

FLAGLER BOCC

MONTHLY UPDATE



DEPARTMENTAL STATISTICS AND STATUS REPORT • FEBRUARY 2022

LIBRARY GLIMPSE:

Flagler County Public Library saw a 10% increase in items circulated in January, and similar increases in foot traffic.

Library Services

1,934 - Research Questions
19,573 - Database & Website Usage
3,785 - Internet & Wifi Connections
41,180 - Items Circulated (incl. e-materials)
14,169 - Foot Traffic
348 - New Borrowers Registered
201 - Passports
281 - Photos
40 - In-Person Events
520 - Passive Programs
623 - Attendance
17 - Facebook Posts
4,701 - Facebook Post Views
\$12,381.05 - Revenue Generated

Southern Library Update

Revised Master Plan. Held Zoom conference with Rhodes and Brito to discuss change of scope and cost for additional services. BoCC approved hiring a Construction Manager at Risk.

Long-term targets:

1. Move forward with design & construction.
2. Construction of larger facility located in the Government Services Complex.

*Legislative Priorities

- 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.
- Attended Legislative Day in January 2022 in Tallahassee.
- Completed Attestation forms for all local Bills.
- Monitor Legislative Session.



Residents are invited to rate their interactions and experiences within 30 public-facing divisions and departments through Friday, March 4.



WE ARE INVITING THE PUBLIC TO BECOME PART OF THE PROCESS

Commissioners, the wheels are in motion for *several* new initiatives that will help us to better serve the citizens of Flagler County. Staff is fully embracing efforts to enhance employee engagement, to improve customer service, and momentum is building for the county's strategic planning project, as department heads have met with our consultant Herb Marlowe of Analytica allowing us to move from proposal to plan-of-action.

One of our first actions has been to invite the public into the process. We are asking the community to complete a short survey to rate interactions and experiences with the county's 30 public-facing divisions and departments. The survey is available, now through March 4, via the QR code provided at the top of this page. This same code is also included on posters and digital displays throughout the Government campus, county parks, and the libraries. For those who prefer to use a desktop or smart phone, the survey can be accessed from our landing page at www.FlaglerCounty.gov.

We want our residents to share ideas and concerns about what Flagler County might become with our consultant Mr. Marlowe. We have scheduled two public engagement meetings to invite input from citizens about what they feel should be preserved and protected, as well as what things they feel the county should avoid.

Public Engagement Meetings:

- Government Services Building in the Commission Chambers
Tuesday, March 1 at 1:30 p.m.
- Palm Coast Community Center in the Waterfront Room
Thursday, March 3 at 6 p.m.

This community viewpoint will provide the critical foundation required, as we work to create a name for Flagler County based on a superlative level of customer service. Analytica will apply quantitative and qualitative analysis techniques to the input received, and translate that data into actionable, resident-supported strategies.

The way we communicate with the public – whether through email, phone, or in person – effects how they feel about us as an organization. Everything we do is for our residents, and ultimately, to make Flagler County a better place to live. Our goal is ambitious: to create a new Strategic Plan to be used during the *current* budget process. It will provide guidance for: staff, use of funds, long and short-term projects, and how services align with resident expectations.

- 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

- 332 Resident Inquiries and Assistance
- 10 Soil Tests
- 0 Water Tests
- 7 Pesticide Exams administered
- 152 Extension Volunteer hours assisting Agents in providing research based education

Upcoming

- Screenings and interviews begin for Horticulture Agent, Ag Agent, and part-time 4-H Program Assistant

