

FLAGLER BOCC MONTHLY UPDATE



DEPARTMENTAL STATISTICS AND STATUS REPORT · JANUARY 2023

LIBRARY GLIMPSE

Library Services December

14,158	Visitors: Foot Traffic
232	New Borrowers Registered
31,630	Items Circulated
12,613	Database & Website Usage
4,015	Internet & Wifi Connections
1,679	Research Questions
43	In-person Events
983	Event Attendees
1,786	Passive Programs (Crafts, etc.)
35	Facebook Posts
20,429	Facebook Post Views
316	Photos
257	Passports
\$12,911	Revenue

New Facility - Southern Library Update

- Met with the Architect and Design Consultant in December.
- 30% Design timed for January 23, and reconciliation with CMAR and Architect complete by February 23, 2023
- Design is targeted for completion in July 2023
- Construction is targeted for completion in August 2024.

Legislative Priorities

- Legislative Delegation Meeting - with Representative Renner and Senator Hutson held December 19 at 3 p.m., prior to BoCC's regular meeting
- Upcoming
 - Rack cards will be made ready, highlighting those initiatives that are associated with active bills
 - County will submit House and Senate forms for funding priorities
 - FAC Legislative Day: March 15



CHARTING THE COURSE FOR 2023

Commissioners,

January is often a time when one's goals — their significance, feasibility, timelines, and outcomes - are brought sharply into focus.

Your County staff, dedicated to the mission of providing "high-quality services through a responsive workforce committed to

excellence, integrity, and fiscally responsible stewardship", are making it easier than ever for our residents, our management teams, and your Board to evaluate the objectives articulated for Flagler County and the progress made toward them.

Collaboration and transparency figured prominently in the process to develop the current Strategic Plan, and collaboration and transparency are practiced daily as staff aligns initiatives to meet those goals, as resources are assigned, and as we measure the progress made toward accomplishing them. As you know, we updated the Staff Report template. Now when items come before you for evaluation, reports include the strategic Focus Area, Goal, and Objective, tying the request to the published Plan, for you and the public.

As the Board worked to finalize the current operating Budget, you discussed a refresh of the process for the 2023-24 cycle. Since then, each of you have met with the Administration team to articulate your vision for the next budget document. Two Public Workshops have already been held (December 5 and 17). There are 10 additional public events on the FY2023-24 Budget Development calendar, including workshops, presentations, and public hearings.

The Employee Engagement Program was rolled out to all BoCC staff in December. It provides a framework for recognition, events and awards that have been developed to foster continuous improvement and honor the outstanding contributions of staff. Selection criteria can be linked to the county mission and core values, and the program advances the adoption of an organizational culture that values FISCAL Accountability, INNOVATIVE solutions, RESPONSIBLE growth, SUPERIOR service and TRANSPARENT government.

We have our eye on the goal. Flagler County's departments work together day in and day out to provide the very best to our residents and visitors. We are here to support the Board and one another for the benefit of the people we serve – Flagler F.I.R.S.T.

– Heidi Petito, County Administrator

At A Glance - December

- 948 Resident Inquiries and Assistance
- 3 Soil Tests
- - Water Tests
- 5 Pesticide Exams administered
- 277 Extension Volunteer hours

December Events

- Horticultural Program - Native Gardening Dec 1
- Family & Consumer Sciences - Meditation for Well-being Dec 13
- Family & Consumer Sciences - Food Canning Dec 14
- Christmas in Bunnell
 - Extension agents participated, handing out bagged trail-mix to 99 children, providing information and presenting program activities.

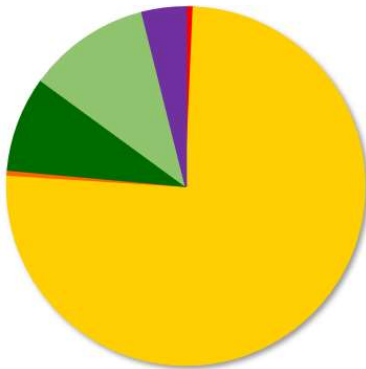
WINNER FAC CALENDAR APR 2023

"KEEP CALM AND LOVE WATER"
LAKE DISSTON, FLAGLER COUNTY - M. LAGASSE



FLAGLER COUNTY FIRE RESCUE

1,584 OPERATIONS DECEMBER



- 1,193 ● Rescue & Emergency Medical Service (EMS)
- 9 ● Fire Group (Structure, Vehicle, Wildland)
- 0 ● Special Incident
- 0 ● Rupture / Explosion
- 62 ● False Alarm / False Call
- 175 ● Good Intent (ex: smoke, odor detected by public)
- 136 ● Service Calls
- 5 ● Hazardous Conditions

Mutual Aid

All promotional training (professional development, preparing individuals for promotion) was postponed in December.

