture Education and Promotion Grant | \$ 2,000,000.00 |
| Airport           | FDOT                | GA Terminal - Const                       | \$ 3,326,600.00 |
| Airport           | FDOT                | Corporate Hangar - Design                 | \$ 60,000.00    |
| Airport           | FAA                 | Taxiway A - Design                        | \$ 185,000.00   |
| Fire Rescue       | FEMA                | Firehouse Subs Grant                      | \$ 5,331.51     |
| Growth Management | NEFRC/FDEP          | Flagler County Vulnerability Assessment   | 60,000-75,000   |
| Land Management   | Hurricane Michael   | Wildfire Mitigation - N. Malacompra Dr.   | \$ 300,000.00   |
| Land Management   | Hurricane Michael   | Wildfire Mitigation - S. Malacompra Dr.   | \$ 36,000.00    |
| Library           | State of Florida    | State Aid to Libraries Grant              | \$ 23,764.00    |
| TDC               | EDA                 | EDA ARPA Competitive Grant                | >\$10,000,000   |
| Transportation    | FDOT                | ISD Grant                                 | \$ 366,568.00   |
| Transportation    | FDOT                | Shirley Conroy Grant                      | \$ 178,800.00   |