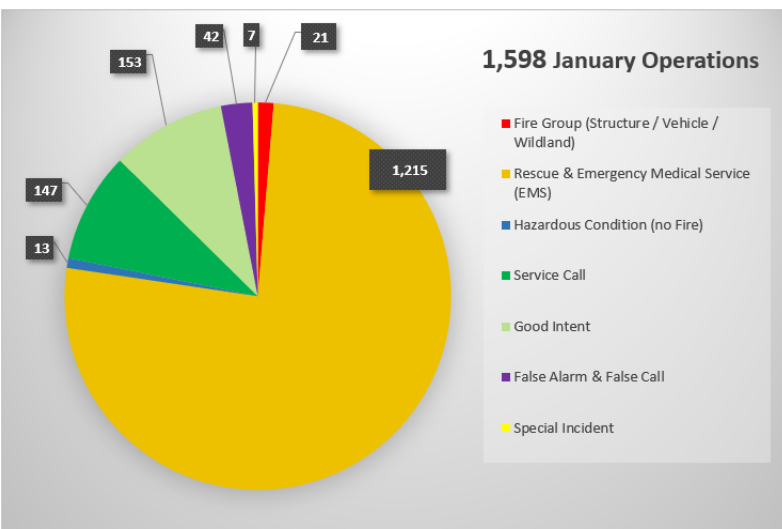
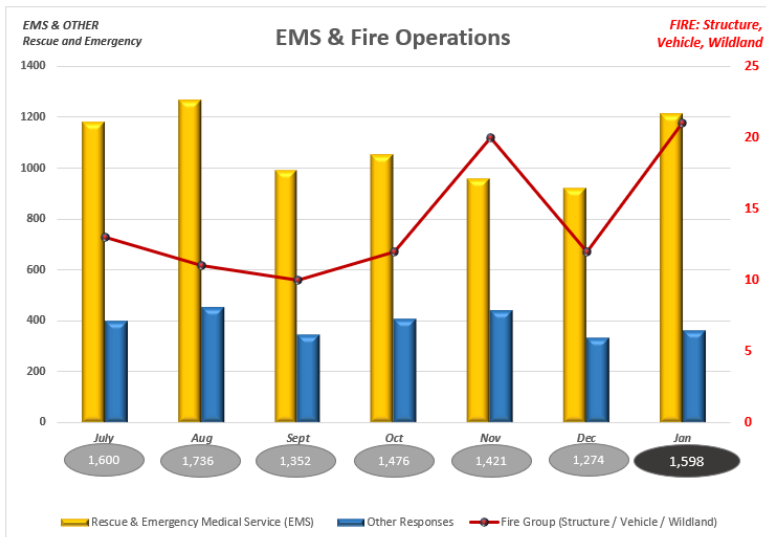
LAND MANAGEMENT PROJECTS:

Land Management Staff participated as instructors in the Southern Area Engine Academy held in Volusia County and hosted by Volusia County FCFR FireWalkers. The event is a week long training that culminates in live fire exercises.

Long-term goals:

- Continue to maintain drainage for north & west Flagler.
- 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.
- Land Management Department is considering creating a real-estate inventory to assist all departments and the public in knowing what lands are held, their intended purpose, and availability for surplus - if any.

FLAGLER COUNTY FIRE RESCUE ACTIVITY



EMS and Fire Operations

- 21 - Fire Group (Structure / Vehicle / Wildland)
- 0 - Rupture / Explosion
- 1,215 - Rescue & Emergency Medical Service (EMS)
- 13 - Hazardous Conditions (no fire)
- 147 - Service Calls
- 153 - Good Intent (ex: smoke seen, odor detected by public)
- 42 - False Alarm / False Call
- 7 - Special Incident

1,598 - Total

Fire Prevention

- 5- Short-Term Vacation Rental Inspection
- 11 - Construction Plan Reviews
- 2 - Public Education

Training

Fire Prevention Practices (2 students)

Continuing Education

- Provided instructor for Community Emergency Response Team (CERT) training - 18 hours
- 18 - Citizen CPR class students
- 214 - EMS "in-service" training hours
- 562 - Firefighter "in-service" training hours
- 82 - Drive Operator training hours
- 36 - New Hire orientation hours

Community Paramedicine

- 24 - Patient Contacts
- 25 - COVID shots to homebound
- 500 - COVID tests at the EOC

FireFlight Operations

- 1 - Air Ambulance
- 15 - Fire Suppression / Recon
- 3 - Night vision training
- 6 - Law Enforcement Support



EMERGENCY MANAGEMENT SNAPSHOT

January Numbers:

- Training/Exercises Conducted: 10
- Training/Exercise Attendees: 149
- Outreach Events Held: 13
- Event Attendees: 3,812
- Radio/TV Interviews: 1
- Radio/TV Audience Reach: 3,500
- **ALERT** Flagler Notifications Sent: 27
- **ALERT** Flagler Enrollees: 72,357
- Social Media Followers: 20,689

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)

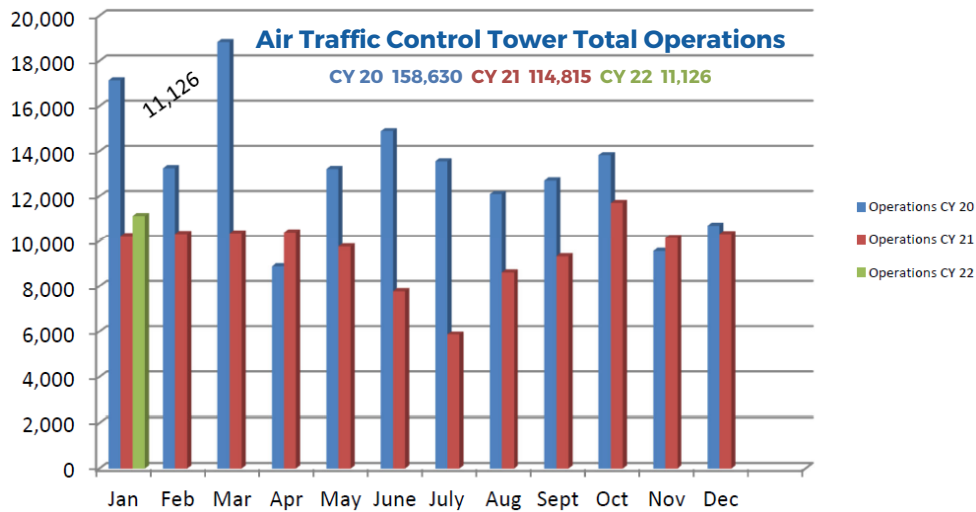
- Emergency Management Agency went through COOP process
- Tweak COOP process with lessons learned from EM test run
- GOAL = develop a recurring COOP Training Program for departments that is taught by EM staff, and offer COOP support to Municipalities and Constitutional Officers

East Flagler Mosquito Control District

- Purchase order issued for 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

- Obtained non-governmental sources and quotes for testing resources
- GOAL = Exit the COVID-19 support business



FLAGLER EXECUTIVE AIRPORT PROJECT UPDATES

1) **T-Hangars Construction.** Purchasing division, Airport Director, and consultant Hoyle Tanner have reviewed the bids that were received for the T-Hangar construction project. Purchasing will issue a Notice to Award once FDOT funding is received. Requested is \$5,889,723 from FDOT that is 90% of the construction costs for this project. A Public Transportation Grant Agreement is anticipated by the end of February or early March.

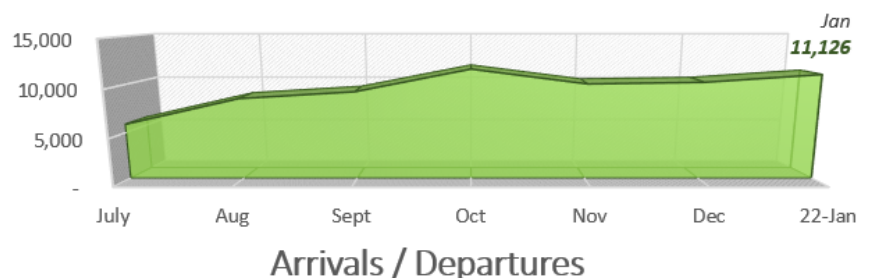
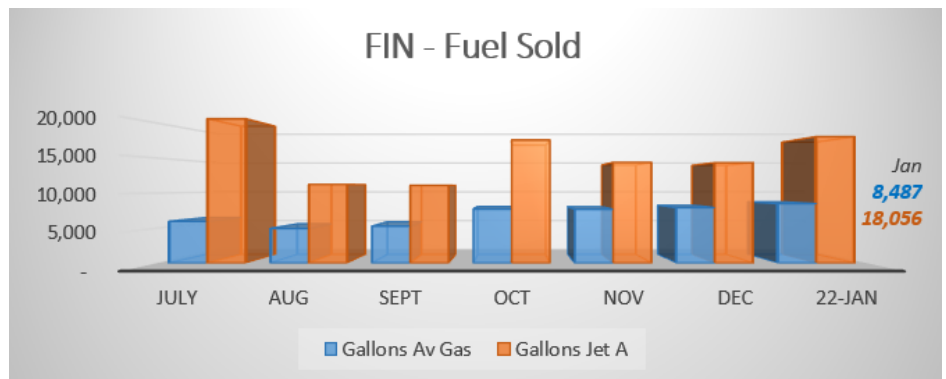
Project Cost: \$6,544,136 (FDOT \$5,889,723 and Airport \$654,413)