Instead, department personnel were deployed to support the State of Florida's response to areas impacted by Hurricane Ian

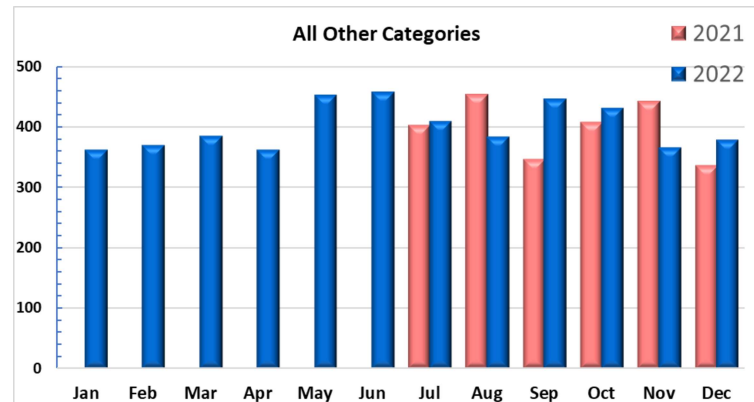
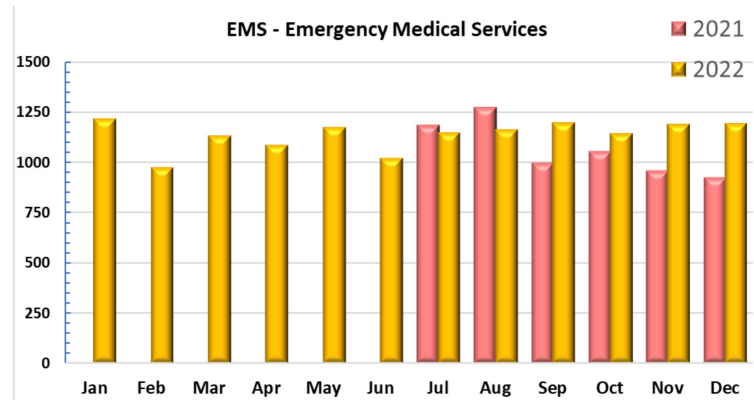
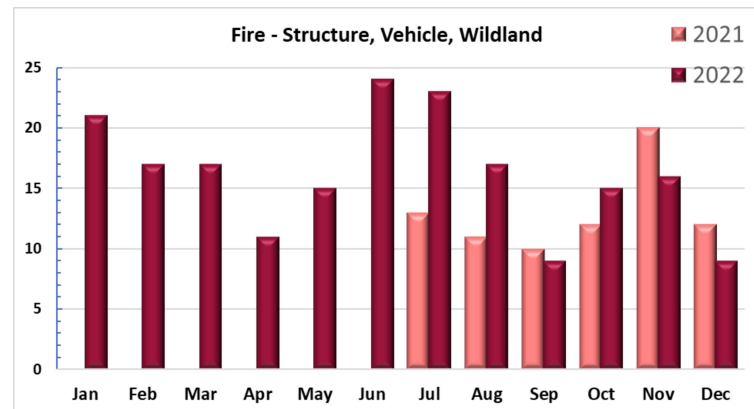
Community Paramedicine

21 Patient Contacts (food programs, insurance, meds)
14 doses Narcan "Leave Behind"

FireFlight Operations and Key Activities

3 Maintenance
Pilots completed mandatory annual "refresher" training; the two week course took place in Texas at the Airbus Training Center
New Motorola radio installation
All annual maintenance completed

MONTHLY OPERATIONS



EMERGENCY MANAGEMENT SNAPSHOT

FY TOTALS through Dec 2023

- Training/Exercises Conducted: **9**
- Training/Exercise Attendees: **88**
- Outreach Events Held: **10**
- Event Attendees: **6,395**
- Radio/TV Interviews: **1**
- Radio/TV Audience Reach: ~
- **ALERT** Flagler Notifications Sent: **56**
- **ALERT** Flagler Enrollees: **92,035**
- Social Media Followers: **26,467**

