

FLAGLER BOCC MONTHLY UPDATE



DEPARTMENTAL STATISTICS AND STATUS REPORT · JANUARY 2022

LIBRARY GLIMPSE:

Flagler County Public Library saw a \$3,000 increase in revenues in December 2021.

Library Services

1,838 - Research Questions
9,766 - Database & Website Usage
3,403 - Internet & Wifi Connections
37,441 - Items Circulated (incl. e-materials)
12,933 - Foot Traffic
251 - New Borrowers Registered
204 - Passports
261 - Photos
35 - In-Person Events
848 - Passive Programs
873 - Attendance
24 - Facebook Posts
4,382 - Facebook Post Views
\$10,838.32 - Revenue Generated

Southern Library Update

Received Cost Estimate and Master Plan Documents from Rhodes and Brito. Met with County Staff to discuss the cost estimate and Master Plan.

Long-term targets:

1. Finalize scope and receive conceptual floor plan.
2. Present to County Commissioner's and request approval to hire a Construction Manager at Risk.
3. Move forward with design & construction.

*Legislative Priorities

- Prepared letter for Rep. Mike Waltz urging him to support a bipartisan Flexibility Act (S. 3011) which will allow more flexibility in the use of ARPA funds.
- Prepared House and Senate forms for Septic to Sewer on Barrier Island Funding Request.
- Submitted Attestation form for HB 3583 for the Florida Ag Museum Project.



Departments and agencies trained together January 12, 2022 for enhanced public safety. The exercise brought together more than 50 people with different skill sets to reach a common goal.



WORKING TOGETHER FOR THE GREATER GOOD OF FLAGLER COUNTY RESIDENTS

Commissioners, just a few weeks into the new year and everyone on our staff has jumped into new projects and opportunities for the greater good of our community. It makes for a rewarding and energizing start to 2022.

Staff members from our divisions of Emergency Management, Fire Rescue, and GIS (geographic information system) joined Sheriff Rick Staly's Emergency Response Team and Telecommunications Emergency Response Taskforce team for a full-scale exercise that utilized a customized GIS-based phone app. They were able to live track individual search-and-rescue members, report hazards, and accurately share data that was instantaneously transmitted back to the home base.

Exercise planners created a realistic scenario for our area: a tornado that caused damage to homes and businesses, and a make-believe missing child. "Injects" - updates and condition changes - to the pretense guided the players activities as they made the switch from documenting damage to conducting a search-and-rescue.

Clearly, it is optimal to train together under blue skies before we are called upon to work together during an actual tragedy or disaster. New technology is only helpful if we know how to use it to provide the efficiency and other benefits it has to offer.

While there is the perception that it's great if everything goes off without a hitch, training exercises provide the opportunity to expose - and fix - the small cracks in the surface before an actual deployment.

Our team deserves a big thank you for taking a day out of their busy schedules to participate in this training exercise. The handful of objectives was met.

Fire Rescue and law enforcement personnel worked well together to conduct search, rescue, and missing persons operations. The GIS team was able to demonstrate its ability to enhance the operations with their technological support. And, of course, the Emergency Management team was able to demonstrate its ability to support a large-scale field operation such as this.

- Heidi Petito, County Administrator

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

- 221 Resident Inquiries and Assistance
- 7 Soil Tests
- 0 Water Tests
- 4 Pesticide Exams administered
- 108 Extension Volunteer hours assisting Agents in providing research based education

Upcoming

- Applications accepted for 4-H Program Assistant and Ag Agent in January, as well as Sea Grant Agent interviews