2) **Replace Air Traffic Control Tower (ATCT) Equipment.** Signed contract received from CNC NAVTECH and awaiting signature from BoCC Chair. Once signed, a Notice to Proceed will be issued to purchase and install, upgrade the NAVCOM equipment in the Air Traffic Control Tower. Pre-construction meeting has been held, with 120 lead time expected.

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

3) **Design and Rehabilitation of Taxiway A.** GAI Consultants, Inc. has completed 60% of the design is completed for grading design, drainage design, electrical design, geometry and alignments. Construction Cost Estimate, Design Report, and Project General and Technical Specifications are being finalized and prepared for the 100% Design submission.

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



FINANCIAL SERVICES GRANTS TRACKING

Current Active Grants

- Total = 67
- Award Amount = \$95,868,626.08
- Reimbursed = \$39,199,040.33

Finalized | Closed:

- Emergency Home Energy Assistance Program (EHEAP -CARES)
- Airport Coronavirus Relief Grant Program
- Homeland Security Grant Program
- Sanitary Sewer Lift Station Rehab
- Hurricane Loss Mitigation Program
- Public Transportation Grant(COVID)
- HRSA Provider Relief Fund



PURCHASING DIVISION UPDATES:

- Purchase Orders Issued - 83
- P-Card Transactions - 628

Division Notables:

- New Request for Proposal for E-Rate Internet Services
- Working on Tyler Munis Implementation
- Working on Accounts Payable
- Working on Sheriff's Operations Center Payment Processing and Owner Direct Purchasing

GENERAL SERVICES NUMBERS:

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

Transportation

- Trips - 6,156
- Miles - 148,643
- Applicants - 48 new applicants
- Active Customers - 2,160
- Trip Denials - 92

Garbage Collection Services

- 7,381 total customers
- 34 New customers
- Complaints - 7 complaints, 100% resolved
- 62 service requests, 100% resolved

Road and Bridge

- 1222.5 acres mowed
- 858 miles roadway improved - dragged and graded
- 27,185 feet Ditches cleaned using wheeled excavator
- 694.3 cubic yards of material added to shell roads
- New installations: 1 cross-pipes

Parks

- 4 Special Events including the Red Pointer Trail Race, a Cornhole Tournament, a Horseshoe Tournament, and the Florida Pyrotechnics Guild Meeting and Display
- 30 Reservations - Princess Place Cottages
- 71 Reservations - Princess Place Primitive Camping
- 24 Reservations - Princess Place Group Camping
- 20 Reservations - PPP Horse Camping
- 69 Reservations - Bull Creek RV Camping

Fleet

- Completed 220 work orders this month out of 228 requests (96.5% completion rate)
- Serviced 965 pieces of equipment (316 FCSO)
- Completed 196 maintenance field services
- Dispensed 33,927 gallons unleaded gas
- Dispensed 8,049 gallons of diesel
- 2 New 7' x 16' Trailers
- 3 New 48" Scag zero-turn mowers

Facilities

- 192 Work order requests
- 146 Completed (76% completion rate)
- 31 Remaining to be assigned
- 3 Paused
- 1 In progress
- 4 Cancelled

IT NOTABLES

- 973 tickets opened
- 936 tickets closed
- 287 tickets presently open

PROJECT MILESTONES:

GIS

- Collaborating with Emergency Management and Property Appraiser to move Damage Assessment totally in-house. New app to be completed before hurricane season.
- ID septic tank locations and for Land Management habitat study.