Major Events

- Continued Hurricanes Ian and Nicole Support

WebEOC Enhancements

- Finalize POD Board
- Plan out Critical Facility Board updates

Disaster Housing Plan

- Rough outline developed for the Housing Plan Sections

Continuity of Operations Planning Program (COOP)

- All COOPs drafted with only a few still waiting on final approval from the departments
- When complete will have recurring Training Program taught by EM staff, and offer COOP support to Municipalities and Constitutionals

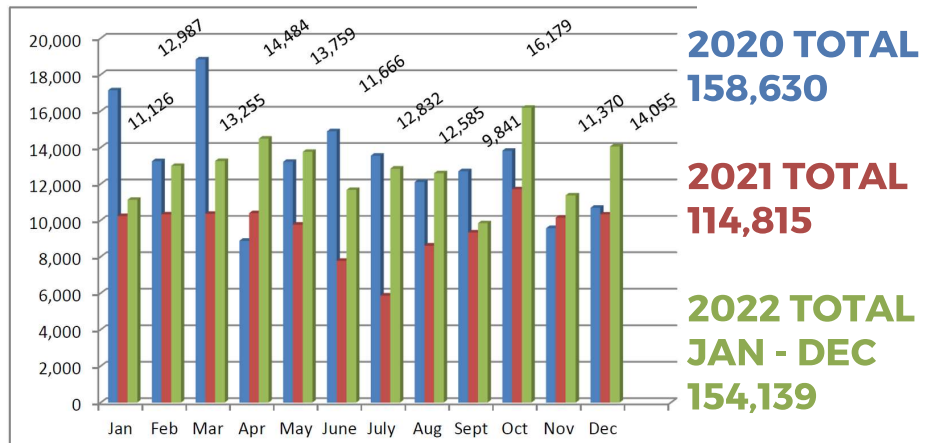
Accreditation Program - EMAP

- Self Assessment ongoing - filling gaps identified

COVID-19 Support

- Distributing Test Kits

Air Traffic Control Tower Operations - Arrivals / Departures



FLAGLER EXECUTIVE AIRPORT UPDATES

T-HANGAR CONSTRUCTION - Construction is progressing per the schedule. The contractor is installing drainage pipes and structures, and preparing building pads. The first building is scheduled to be delivered on January 27, 2023 and will be erected soon after.

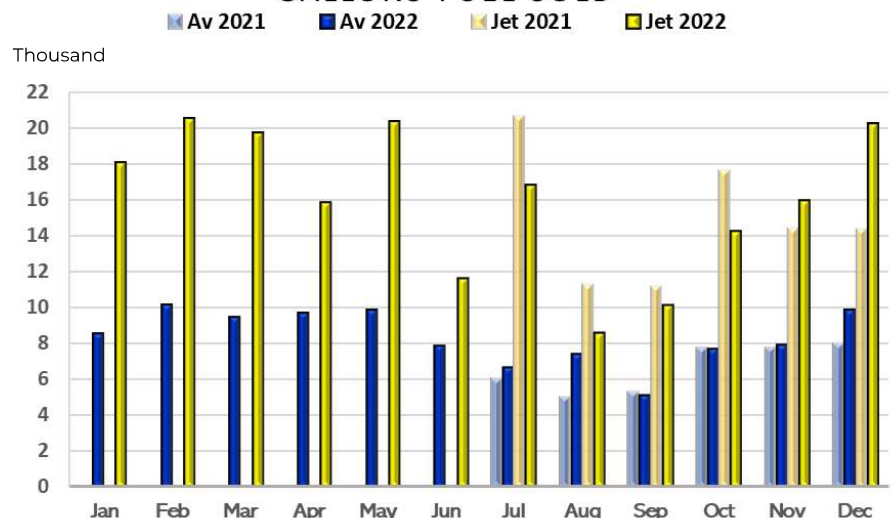
AIR TRAFFIC CONTROL TOWER EQUIPMENT - Backup weather system: The final installation slated for December has been delayed due to issues obtaining part. Installation should be completed in the next month or two once that is available.

TAXIWAY A - BoCC approved the contract for Halifax Paving for construction services, and the contract for GAI Consultants for CEI services. The contractor is currently preparing for construction and preparing submittals for the engineer. Construction is anticipated to begin February 2023.