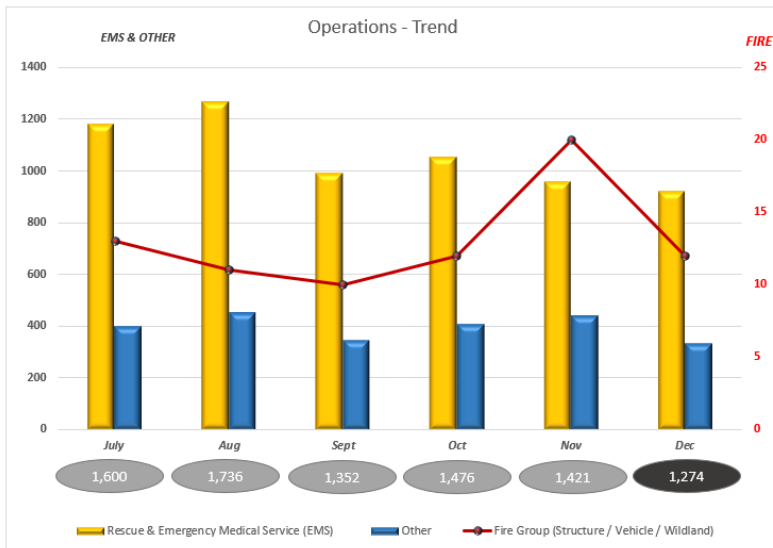
LAND MANAGEMENT PROJECTS:

Land Management and General Services departments worked together on the completion of the Water Oak Canal maintenance project and on invasive plant management along roadways and parks.

Long-term goals:

- Continue maintenance to maintain drainage for north and western Flagler County.
- Continue to assist as requested by providing expertise and equipment for effective removal of Brazilian Pepper and other invasive and problematic plants and animals.
- Continue to build aerial and standard prescribed fire programs in collaboration with partners.
- February Land Acquisition Committee meeting is planned to discuss current project progress and to discuss potential new considerations.

FLAGLER COUNTY FIRE RESCUE ACTIVITY



EMS and Fire Operations

- 12 - Fire Group (Structure / Vehicle / Wildland)
- 0 - Rupture / Explosion
- 926 - Rescue & Emergency Medical Service (EMS)
- 6 - Hazardous Conditions (no fire)
- 139 - Service Calls
- 157 - Good Intent (ex: smoke seen, odor detected by public)
- 31 - False Alarm / False Call
- 3 - Special Incident

1,274 - Total

Fire Prevention

- 5- Short-Term Vacation Rental Inspection
- 3 - Annual Fire Safety Inspections
- 6 - Construction Plan Reviews
- 8 - Public Education

Training

Legal & Ethical Issues for Fire Services - 9 students (40 hrs.)
 Live Fire Training Instructor - 10 students (40 hrs.)
 *The above were regional offerings with Flagler County Fire Rescue and Palm Coast Fire Departments instructors teaching students from all departments within Flagler & Ormond.

Continuing Education

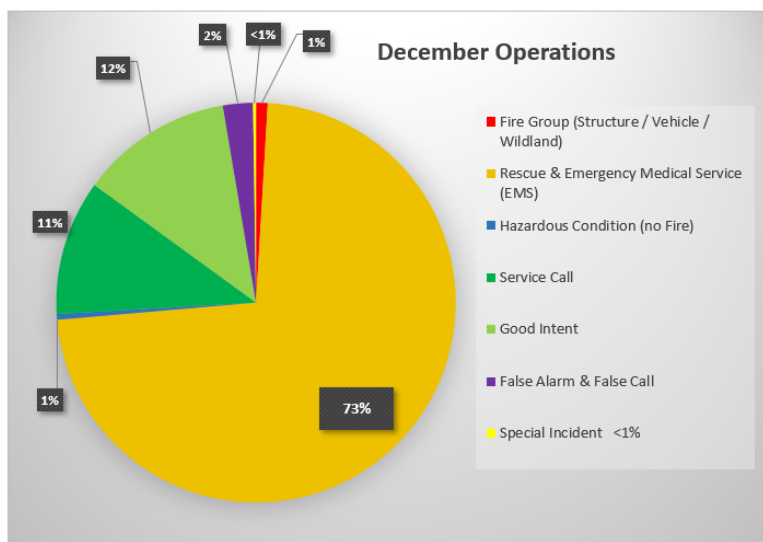
- 630 - Hours of in-service training
- 3 - Qualified pump operators (new)

Community Paramedicine

- Booster shots to homebound patients as requested
- 25 - Patient Contacts
- 20 - COVID tests at the EOC

FireFlight Operations

No flight operations conducted during the month of December due to annual mandatory FAA training of pilots and FAA maintenance.



