

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS

Monthly Department Progress Report — August 2026

Administration

- Working with a third party vendor to enable online signup and payment process for the recreation teams and facilities.
- Met with Jeff Hendry of North Florida Economic Development to discuss strategic economic growth opportunities for Jefferson County.
- Participated in a TDC marketing and strategic planning meeting with Get Fish Slapped.
- Continued development and updating of the County's Local Mitigation Strategy (LMS) Plan in coordination with key stakeholders.
- Successfully onboarded a Part-Time Kennel Technician, Part-Time Veterans Affairs Officer, and IT Network Supervisor.
- Met with Department of Education representatives and Commissioner Mack to address matters of mutual county interest.
- Met with Department of Commerce, Secretary Kelly on opportunities for Jefferson County
- Implemented a new automated timekeeping system for all BOCC employees.

Building Department

- Issued 19 permits for new single-family residential homes.
- Implemented updated building permit fee schedules.
- Continued facility exterior improvements at the Building Department office.

Planning Department

- Issued development permits for 9 single-family residences, 6 mobile homes, 30 accessory structures/additions, and 7 lot splits/boundary adjustments.
- Managed major development activity, including the Southern Towers – Verizon Wireless project on St. Augustine Road.
- Coordinating with the Jefferson County Economic Development Council to host a Farmers Market on October 3, 2026, surrounding the Courthouse Circle to promote local producers and businesses.

Fire & Emergency Medical Services (EMS)

- Responded to 263 total calls during August (226 EMS calls and 37 Fire calls, including 2 structure fires and 1 fatal traffic crash).
- Collected \$38,589 in patient billing revenue.
- Conducted 1 community CPR training class.

Solid Waste Department

- Held multiple meetings and an on-site tutorial with Florida DEP Grant Managers regarding funding opportunities and application procedures.
- Completed an FDEP grant application resulting in approximately \$20,000 in anticipated state reimbursement.
- Exploring partnership grant opportunities with The Recycling Partnership to support restarting the County's recycling program.
- Implemented refined inspection forms and preventive repair tracking for department vehicles and equipment.

Library Services

- Hosted the inaugural Jefferson County Literacy Festival on August 29th with ~300 attendees and multiple local small business vendors.
- Expanded the food pantry to serve ~170 individuals per month across the community.
- Registered 25 children for the Dolly Parton Imagination Library (free monthly books for ages 0–5) and issued 29 new library cards.
- Met with the Jefferson County Literacy Alliance Grant Board regarding positive grant execution and potential future grant funding.

Road Department

- Replaced unsuitable clay material on Clinton Road with limestone road base to stabilize roadway conditions.
- Demolished and cleared the former training building in coordination with the Solid Waste Department for debris removal.
- Pressure-washed above-ground fuel storage tanks.
- Completed security fence installation and site work at Lamont School property.
- Executed concrete sidewalk repairs at the local DMV facility.

Mosquito Control

- Facility renovations remain actively underway, including a new roof, soffits, windows, pressure washing, and exterior painting.

Recreation Department

- Removed five large pine trees damaging the walking track asphalt in preparation for repaving.
- Supported the Library's Literacy Festival held at Recreation Park on August 29th.
- Coordinated with the City of Monticello to relocate a water line out of the footprint of the planned new park entrance drive.
- Working with Duke Energy to upgrade tennis court lighting on the north courts.
- Enrolled 155 youth participants in Fall sports programs to date.

Animal Control

- Established local promotional partnerships for adoption events and pet awareness with Tractor Supply (next event Oct 10, 2026), C.K. Pies (pizza box ads), Cowhaus Coffee, The Social, and Shell gas station.
- Brought adoptable dogs to the August 29th Literacy Festival at Recreation Park.

Information Technology (IT)

- Met with department heads/directors to assess technology needs and infrastructure improvement goals across county operations.
- Assessed network configurations, Microsoft Active Directory setup, firewall policies, and server infrastructure.
- Fulfilling public records requests using Microsoft Purview.
- Currently deploying replacement workstation computers for 3 county staff members.

Facilities Maintenance & Code Enforcement

- Expanding implementation of the County-wide SFIC key system for enhanced facility security, access control, and public restroom safety.
- Advancing Library facility upgrades, including preparation for main entrance door replacement.
- Actively managing code enforcement case inspections and compliance tracking; working directly with property owners on resolution plans.
- Preparing surplus vehicles and equipment for GovDeals auction; secured a 12-foot finish mower at auction to increase Extension Office groundskeeping efficiency.

UF/IFAS Extension Office

- Recruited 21 new 4-H members at the Literacy Festival; secured Library partnership funding to cover 100 youth 4-H memberships.
- Conducted 12 agricultural site visits across 1,500 acres, detecting and successfully mitigating a cotton jassid infestation below threshold.
- Launched the 'Dining with Diabetes' educational series and expanded school 4-H clubs by formalizing a partnership with Franklin Academy (36 students).
- Initiated countywide recruitment for the 'AgAdventures' hands-on agricultural educational trip at the NFREC in Quincy.