GENERAL AVIATION TERMINAL RAMP - BoCC approved the contract for Halifax Paving for construction services, and the contract for Hoyle Tanner & Associates for CEI services. Construction is anticipated to begin February 2023.

Enterprise Car Wash Facility and Parking Lot Expansion - Enterprise Leasing Company has hired contractor to construct the car wash facility and parking lot. A preconstruction meeting is scheduled for January 9, 2023 with the County's Growth Management Department, the Airport Director and the contractor. Construction will commence soon after with a projected completion date of May 2023.

GALLONS FUEL SOLD



- OCCUPANCY RATE COMMERCIAL SPACE - 98%
- OCCUPANCY RATE HANGARS - 100%
- T-HANGAR WAITING LIST - 151

FINANCIAL SERVICES GRANTS TRACKING

Current Active Grants

- Total = 55
- Award Amount = \$105,464,428
- Reimbursed = \$52,437,627

Upcoming (\$4,411,222+/-):

- Airport | \$3.79M FDOT Gen Aviation Terminal
- Fire Rescue | \$5k FEMA
- Land Mgmt | \$611k
\$336k Hurricane Michael
\$275k FDEP Resiliency

GENERAL SERVICES

DECEMBER STATS:

Transportation

- Trips - 5,851 (-3% from previous month)
- Miles - 44,621 (-19% from previous month)
- Applicants - 28 new applicants
- Active Customers - 2,479
- Trip Denials - 182
- Average: 20 Operators per Day

Garbage Collection Services

- 7,497 total customers (4th Quarter 2022)
- 206 New customers (4th Quarter 2022)
- Complaints - 12 complaints, 100% resolved
- 75 service requests, 100% resolved

Road and Bridge

- 824 acres mowed
- 834 miles Roadway improved - dragged and graded
- 7,138 ft. Ditches cleaned with wheeled excavator
- 622 cubic yards added to roads
- 86 Bags Roadside Litter removed
- 2 new installations of driveway culverts & 1 new cross-pipe
- Sidewalk edged entire 7 miles Colbert, 1.5 miles Roberts Rd.
- Shoulder drop offs repaired on CR302, CR305, Shady Lane
- Grading crews reshaped 1.7 miles dirt roadways in Daytona North

Parks

- 3 Special Events including Daytona 100 marathon, Volunteer Svcs' Giving Store, and Rough Riders for a total of about 875 attendees
- 27 Reservations - Princess Place Cottages
- 93 Reservations - Princess Place Group, Equestrian, and Primitive Camping
- 40 Reservations - Bull Creek RV Camping
- 20 Pavilion and 74 Community Center Reservations, countywide

Fleet

- Completed 234 work orders this month out of 240 requests (97.5% completion rate)
- Serviced 969 pieces of equipment (316 FCS0)
- Completed 182 maintenance field services
- Dispensed 34,356.90 gallons unleaded gas
- Dispensed 9,203.00 gallons of diesel

Facilities

- 331 Work order requests
- 295 Completed (89% completion rate)

GENERAL SERVICES

PROJECT UPDATES:

Phase 1 Carver Expansion and Improvements

3,259 square-foot Phase 1 building expansion, four (4) new offices, men's and women's ADA restrooms, new main entrance, lobby and two (2) new multi-purpose rooms.

- Drywall finished and painted
- Ceiling grid, light fixtures, A/C vents, data cabling, securing camera wiring, receptacles and switches installed
- All interior door hung
- All acoustic tiling installed
- Porcelain and carpet tiles will be installed by sub-contractor
- Planned completion of all elements by end of January

Wadsworth Park Restroom / Dog Park Updates

Installing new hurricane rated, ADA facility at the Roberts Rd. parking area. 529 sq foot facility will provide restroom access for visitors to the Dog Park and Football Fields. All Dog Park amenities to include new fencing, shade structures.