EMERGENCY MANAGEMENT SNAPSHOT

FY 2021|22 Year-to-Date:

- Training/Exercises Conducted: 7
- Training/Exercise Attendees: 58
- Outreach Events Held: 10
- Event Attendees: 3,796
- Radio/TV Interviews: 1
- Radio/TV Audience Reach: 5,000
- **ALERT** Flagler Notifications Sent: 17
- **ALERT** Flagler Enrollees: 72,357
- Social Media Followers: 20,683

Disaster Housing Plan

- Discussed with Social Services the game plan and placed on AHAC agendas to cover in 2022
- Continued discussions with Social Services the tasking and project
- Finalized planning timeline
- Long-term = identify FEMA and state planning expectations

Continuity of Operations Planning Program (COOP)

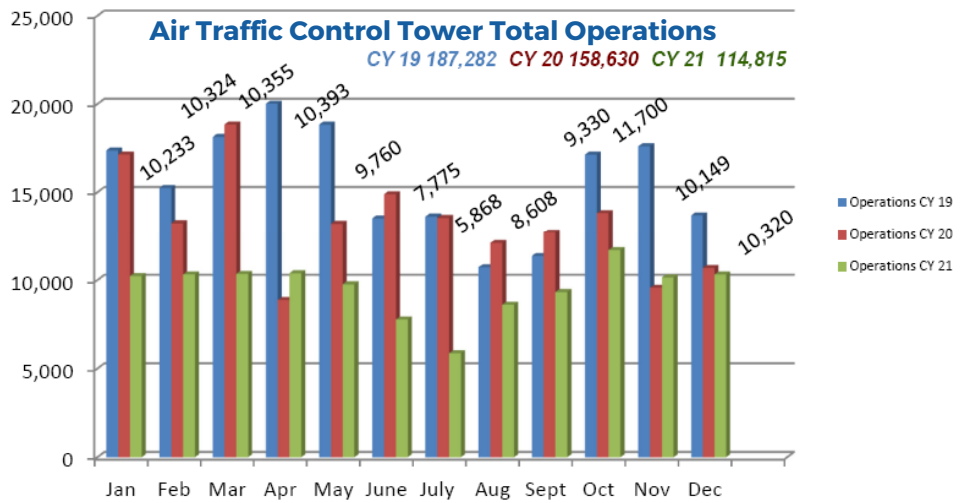
- Emergency Management Agency went through COOP process
- Tweak COOP process with lessons learned from EM test run
- GOAL = develop a recurring COOP Training Program for departments that is taught by EM staff, and offer COOP support to Municipalities and Constitutional Officers

East Flagler Mosquito Control District

- Executed EFMCD Agreement, and work on enhanced services in Rima Ridge and Espanola
- Continue follow-up about Phase I expansion documentation (they are in the process of hiring survey firm to legally define boundary)
- Goals = Obtain Phase I approval from BoCC and work with EFMCD to develop cost explanation of Phase II expansion to educate the BoCC (increased cost of services vs. the necessary millage rate to support)

COVID-19 Support

- Determine if State will provide testing resource and, if not, initiate procurement



FLAGLER EXECUTIVE AIRPORT PROJECT UPDATES

1) **T-Hangars Design.** The Airport Director met with his FDOT District representatives to discuss the T-Hangar project, and the additional funding needed to construct the new facilities due the higher than anticipated project costs. The FDOT representatives were receptive and agreed to fund the additional costs construct this project. Purchasing will be issue a "Notice to Award" shortly.