Core IT

- Office 365 - Began migrating email boxes for more than 900 users.
- AT&T tower lease agreement is complete, and working on a second lease with Volusia County.

Project Management

- Energov post reimplementation - working on getting physical card readers. Scheduling meetings with replacement vendors.
- 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 2022-23 Budget Process

- Meet with the County Administrator to discuss the expectations of the Fiscal Year 2022-23 Budget
- Created Budget Kickoff Packets for all departments
- Held the Budget Kickoff Meeting
- Held the Budget Guidelines Meeting with the Board of County Commissioners
- Long-term: Budget discussions with department heads; and Budget Hearings
- **Budgets, Decision Units, and Performance Measures will be due March 21**

Capital Improvement Projects

- Kickoff Meeting held - work is ongoing

Tyler Munis Implementation

- Finished "Project Strings"
- Super-user and End-user Trainings
- Assist with Go-live Training

GROWTH MANAGEMENT UPDATES

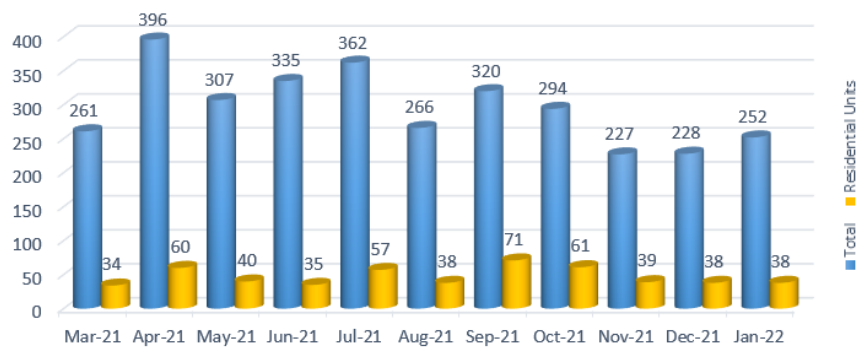
1. The Building Association of Florida cross training program is progressing, online classes are complete, field study is progressing.
2. Building inspectors are continuing the curriculum for the Fire Inspector certification program including attendance at Flagler County sponsored classes.
3. One building inspector scheduled for DPBR Board review in February.
4. Record Clerk started work.
5. Continuing update of online forms and permitting requirements.
6. Online applications setup is ongoing.
7. Software update selection is progressing.
8. Comprehensive Plan update underway with the Northeast Florida Regional Council, mapping by Flagler County GIS has been initiated.
9. Tyler Munis training scheduled for Growth Management.
10. Record Clerk has commenced restructuring of permit record retention to be in compliance with Florida Statutes.

GROWTH MANAGEMENT NUMBERS

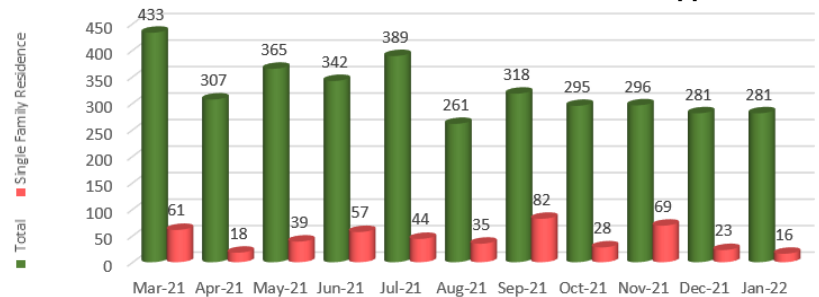
New Planning and Zoning Applications

	Total	Zoning/Site Plan/Plat	BTR	Buildable Lot	Short Term Rental	Zoning Confirmation	Variance/Spec Ex Conditional Use
Jan 22	15	4	1		7	1	2
Dec 21	12	6			5		1
Nov 21	10	5			2		3
Oct 21	13	5	2	1	3	2	