- 2 Enwood Post & Beam shelters have been ordered as shade structures. Waiting delivery.
- Anticipated completion of structures and all other elements by end of February 2023

COMMUNICATIONS

News Releases

- Live Television interview with WESH News: Jonathan Lord, on storm damage
- 14 News Releases - distributed to 100 media contacts from Jax to Orlando. Releases also appear in the social media impressions found below.
- 23+ pick-ups by local print, radio, TV, blogsites
- Additional WNZF radio news stories

Nextdoor Communications December

16 Posts
42,284 Neighbors
53,886 Views

Flagler Voice radio Programs

- Armando Castaneda - Fire Rescue Training
- Johnny Lugjuraj - Starry Nights, Flagler Beach
- *Weekly series ended*

Social Media

FC Government December

82 Facebook posts
9,189 Facebook Followers
36,846 Total Facebook post reach
11,654 Total Facebook post engagement
916 LinkedIn Followers
83 LinkedIn Visitors
162 LinkedIn Search appearances
1,500 LinkedIn Post impressions

FC Fire Rescue December

68 Facebook posts
1,523 Facebook Followers
11,405 Total Facebook post reach
9,038 Total Facebook post engagement
477 Instagram Followers
35 Instagram posts
3 Instagram stories
731 Instagram accounts reached
213 Instagram accounts engaged

December Notables:

Created

- 113 Graphics
- 4 Flyers
- 1 Event Program
- 1 Quarterly Employee Newsletter

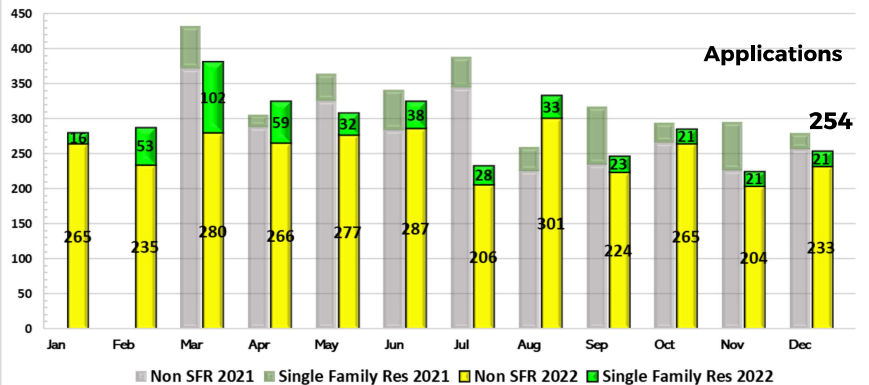
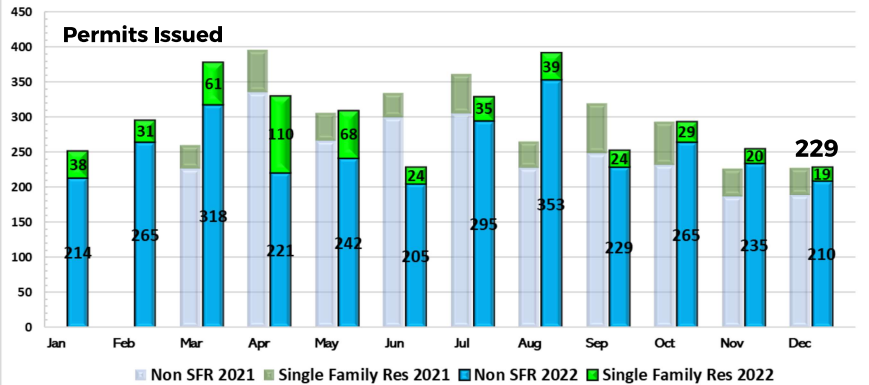
GROWTH MANAGEMENT: DECEMBER

1. The RFP for the Comprehensive Plan Update is ongoing, target date for selection is March 2023.
2. The Building Association of Florida cross-training program is progressing, field work is ongoing.
3. Building Inspectors continue the curriculum for the Fire Inspector certification.
4. Notifications prepared for local licensed contractors pursuant to House Bill 735.
5. Implemented Flagler County School Board permit review and inspection processes into our permitting software.
6. Commenced work on a Code Enforcement mobile application from Perconti Systems for the CE inspector.
7. Coordinated with contractor and County staff for completion of Certificate of Occupation for the Sheriff's Operation Center.
8. Building Inspector Porter received his residential license from Florida DBPR.

