

CATHERINE D. ROBINSON
MAYOR

JOHN ROGERS
VICE-MAYOR

DR. ALVIN B. JACKSON, JR
CITY MANAGER



COMMISSIONERS:

TONYA GORDON

TINA-MARIE SCHULTZ

PETE YOUNG

BUNNELL CITY COMMISSION MEETING

Monday, March 25, 2024

7:00 PM

1769 East Moody Boulevard (GSB)
Chambers Room
Bunnell, FL 32110

A. Call Meeting to Order and Pledge Allegiance to the Flag

Vice Mayor Rogers called the meeting to order at 7:00 PM and led the Pledge to the Flag.

Roll Call: Vice Mayor John Rogers; Commissioner Tina-Marie Schultz; Commissioner Pete Young; City Attorney Paul Waters; City Manager Alvin B. Jackson, Jr; Community Development Director Joe Parsons; Finance Director Kristi Moss; Infrastructure Director Dustin Vost; City Engineer Marcus DePasquale; Human Resources Manager Bradley Reed; City Clerk Kristen Bates; Deputy City Clerk Bridgitte Gunnells

Excused: Mayor Catherine Robinson; Commissioner Tonya Gordon

Invocation for Our Military Troops and National Leaders:

Police Chaplain Larry Hobbs led the invocation.

B. Introductions, Commendations, Proclamations, and Presentations

B.1. Proclamation: Water Conservation Month

Vice Mayor Roger read the proclamation into the record. Bill White from SJRWM accepted the proclamation and spoke about water conservation.

B.2. Presentation: Police Department Annual Awards

Chief Brannon introduced the item and Sergeant Groth read statements regarding the recipients and the awards. The following awards were presented:

- Certificate of Appreciation- Public Safety Officers Jay Lampiasi, Rommel Scalf and Administrative Assistant Elisa Terranova.
- Traffic Safety Award- Officer Richard Coury, Officer Alex Kilpatrick and Officer Michelle Wichman.
- Leadership Award- Sergeant Alton Ogden, Sergeant Lyle Tripp, and Sergeant Dawn Harris.
- Service Above Self- Detective Sergeant Shane Groth.
- Certificates of Appreciation for the Veterans Day Parade- Flagler County Sheriff's Department and parade committee members.
- Officer of the Year- Detective Jeff Traylor.
- Chief Brannon was recognized for his leadership by his department.

C. Consent Agenda:

C.1. Approval of Warrant

- a. March 25, 2024 Warrant
- C.2. Approval of Minutes
 - a. March 11, 2024 City Commission Meeting Minutes
- C.3. Confirmation of Joe Parsons as the Community Development Director
- C.4. Request Approval for the Authorization to the East Flagler Mosquito Control District and Contracted Vendors to Conduct Aerial Spraying over Congested Areas within the City Limits.
- C.5. Acceptance of the Bunnell Admin / PD Complex – Permanent Stormwater Easement for Lot 4 and Lot 5

Note: Item C.1. was pulled by staff.

Motion: Approve Agenda items C.2., C.3., C.4., C.5.

Motion by: Commissioner Schultz

Second by: Commissioner Young

Board Discussion: None

Public Discussion: None

Vote: Motion carried unanimously

C.1. Approval of the March 25, 2024 Warrant as amended.

Finance Director Moss explained the change in the Warrant. A payment to a vendor needed to be removed from the published warrant.

Motion: Approve the Warrant as amended

Motion by: Commissioner Schultz

Second by: Commissioner Young

Board Discussion: None

Public Discussion: None

Vote: Motion carried unanimously

- D. **Public Comments: Comments regarding items not on the agenda. Citizens are encouraged to speak; however, comments are limited to four (4) minutes.**
Chief Brannon presented Mayor Stephen Emmett, of Beverly Beach with the Veterans Day Parade Best Float Award.

E. Ordinances: (Legislative):

E.1. Ordinance 2024-06 Amending the Future Land Use Element and the Conservation Element in the City of Bunnell 2035 Comprehensive Plan. - First Reading

City Attorney Waters read the short title into the record.

Motion: Approve Ordinance 2024-06 Amending the Future Land Use Element and the Conservation Element in the City of Bunnell 2035 Comprehensive Plan. - First Reading

Motion by: Commissioner Schultz

Second by: Commissioner Young

Board Discussion: None

Public Discussion: None

Vote: Motion carried unanimously

E.2. Ordinance 2024-07 Amending the City of Bunnell Land Development Code Chapter 18 - Natural Resource Protection and Management and Chapter 34 - Zoning. - First Reading

City Attorney Waters read the short title into the record.

Motion: Approve Ordinance 2024-07 Amending the City of Bunnell Land Development Code Chapter 18 - Natural Resource Protection and Management and Chapter 34 - Zoning. - First Reading

Motion by: Commissioner Schultz
Second by: Commissioner Young
Board Discussion: None
Public Discussion: None
Vote: Motion carried unanimously

E.3. Ordinance 2024-08 Amending the City of Bunnell Code of Ordinances Chapter 30- Fees and Chapter 54 - Streets, Sidewalks and Other Public Places. - First Reading

City Attorney Waters read the short title into the record.

