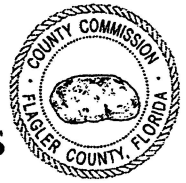


Flagler County

Board of County Commissioners



769 East Moody Boulevard, Building 2 • Bunnell, Florida 32110 • (386) 313-4000 • fax: (386) 313-4101 • www.FlaglerCounty.org

TO: Board of County Commissioners
FROM: Craig M. Coffey, County Administrator *CMC*
DATE: December 16, 2009
RE: COUNTY ADMINISTRATOR ANNUAL EVALUATION

December 2009, marks my two-year anniversary with the County. As part of the annual evaluation for the County Administrator, I wanted to take a moment to make you aware of various items we have accomplished together over the last year. I have listed the items as County accomplishments because they are all part of a larger team effort and items that many individuals played a role in completing.

Major County Accomplishments 2009:

- ❖ Again this year, balancing of the budget during another difficult year.
- ❖ Again this year, managed layoff, severance, and restructuring of County personnel in a professional and fair manner.
- ❖ Developed a policy related to the special election for the vacant State Senate seat.
- ❖ Creation of a new ESL Manual.
- ❖ Completed the following difficult capital projects: the Scenic Byways project, Roberts Road economic project, Princess Place Lodge, Old Dixie Park, the County Jail addition, and we are currently completing the Shell Bluff Project.
- ❖ Completed many large capital projects on budget and on time: two bridges on CR 305, FFA Facility relocation, paving of portion of Canal Avenue, Airport Air Traffic Control Tower, and Lehigh Trail Project.
- ❖ Completion of an online County Annual Report (not done for many years).
- ❖ Finished Legislative Audit for the Government Service Complex Capital Projects.
- ❖ Purchase of three additional properties for County sensitive lands programs.
- ❖ Merged the Long Range Planning Board with the Planning and Zoning Board.
- ❖ Implemented a customer and staff comment system.
- ❖ Completed the County Strategic Plan.
- ❖ Formed and followed through with Ad Hoc Budget and Ad Hoc Charter Committees.
- ❖ Restored road and drainage infrastructure after severe tropical storms in May.
- ❖ Began addressing storm water problems in Marineland Acres and other older Hammock communities as well as some western areas of the County.
- ❖ Successfully partnered with the School Board on the transfer of the Clegg House.

ATTACHMENT 2

Alan Peterson
District 1

Milissa Holland
District 2

Barbara Revels
District 3

Bob Abbott
District 4

George Hanns
District 5

- ❖ Entered into an interlocal agreement with the School Board to handle all school construction inspections.
- ❖ Integrated the City of Palm Coast into the overall 800 MHz radio system.
- ❖ Ratified a 3-year Firefighters contract, and a 3-year contract with the Public Employees Association (PEA).
- ❖ Completed an interlocal agreement for the A1A tennis courts, the construction of the tennis courts and later added a water fountain, as requested.
- ❖ Interlocal agreement for Graham Swamp with the City of Palm Coast.
- ❖ Completion of a five-year Capital Improvement Program.
- ❖ Successfully bid out landscaping services, saving the County over \$100,000 per year and was successful in re-employment of all of displaced County staff at higher wages with local firms within two months.
- ❖ Jointly bid out fuel with other municipalities, saving over \$100,000 per year.
- ❖ On short notice, successfully pulled together Feed Flagler for Thanksgiving and followed it with a very positive employee food drive for the local food bank.
- ❖ Worked through a difficult economic project (National Direct Response).
- ❖ Adoption of a new Local Vendor Preference policy and held a local vendor seminar.
- ❖ Rewrite of Tourist Development Council grant policy and procedures.
- ❖ Adoption of guidelines and procedures for Crime Prevention Fund grants.
- ❖ Completion/approval of Comprehensive Plan seven-year EAR Report with DCA.
- ❖ Beverly Beach Wastewater Treatment Plant project redeveloped.
- ❖ Initiation of Week in Review report to the Commission.
- ❖ Initiation of the Coffee with Coffey breakfasts with staff, to improve morale and provide support.
- ❖ Finalized an agreement with the Army National Guard for the relocation of the armory to Flagler County.
- ❖ Worked with Enterprise Flagler sub-committee on economic development potential private spec building project "Prospect Park".
- ❖ Interlocal Agreement between the City of Palm Coast and Flagler County to integrate the City and County's SHIP program and other housing grants.
- ❖ Renegotiated County insurance policies (Auto, GL, and Property), partially self-insuring and saving over \$200,000 this fiscal year.
- ❖ Proposed a Health Clinic plan to stabilize County self-funded medical costs.
- ❖ Received a variety of stimulus grants worth millions of dollars in funding for County projects.
- ❖ Reconstructed Bull Creek Campground and added improvements to Civic Arena.
- ❖ Installed water softener at Government Services Complex Chiller Plant, saving water and about \$40,000 per year.
- ❖ Added 170 new touch meters and 15 new hydrants to Beverly Beach Utility System.

Major Ongoing/Upcoming (2010) County Projects:

- ❖ Completion of Comprehensive Plan.
- ❖ Continuation of Bunnell Courthouse restoration project.
- ❖ Implementation of Commission Strategic Plan goals.
- ❖ Completion of Hunter's Ridge DRI Substantial Deviation.
- ❖ Development of County eco-tourism strategic plan.
- ❖ County parks souvenir program.
- ❖ In collaboration with other municipalities, updating of Adult Entertainment Ordinance.
- ❖ Creation of County Health Clinic, if approved by the Commission.
- ❖ Starting construction of the Beverly Beach Project.

CMC:clm