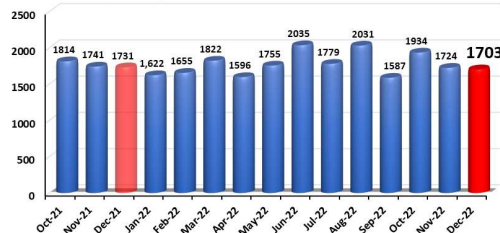
GROWTH MANAGEMENT NUMBERS

New Planning and Zoning Applications

	Total	Comp Plan Amd	Zoning/Site Plan/Plat	BTR	Buildable Lot	Short Term Rental	Zoning/FDEP Confirmation	Variance/Spec Ex Conditional Use
Dec 2022	10					7		3
Nov 2022	4		4					
Oct 2022	6		3			1	1	1
Sep 2022	5		3				2	
Aug 22	12		4			3		5
July 22	12	1	2			4	3	2
June 22	8	1	3		2	1		2
May 22	3	1	1			1		
April 22	14	1	4		2	3	1	3
Mar 22	10		2		1	2	2	3

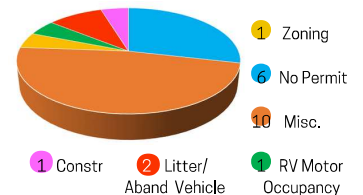


Building Inspections



Lien Searches: 41

Code Cases Opened: 21



ENGINEERING PROJECT UPDATES

DUNES PROJECT, NON-FEDERAL: SR A1A within the City of Flagler Beach (FDOT) Procurement of easements in process. Coordinating with agency partners post-storms. Plan to advertise with Federal to maximize benefits.

DUNES PROJECT, FEDERAL(ACOE) BOEM Lease Agreement brought to BoCC on Jan 9. Extend FDOT access permit to Dec '24. Evaluation post-storms, as above.

FEMA PROJECT PW215 - HURRICANE DORIAN

Northern 5 miles. Dec 5 County executed \$5M FDEP Agreement for emergency sand placement. FDEP 23FL1 will come to BoCC in Feb regarding \$3.8M for dunes, with \$457k to be used as FEMA match.

BEACH MANAGEMENT PLAN Consultant and FEMA coordinating CAT G analysis. Amendment (11) is for Funding analysis Ph 1, and services to acquire easements R1 to R65

COMMERCE PARKWAY IMPROVEMENTS

CEI RSQ advertisement. Design kick-off for roadway and utilities plans update.

COUNTY ROAD 90 STABILIZATION

Project to be re-advertized for construction. Supplemental Agreement for additional funding anticipated March 2023; will come to BoCC for approval.

MALACOMPRA ROAD RESURFACING

Completion of asphalt repaving operations. Construction Final walk-through tentatively scheduled late January.

MARINELAND ACRES (8 Roads) Storm drainage work: E. Moody, W. Ocean, Atlantic Dr. Integrating Seascape Dr. improvements; will bring to BoCC in Feb.

APACHE DR, OSCEOLA AVE, 1ST AVENUE Notice to proceed to Contractor in Dec. Clearing at stormwater pond begun. Preparing for utility relocation. Storm pond is planned for some western lots, county-owned. Access road and outfall pipe proposed for Second Ave RoW.

WATER OAK Installation of pipe & structures, excavating swales. Roadway construction ongoing. Stabilized subgrade & base material placement on 2nd and 3rd detour sections. Begin paving Mahogany to Bridge.

STORM WATER MASTER PLAN Continuing local stakeholder coordination and data gathering. Developing stormwater inventory. Awaiting completion of FDEP review of MS4 NOI application submittal.

DAYTONA NORTH PHASE I 30% Plans Submittal

DAYTONA NORTH PHASE II Determination of Permit-exemption complete for SJRWMD. FDEP 404, in review.

EMERGENCY SAND (IAN & NICOLE) FDEP \$5MIL

Sand placed along the coastline to reconstruct a dune with a fill density of 6 cy/ft. For areas where there are not other projects or areas not FEMA eligible for emergency sand. Negotiations with Contractor continue, to include this project as an amendment to the existing FEMA Dorian awarded construction contract.

WASHINGTON OAKS STATE PARK DUNES FDEP \$1.8MIL

Coordination with FDEP continues. FDEP funding agreement in the amount of \$1,867,699, and land-use agreement, being drafted by FDEP for County's review and execution. With upcoming (adjacent) Dorian project.