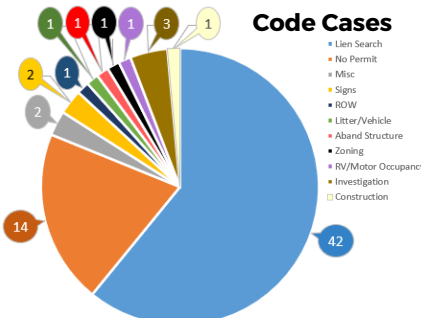
Permits Issued



Applications



Code Cases



Building Inspections

	# of Inspections
Jan 2022	1622
Dec 2021	1731
Nov 2021	1741
Oct 2021	1814
Sept 2021	1628
August 2021	1452
July 2021	1363

Palm Coast AND THE FLAGLER BEACHES

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

Tourist Development Tax Revenues

- December 2021 \$238,904.87
- December 2020 \$170,473.85
- Change +40.14%

Hotel and Resort Snapshot

- | | Occupancy | Average Daily Rate |
|---------------|-----------|--------------------|
| December 2021 | 54.5% | \$142.65 |
| December 2020 | 42.4% | \$125.16 |
| Change | +28.4% | +14% |

Vacation Rental Snapshot - Airbnb and VRBO only

- | | Listings | Occupancy | Average Daily Rate |
|--------|----------|-----------|--------------------|
| 12/21 | 794 | 50% | \$332 |
| 12/20 | 669 | 47% | \$278 |
| Change | +19% | +6.7% | +19.4% |

Total Sales on All Accommodations

- December 2021 \$4,735,753.09
- December 2020 \$3,528,939.15
- Change +34.2%

Monthly Activities and Notables

- Held Quarterly TDC Board Meeting
- Began initial due diligence for possible future Visitor Experience Center location
- Local Arts Agency milestones- finalized community event details, development of brochure and membership form, worked with legal on resolution
- Launched new advertising creative campaign: "Outside the Box" (see next page for larger rendition, **teaser below**)
- Attended Chamber Economic Outlook Summit with Dr Parrish as guest speaker
- Met with possible developer for a light industrial park

HUMAN RESOURCES NUMBERS:

Fiscal Year To Date Turnover Rate = 7.41%
Year To Date Turnover Rate = 1.92%

Vacancies by department (47)

- Administration 1
- Land Management 1
- Airport 0
- County Attorney 2
- Emergency Management 0
- Engineering 1
- Extension 3
- Financial Services 1
- Fire Rescue 11
- General Services 19
- Growth Management 0
- Health & Human Services 4
- Human Resources 1
- Innovative Technology 1
- Library 2
- Tourism 0

Workers Compensation Claims (FYTD/JAN/39)

- Loss Time Claims 4
- Medical only 37
- COVID Claims 35 (included in "Medical only")

Resignations

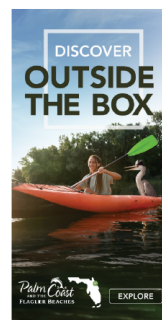
- October 6
- November 4
- December 6
- January 7
- FYTD 23

Dismissed/Layoff

- October 1
- November 0
- December 1
- January 1
- FYTD 3

Other

- 423 Authorized Positions
- 376 Total Employees (2 overlapping for training)
- 15 New Hires
- 1 Orientation Seminar
- 13 Job Postings
- 37 FYTD Job Postings
- 111 Applications Processed
- 516 FYTD Applications Processed
- 1 Deceased



COMMUNICATIONS:

News Releases

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

Flagler Voice Guests

- Melanie Thomas
- Roy Sieger
- Michael Tucker and Percy Sayles
- Michael Orlando | Prescribed Fire

Public Records Requests

- 21 incoming public records requests
- 100% fulfilled

Events

- Ribbon-Cutting Flagler Access Center
- Search and Rescue Training

Flagler County Government Facebook

- Posts for December 71
- Followers 6,827
- Page reach 63,949

Nextdoor

- Posts for December 18
- Neighbors | Followers 35,656
- Views 103,476

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. 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. First initial public meetings are scheduled to occur the last week of February and the first week of March.