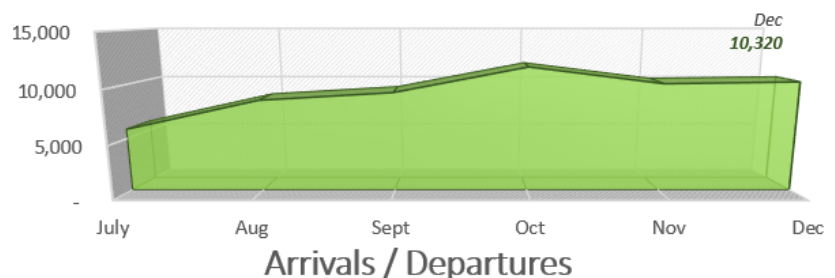
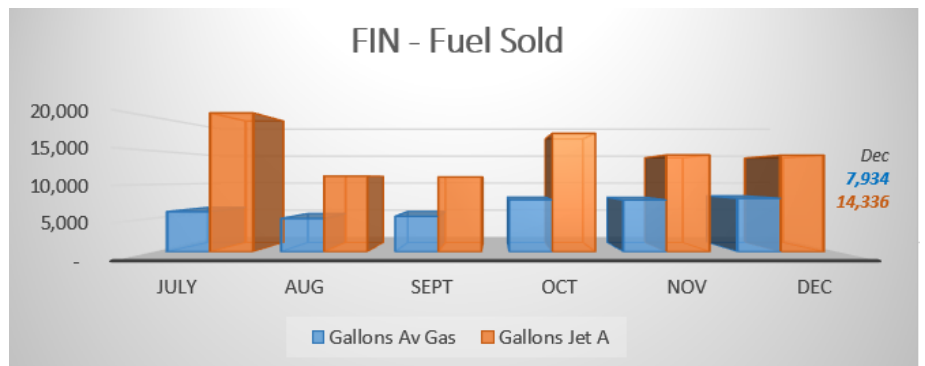
Project Cost: \$117,000 (FDOT \$117,000)

2) **Upcoming project to replace Air Traffic Control Tower (ATCT) Equipment.** The Flagler County Legal Department has completed the contract for CNC NAVTECH to purchase and install/upgrade the NAVCOM equipment in the Air Traffic Control Tower. The contract has been forwarded to CNC NAVTECH for review and signature.

Project Cost: \$302,304 (FDOT \$302,304)

3) **Design and Rehabilitation of Taxiway A.** GAI Consultants, Inc. has completed the preliminary pavement design, grading design, drainage design, electrical design, geometry and alignments. The preliminary specifications and preliminary design report is nearing completion. The survey verification has been completed as well.

Project Cost: \$185,000 (FAA \$185,000)



PURCHASING DIVISION UPDATES:

- Purchase Orders Issued - 64
- P-Card Transactions - 669

Solicitation Status:

- Strategic Planning Consulting Services – BoCC tentative first meeting in February.
- Construction of T-Hangars with taxi lanes is in review. Notice of Intent to be issued in January, and tentatively to BoCC in February.
- Aggregates and Road Base Materials – due January 12.
- Piggyback for online auction services – BoCC approved January 10.
- E-Rate Internet Services – Put together in December, and released January 3. Bids due February 16.
- Architecture and Engineering for Fire Stations – received 12 responses, all of which are currently under review.

ECONOMIC DEVELOPMENT VIEW:

December Milestones

1. Official announcement of MetroNet on December 14. Assisted with project beginning on August 3, 2021 in conjunction with Palm Coast staff for multi-million dollar fiber infrastructure investment in the city, as well as 25 jobs in permanent office after infrastructure complete.
2. Annual reporting to State as required by F.S. 125.045
3. Research Florida Rural Economic Development Summit Organization for Commission.

January Projects

1. Review and respond when appropriate to RFIs for the following: Project Turkey; Project Polonez; Project Heis; Project on Evo; Gateway Technologies; Project Eclipse 2; and, Project Airport 1
2. Continued to research and forward findings of additional ways for Boston Whaler to advertise job openings.
3. Updated all monthly economic statistics.

