

BRANDY DRIGGERS
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2700 SALISBURY BLVD.
WINTER PARK, FL 32789

EDUCATION

Master's Degree in Public Administration, University of Central Florida / Certificate: Urban & Regional Planning
Bachelor's Degree Public Administration, University of Central Florida / Minor: Criminal Justice

QUALIFICATIONS

- Financial Manager with over 11 years of combined experience in budget management, impact fee collection, financial account management for over 400 reservation accounts for transportation and school concurrency with over \$205 million in funds, collection of proportionate share agreement fees and management of over 560 credit accounts with over \$350 million in funds, management of refunds and collection of administrative fees, calculation of new fees or adjustments to fees, procurement process management and capital improvement project (CIP) management
- Land Development Manager with over 18 years of experience in planning, zoning, housing, subdivision development, addressing, concurrency, impact fees, annexations, interlocal coordination, public notification, public records, statistical analysis, streamlining processes, geographic management systems (GIS), field inspection application development, and the integration of applications for electronic plan processing
- Proven record of success in setting operational policies & supervising team to carry out major work elements
- Expert witness for the County on land development litigation related to the collection of impact fees and compliance with County administrative regulations, ordinances, and the Florida Statutes. Resulting in settlement of a \$10 million lawsuit against the County in the County's favor

EXPERIENCE

Orange County Zoning Division

Assistant Zoning Manager (July 2019 – Present)

- Sets mission priority, operational policy, and supports supervisors in their daily activities for zoning, residential, commercial, tree removal, landscaping, addressing, alcoholic beverage, medical marijuana, BZA, and DRC reviews
- Analyzes statistical and informational reports for performance management, financial management, and budget preparation
- Management of a budget of \$4 million, including expense and revenue preparation
- Procurement management for Division projects, including vehicle acquisition, renovations, and consultants
- Capital Improvement Management for Division renovations
- Management of purchasing and travel and training for the Division, including compliance with the Administrative Regulations, interpretation of the validity and propriety of purchase requests
- P-Card and T-Card holder for purchasing and management of the Division's purchases
- Management of the collection of mitigation fees for tree removal
- Fee updates related to new processes resulting from land development code amendments and updates to reflect current costs to the County
- Expenditure and revenue analysis to support the manpower needed to execute new processes related to land development code updates
- Performance measures for the budget
- GIS Data Management for GIS layers (Addressing, Adult Entertainment, Ag Curtilage Parcel Splits, Billboards, BZA, Live Local Restriction Areas, MMTC, Nonconforming Uses, ABA, Backyard Chickens, Communication Towers, Zoning Flags, Lot Splits, Overlay Districts)
- Fast Track user sign-up and account management for the Zoning Division
- Oversees the integration of zoning processes into LDMS to meet operational and customer service needs
- Streamlines time consuming processes through report creation, workflow redesign, and process automation
- Ensures land development activities comply with County ordinances and Florida Statutes
- Researches, prepares, and presents BZA cases, Resolutions, Code and Administrative Regulation amendments
- Reviews and drafts land development agreements, legal agreements, violation notices, and zoning determinations
- Performs supervisory functions including hiring, training, coaching, developing, disciplining and evaluating employees for a team of 35 (Residential and Commercial Permitting; DRC; BZA; Addressing; and Arborists)

Orange County Fiscal and Operational Support Division – Development Services Section

Development Services Supervisor - Administrator (August 2014 - July 2019) - Promotion from Supervisor to Administrator

- Sets mission priority, operational policy, and supports supervisors in their daily activities for public records management, public notification, board support, impact fee & concurrency management, LDMS and DM coordination and support, reporting and customer service

- Responsible for supervising Concurrency Management and Impact Fee Assessment reviews & ordinance updates Oversees the integration of County processes into LDMS. Designed, developed and implemented the transition to LDMS for concurrency and impact fee management which is currently used
- Managed agreement review, adoption by the Board, payment, and withdrawals for the County's 564 credit accounts for Proportionate Share Agreements (PSA), Transportation Credit Accounts (TCA) and School Credit Accounts (SCA) with over \$350 million in funds
- Managed application review, payment and withdrawals for the County's 400 Transportation and School Reservations Accounts with over \$205 million in funds
- Supervised the concurrency review, collection of impact fees and application of credits for building permits
- Managed the Impact Fee updates for Schools, Parks, Law, Fire, Sheriff, and Transportation and managed the School Impact Fee Advisory Committee
- Reviewed vested rights applications for concurrency management and utilized GIS to evaluate what had been built and the built date
- GIS Data Management for GIS layers (Concurrency Vested Rights, Capacity Encumbrance Letters, OCPS Capacity Enhancement)
- Provides expertise in the land development process to ensure County technology systems meet operational needs
- Prepares, maintains and analyzes statistical and informational reports for PEDS performance management
- Manages County Advisory Board processes for public notification, legal ads, board support, & recording
- Directed the development of the County's land development application Atlas and the maintenance of the platform
- Performs supervisory functions including hiring, training, coaching, developing, disciplining and evaluating employees for a team of 25 (Concurrency Management; Impact Fee Assessment; Board Support; Public Notification; Public Records Management; Information & Support; and Public Records Requests)

Orange County Planning Division

Intern - Planner III (January 2006 – August 2014) – Promotions from Intern, to Planner I, to Planner II, to Planner III

- Responsible for supervising the Comprehensive Plan amendment process and oversight of the Planners I & II, administrative staff, and intern duties
- Presenter at public hearings and before advisory boards on land development, code updates, and small area studies
- Responsible for processing land development applications, and supervising quality control of Future Land Use & Zoning Maps; Comprehensive Plan; DRIs; rezonings; annexations, interlocal agreements, & ordinances
- Cut the advertising costs by more than 50% by reducing advertising from full page to required 2 columns
- Assessed financial impact of annexations to County tax base
- GIS Data Management for GIS layers and map creation (Future Land Use, Zoning, DRIs, Growth Centers, Horizon West Specific area Plan; Rural Settlements, Urban Service Area, Wekiva Study Area, Annexations, TOD, Overlay Districts)
- GIS Spatial Analysis for Special Area Projects
- Responsible for supervising and participating in research, trend, and statistical analysis & the dissemination of reports
- Responsible for public notification and advertising of public hearings
- Reports: Orange County Municipal Profiles (2007); Enclave Annexation Study (2007); Conway Community Area Study (2009); Hoffner Small Area Study (2010); Ex-Urban Study (2012); Lake Hart/ Lake Whippoorwill Rural Settlement Study (2013)

Orange County Housing and Community Development Division

Unpaid Intern (June 2005 – August 2005)

- Section 8 Housing Voucher Program - Client verification and recertification processing & Self-Sufficiency Reports
- Financial analysis of eligibility

Leadership Training

Mayor's Executive Leadership, Human Resources Professional Development Series: Path to Success; Compass; and Navigator Series

Committees

School Impact Fee Advisory Committee; Impact Fee Review Committee; Roadway Agreement Committee; Development Review Committee; Planning and Zoning Committee; Local Planning Agency, Board of Zoning Adjustment; Annexation Review Group; Big Box Task Force; Parks Master Plan Committee; Multimodal Corridor Committee; GIS Committee; Code Enforcement Board, Special Magistrate, Homeless Shelters, Orange County Public Schools Intergovernmental Coordination Committee; and Procurement Committee