HEALTH AND HUMAN SERVICES

DECEMBER DATA POINTS:

Adult Day Care

- 20 Enrolled
- 139 meals served
- 756 hours billed to funding sources

Senior Services

- 313 Congregate Meals served
- 2,215 Meals on Wheels
- 24 Meals on Wheels volunteers

Human Services

- 81 New Client Intakes - 57 Eligible
- 10 Rental Assistance
- 28 Utility Assistance
- 4 HCRA applications - 3 Approved
- 49 Medical Appointments scheduled
- 10 families referred to Flagler County Fire & Rescue received gifts and a full Christmas meal, delivered to their homes by Mr. & Mrs. Claus on a fire truck

Housing Services

- Develop RFP for housing/financial counseling services
- Presented AHAC's recommendations to BoCC and updated Local Housing Assistance Plan for development incentives for affordable housing
- Phase 3 Rehab begun - 1 home project
- Phase 4 Rehab completed - 2 projects (including partnership with Palm Coast's Planning Department and CDBG program)
- Phase 5 Rehab completed - 1 project
- 175 SHIP Loans - monitoring
- 2 SHIP Home Purchase Payoffs received ~\$59k
- Habitat for Humanity Application and Award for 1 home buyer
- 2 Applications for roof replacement
- Expended all of 20/21 funds, \$214,431 with deadline of June 30, 2023.
- Encumbered \$485,887 of 21/22 funds, with ~ \$432k remaining. Encumbrance deadline of June 30, 2023.

Veterans Services

- 303 Customers served, 74% walk-ins
- Represented Flagler County at
 - Veterans Advisory Council
 - American Legion Meetings,
 - VFW Meeting
 - Marine Corps League
- Weekly Radio Show: Veterans on Point

IT PROJECT UPDATES:

December by the numbers:

Total tickets opened: 606

Total tickets closed: 409

Total GIS Work Orders completed: 32

Projects :

- Completed move of Sheriff's Office personnel into the new Operations Center
- Received best and final quote from Black Creek for the jail camera and access control overhaul

Honorable Mentions:

- Created time-lapse video for the Sheriff's Ops Center grand opening and facilitated the Audio/Visual media support for the event
- Created the 20-year work anniversary video presentation shown at the BoCC regular meeting
- Replaced and tested all CAD PCs at the primary Dispatch site
- Participated in the National Association of Counties Cybersecurity Attack Simulation

RECOGNITIONS - NOV, DEC, JAN

- Retirement of Dana Morris, Flight Operations Chief
- Appreciation of Florida Department of Transportation District 5 Secretary John Tyler
- Recognition of Commission Mullins for his Service to Flagler County
- Julie Murphy is one of 17 internationally awarded the PIO designation by the Commission on Professional Credentialing
- Public Lands and Natural Resource Manager Michael Lagasse's photo submission chosen for FAC Calendar
- Flagler County Employee Recognitions for Years of Service

PROCLAMATIONS - NOV, DEC, JAN

- Diabetes Awareness Month – November 2022
- No-Shave November 2022
- Farm City Week – November 16-23, 2022
- Human Trafficking Awareness Month – January 2023
- Stalking Awareness Month – January 2023
- Four Chaplains Day – February 3, 2023

HUMAN RESOURCES

KEY DATA THROUGH DECEMBER 31:

Fiscal Year To Date Turnover Rate = 2.11%

Year To Date Turnover Rate = 20.39%

426 Authorized Positions

376 Total Employees

New Hires December: 5 FYTD: 22

Resignations December: 5 FYTD: 22

Dismiss / Layoff December: 1 FYTD: 2

Vacancies: 50 | 11.7%

The departments experiencing the highest vacancies:

- General Services (17)
- Fire Rescue (10)
- Health & Human Services (8)

Job Postings

- **10 December**
- 22 FYTD

Employment Applications Processed

- **66 December**
- 209 FYTD

Workers Compensation Claims FYTD: 7

- 2 Loss Time Claims, FYTD
- 5 Medical Claims Only, FYTD

FINANCIAL SERVICES

FY 2022-23 Budget Process

- FY 2022-23 Adopted Budget Book created and posted to Website
- Applied for FGFOA Distinguished Budget Award

FY 2023-24 Budget Process

- Creating new content and designing improvements for the FY 2023-24 Budget Book
- 1-on-1 meetings with commissioners
- Budget workshops held Dec 5 and Jan 17

Purchasing

- Issued 102 purchase orders in December
- P-Card Transactions: 210
- Invoices: 1,206

Active Solicitations:

- CR 90 Stabilization – Rebid
- Inmate Facility Camera – Access System (BoCC 2/20)
- Residential Solid Waste Services (BoCC 2/20)
- Fire Escape Replacement - awaiting award notification
- Health Care Services – bid opened, under review
- Comprehensive Plan – posted
- CEI Service – Commercial Parkway – posted

Bids In Process: Portable johns; Blue area tree sale