Long-term Goals

- Update Economic Development page on website.
- Work with Northeast Florida Regional Council on the Regional Comprehensive Economic Development Strategy.
- Develop economic development video.

DEO Statistics (release date January 17, 2022)

- Unemployment for November 4.1% (4.4% October)
- Single Family Home median sale price \$350K (\$330 Oct.)

GENERAL SERVICES NUMBERS:

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

Transportation

- Trips - 6,204
- Miles - 152,972
- Applicants - 36 new applicants
- Active Customers - 2,064
- Trip Denials - 86

Garbage Collection Services

- 7,381 total customers
- 0 New customers
- Complaints - 3 complaints, 100% resolved
- 82 service requests, 98.7% resolved

Road and Bridge

- 895 acres mowed
- 797 miles roadway improved - dragged and graded
- 8,304 feet Ditches cleaned using wheeled excavator
- 117.9 cubic yards of material added to shell roads
- New installations: 2 driveway culverts, 4 cross-pipes

(Road & Bridge has begun taking measures to remedy the over-budget activities in the Daytona North Service District. Our standard response to residents is as follows: "Upon careful examination of our current budget in the Daytona North Service District we have found that the funding for the service district is not enough to sustain the current efforts and level of service the County has been providing in the area. At this time efforts in the Daytona North Service District will primarily be focused on maintaining the roadways within the district, keeping them passable. In the event of issues such as major flooding, failed culverts in the area that prevent egress and ingress and other matters that may require immediate attention Flagler County staff will be dispatch to resolve the concern. We are working very closely with Administration and our Finance Department to find possible solutions to resolve the future budgetary needs of the Daytona North Service District.")

Parks

- 7 Special Events including Flagler Volunteer Services Giving Store at Cattleman's Hall, and Santa visit at Hidden Trails, as well as a rodeo, barrel racing, an archery competition, a cornhole tournament, and a theatrical performance
- 26 Reservations - Princess Place Cottages
- 74 Reservations - Princess Place Primitive Camping
- 1 Reservations - Princess Place Group Camping
- 28 Reservations - PPP Horse Camping
- 60 Reservations - Bull Creek RV Camping

IT NOTABLES

- 842 tickets opened
- 939 tickets closed
- 250 tickets presently open

PROJECT MILESTONES:

GIS

- Call-Taker Solution for EOC Activation with EM - all edits complete. Finalize and review SOP.
- ID septic tank locations and for Land Management habitat study.

Core IT

- Office 365 - Working on email security cutover for implementation.
- Working on two tower lease agreements: one with AT&T and the other with Volusia County.

Project Management

- Energov post reimplementation - Permitting, Planning, Inspection, and Code Enforcement application.
- Public Safety Systems - Radio Management install that allows WiFi and over-the-air programming.
- Public Safety Software - upgrading and adding features that includes FCSO needs with FDLE for criminal justice data transparency, and Florida Incident Based Reporting Systems (national standard).

FINANCIAL SERVICES:

FY 2021-22 Adopted Budget Book

- Presented to the BoCC
- Available at www.flaglercounty.gov under Departments | Financial Services left-hand navigation
- Submitted for GFOA Budget Award
- Continue to amend FY22 Budget as needed

FY 2022-23 Budget Process

- Budget Guidelines Discussion with BOCC on February 7
- Budget Kickoff Meeting February 17
- **Budgets, Decision Units, and Performance Measures will be due March 21**