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. Field data gathering services (i.e. geotech and survey) are ongoing. Preliminary design concepts to be developed with County Engineering.

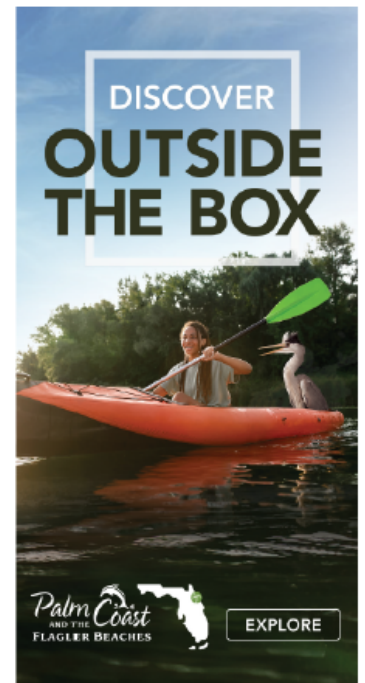
3) **Marineland Acres, 3.7 miles - 8 Local Roads.** Resurfacing and drainage improvements. Central Avenue storm trunk line installed. Over-head utility relocations completed. Continue with utilities coordination, Maintenance of Traffic, dewatering, material deliveries, underground drainage structure 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.



ECONOMIC DEVELOPMENT VIEW:

January Milestones

1. Researched and provided listing of all non-profits operating in Flagler County. There are 691 registered 501-3c organizations in the county.
2. Forwarded economic development successes to JaxUSA for regional economic development annual report.

February Projects

1. Analyzed RFQs for Projects: X; Capture; Cygnus; Patriot; Protect; and, Slick to determine appropriate sites.
2. Submitted responses to RFQs to JaxUSA for Project Germany and Project NetQM.
3. Working with one expansion project looking for new site within a two-year time frame.
4. Provided statistical, demographic and economic reports to four private equity firms and real estate investment firms interested in Flagler County.
5. In-person meeting with light industrial site developer looking at Flagler, St. Johns and Volusia County.

Long-term Goals

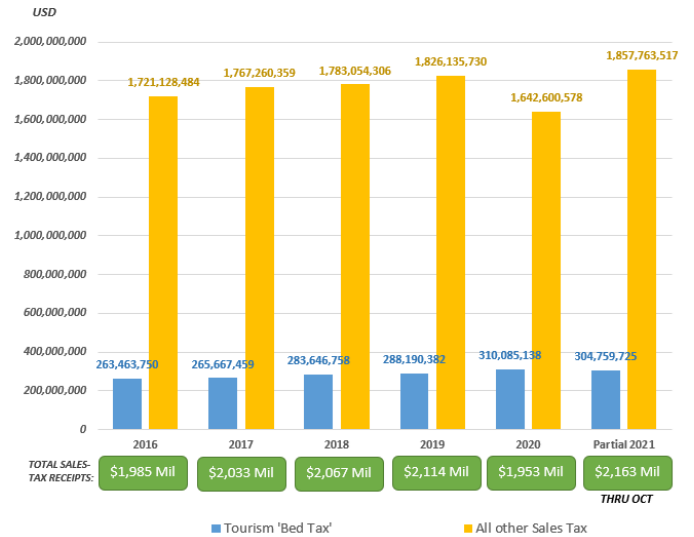
- Update Economic Development page on website.
- Work with Northeast Florida Regional Council on the Regional Comprehensive Economic Development Strategy.
- Develop economic development video.

DEO Statistics (release date February 14, 2022)

- Unemployment for December 3.8% (4.1% November)
- Single Family Home median sale price \$340K (\$350 Nov.)