Capital Improvement Projects

- Kickoff Meeting January 26

Tyler Munis Implementation

- First Quarter go-live date anticipated

GROWTH MANAGEMENT UPDATES

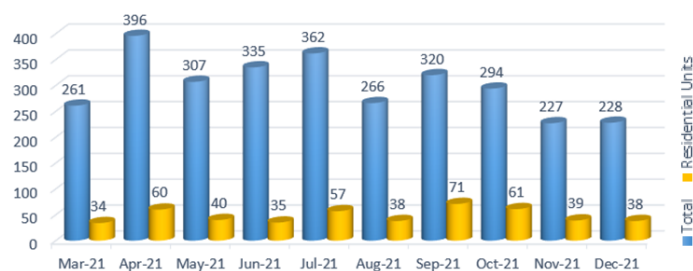
1. The Building Association of Florida cross training program is progressing, online classes are complete for one certification.
2. Building inspectors are continuing the curriculum for the Fire Inspector certification program, class phase scheduled for December.
3. One building inspector received license another is scheduled for DPBR Board review.
4. Record Clerk position has been hired, start date is January.
5. Continuing update of online forms and permitting requirements.
6. Online applications for re-roofing permits, short term vacation rental renewals, flood zone determinations and zoning confirmations are available through the Community Self Service portal. Other applications are undergoing setup.
7. Impact fee ordinance approved by the BOCC.
8. Comprehensive Plan update underway with the North East Florida Regional Council.
9. Online payments available, temporary solution via a 3rd party website.
10. Rebuilding the Energov fee structure.
11. Continuing planning for Tyler Cashiering implementation and the Energov integration with the Clerk's Munis platform.
12. Restructuring of permit record retention to be in compliance with Florida Statutes.
13. Additional drone pilot licensed, Growth Management currently has 3 pilots and 3 drones.

GROWTH MANAGEMENT NUMBERS

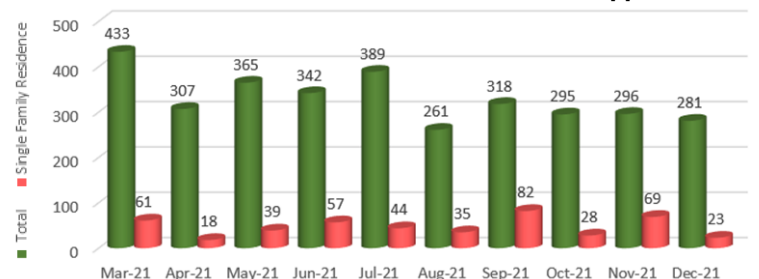
New Planning and Zoning Applications

	Total	Zoning/Site Plan/Plat	BTR	Buildable Lot	Short Term Rental	Zoning Confirmation	Variance/Spec Ex Conditional Use
Dec 21	12	6			5		1
Nov 21	10	5			2		3
Oct 21	13	5	2	1	3	2	

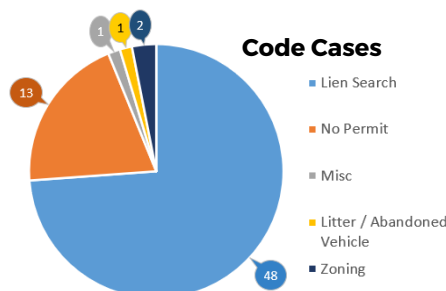
Permits Issued



Applications



Code Cases



Building Inspections

	# of Inspections
Dec 2021	1731
Nov 2021	1741
Oct 2021	1814
Sept 2021	1628
August 2021	1452
July 2021	1363

FINANCIAL SERVICES GRANTS TRACKING

Current Active Grants

- Total = 62
- Award Amount = \$95,609,596
- Reimbursed = \$37,129,674

Submitted for closeout:

- Design Aviation Terminal at Airport
- Seven Hazard Mitigation Grants for generators and hardening Fire Stations 51 and 71



**REMINDER:
state reports are
not received until
mid- to late-
month for the
prior data.*

Tourist Development Tax Revenues

- November 2021 \$250,882.67
- November 2020 \$190,467.11
- Change +31.72%

Hotel and Resort Snapshot

	Occupancy	Average Daily Rate
• November 2021	55.3%	\$144.45
• November 2020	45.4%	\$128.01
• Change	+21.9%	+12.8%

Vacation Rental Snapshot - Airbnb and VRBO only

	Listings	Occupancy	Average Daily Rate
• 11/21	786	51%	\$328
• 11/20	645	48%	\$281
• Change	+22%	+7.1%	+16.4%

Total Sales on All Accommodations

- November 2021 \$5,104,826.55
- November 2020 \$4,018,049.38
- Change +27.05%

Monthly Activities and Notables

- Launch of Starry Nights at First Friday in Flagler Beach
- Staff participated in an off-site, all day Fiscal Year 22|23 planning session

HUMAN RESOURCES NUMBERS:

Fiscal Year To Date Turnover Rate = 1.36%

Year To Date Turnover Rate = 20.56%

Vacancies by department (51)

- Administration 1
- Land Management 1
- Airport 0
- County Attorney 2
- Emergency Management 0
- Engineering 1
- Extension 2
- Financial Services 2
- Fire Rescue 10
- General Services 24
- Growth Management 1
- Health & Human Services 4
- Human Resources 1
- Innovative Technology 1
- Library 1
- Tourism 0

Workers Compensation Claims (FYTD/DEC/8)

- Loss Time Claims 2
- Medical only 6
- COVID Claims 4

Resignations

- September 0
- October 6
- November 4
- December 6
- FYTD 16

Dismissed/Layoff

- September 1
- October 1
- November 0
- December 1
- FYTD 2

Other

- 421 Authorized Positions
- 369 Total Employees
- 5 New Hires
- 1 Orientation Seminar
- 6 Job Postings
- 13 FYTD Job Postings
- 107 Applications Processed
- 405 FYTD Applications Processed

COMMUNICATIONS:

News Releases

- 9 releases sent | Emailed to about 100 media contacts from Jax to Orlando. They are also shared through Flagler County Government social media accounts.
- 24 pick-ups by local print, radio, blogsites

Flagler Voice Guests

- Nadine King | Christmas Come True
- Re-run | Family Life Center
- Deputy Fire Chief Percy Sayles
- Re-run | Christmas Come True

Public Records Requests

- 17 incoming public records requests
- 100% fulfilled

Events

- County breakfast
- Christmas with Community Heroes

Flagler County Government Facebook

- Posts for December 66
- Followers 6,709
- Page reach 21,612

Nextdoor

- Posts for December 13
- Neighbors | Followers 35,340
- Views 43,046

ENGINEERING PROJECT UPDATES

1) **Westside Stormwater Master Plan.** The goal of the project is identify potential improvements to Flagler County's overall stormwater management program, recommend potential improvements, and design improvements. The purpose of this project would be specifically to mitigate flooding risks to roadways and roadway related infrastructure. Flagler BOCC reviewed consultant proposal for consent consideration of Work Authorization on December 6, and notice to proceed was issued on December 8. Expected in January: project kickoff meeting between engineering and select department heads. Fulfill consultant initial data requests, and coordinate with City of Palm Coast, City of Bunnell, City of Flagler Beach, St. Johns County, and Volusia County.

2) **East Daytona North Paving Project, 3.3 miles.** The project scope consists of roadway stabilization with asphaltic concrete pavement and associated stormwater improvements to include a 20 foot wide roadway and stabilized shoulders along various roadways. December 15 kickoff with preliminary engineering design services.

3) **Marineland Acres, 3.7 miles - 8 Local Roads.** Resurfacing and drainage improvements. Central Avenue storm trunk line installed. Over-head utility relocations completed. Continue with utilities coordination, Maintenance of Traffic, dewatering, material deliveries, underground drainage structure installations, and watermain installations, as well as roadway construction activities. Anticipated Construction Phase Schedule:

- Substantial Completion by April 22, 2023
- Final completion by May 22, 2023

4) **MalaCompra Road Resurfacing, .73 miles from State Road A1A to the Atlantic Coast Beach.** Design complete, and in the process of closing the design phase. FDOT to provide a construction funding agreement for Fiscal Year 22|23. BOCC scheduled to review, and consent approval is tentative for February meeting.

Long-term goals:

- Construction project bid advertisement and award for FDOT Fiscal Year 22|23 construction.