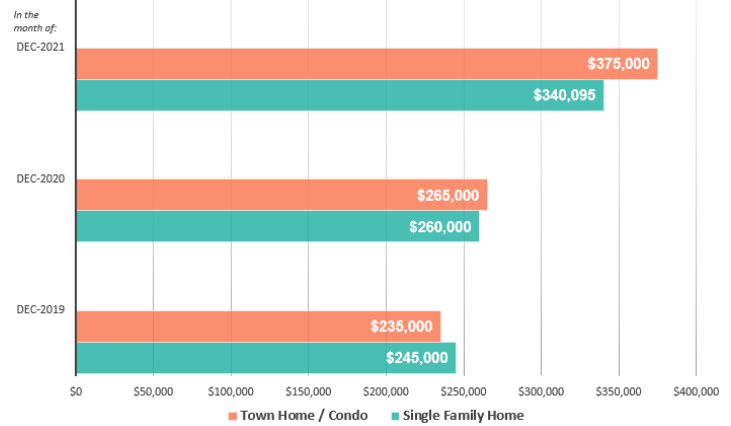
Flagler County Validated Gross Sales Tax Receipts

Data Source: Florida Department of Revenue



Residential Real Estate: Median Sale Price

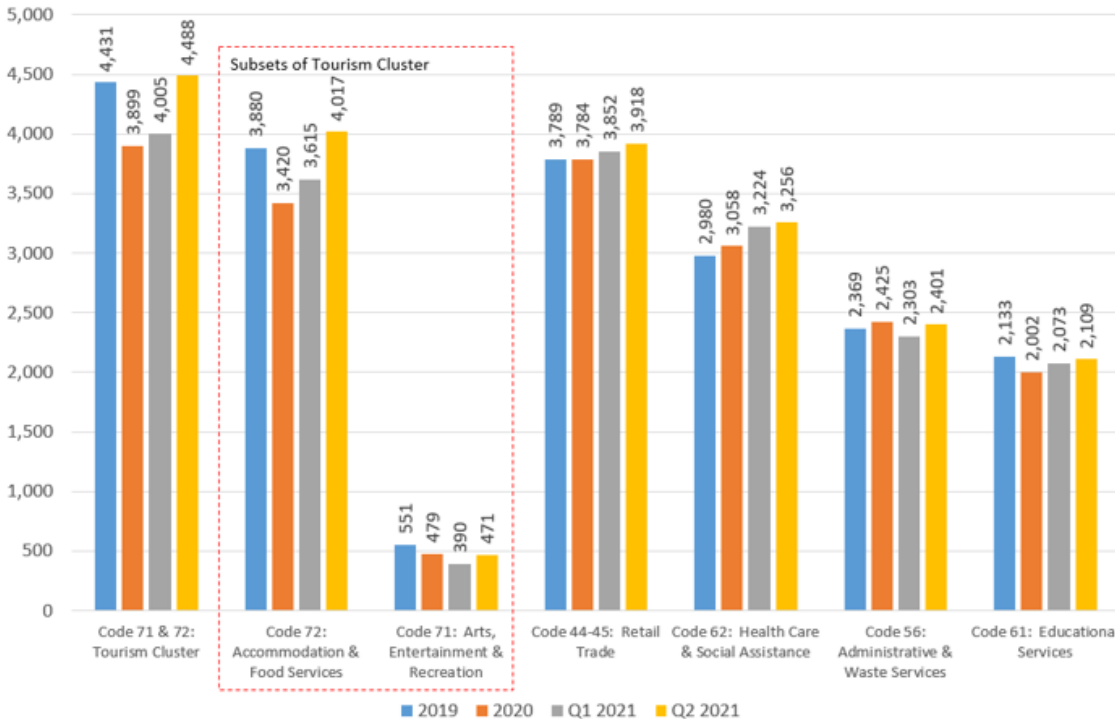
Data Source: Flagler County Association of Realtors, Inc.



TOP 5 INDUSTRY SECTORS BY EMPLOYMENT | FLAGLER COUNTY

Data Source: Florida Department of Economic Opportunity - Florida Insight: Data with Meaning

[http://www.floridajobs.org/economic-data/quarterly-census-of-employment-and-wages-\(qcew\)/employment-wages-](http://www.floridajobs.org/economic-data/quarterly-census-of-employment-and-wages-(qcew)/employment-wages-)



QUICK TAKES

- The top four (4) industry sectors have recovered in terms of the number of jobs to pre-pandemic levels.
- The sub-set of arts, entertainment & recreation is lagging – however overall the tourism sector has recovered.
- Educational Services is also lagging in the recovery.