Motion: Approve Ordinance 2024-08 Amending the City of Bunnell Code of Ordinances Chapter 30- Fees and Chapter 54 - Streets, Sidewalks and Other Public Places. - First Reading

Motion by: Commissioner Young
Second by: Commissioner Schultz
Board Discussion: None
Public Discussion: None
Vote: Motion carried unanimously

F. Resolutions: (Legislative):

F.1. Resolution 2024-04 Amending the City of Bunnell Development Fees.

City Attorney Waters read the short title into the record. Community Development Director Parsons presented the item to the Board. The City's development fees need to be amended; the fees to be amended are different from the building permit fees.

Motion: Adopt Resolution 2024-04 Amending the City of Bunnell Development Fees

Motion by: Commissioner Schultz

Second by: Commissioner Young

Board Discussion: Commissioner Schultz asked if the fees were increasing 65% and looking for a 100% increase within the next three years. City Manager Jackson stated it would be best to phase in further increases over the next three years; development services should be paid by the development community and not come from the general fund.

Public Discussion: None

Vote: Motion carried unanimously

F.2. Resolution 2024-05 Granting development impact fee credits for DR Horton related to the public benefit of certain water main improvements to the Grand Reserve community.

City Attorney Waters read the short title into the record

Motion: Adopt Resolution 2024-05 Granting development impact fee credits for DR Horton related to the public benefit of certain water main improvements to the Grand Reserve community.

Motion by: Commissioner Schultz

Second by: Commissioner Young

Board Discussion: None

Public Discussion: None

Vote: Motion carried unanimously

G. Old Business: None

H. New Business:

H.1. Administrative Order 2024-02 Requesting approval to allow the City of Bunnell Wastewater Treatment Facility Expansion to encroach 25 feet more or less into the northern adjacent property.

Community Development Director Parsons presented the item to the Board.

Motion: Approve Administrative Order 2024-02 Requesting approval to allow the City of Bunnell Wastewater Treatment Facility Expansion to encroach 25 feet more or less into the northern adjacent property.

Motion by: Commissioner Schultz

Second by: Commissioner Young

Board Discussion: None

Public Discussion: None

Vote: Motion carried unanimously

H.2. Request Approval of the City Health Insurance Enrollment 2024

Human Resource Manager Reed presented the item to the Board.

Motion: Approve the City Health Insurance Enrollment 2024

Motion by: Commissioner Young

Second by: Commissioner Schultz

Board Discussion: None

Public Discussion: None

Vote: Motion carried unanimously

H.3. Request to Pay Flagler County Humane Society for costs outside the Monthly Contracted Amount.

City Clerk Bates presented the item to the Board.

Motion: Approve request to Pay Flagler County Humane Society for costs outside the Monthly Contracted Amount.

Motion by: Commissioner Schultz

Second by: Commissioner Young

Board Discussion: Commissioner Schultz inquired if the City could recoup the fees from the animal's owner. Attorney Waters stated unless the Criminal Courts asked for restitution it would be a long shot to recover fees.

Public Discussion: None

Vote: Motion carried unanimously

I. Reports

- **City Clerk** – The City co-sponsored Spring Break Bash Saturday, March 23rd at JB King Park went well; people loved the facility. Mayor Robinson was honored March 23rd as a recipient of "She Leads Florida". On March 24th the Celebration of Life was held for Rob Myjak, Parks and Recreation Crew Leader; it was well attended, and the family appreciated all the support the City has been providing during this time. The groundbreaking ceremony for the Bunnell Administration & Police Department Complex will be held April 1, 2024, at 10:30 A.M. and will be immediately followed by the groundbreaking for Flagler Central Commerce Parkway.
- **Police Chief** – None
- **City Attorney**- None
- **City Manager**- The City Managers Report was available. To help keep the Commission and the public aware of progress on the projects the City is managing, a simple report is going to be included with the agenda each month. He welcomed Joe Parsons as the Community Development Director.
- **Mayor and City Commissioners**–
 - **Commissioner Young** – He is looking forward to the groundbreaking on April 1 and hopes it doesn't turn out to be an April Fools joke.
 - **Commissioner Schultz** –. Reported she had attended the Family Life Center meeting. The planning for the October Italian Festival are moving forward. She is proud of the Bunnell Police Department and all they are doing; they are the pride of Bunnell.

- o **Vice Mayor Rogers** – Thanked the City Manager for the great team he has assembled for the City.

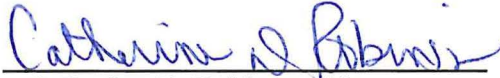
J. Call for Adjournment.

Motion: Adjourn

Motion by: Commissioner Schultz

Seconded by: Commissioner Young

Vote: Motion carried unanimously



Catherine D. Robinson, Mayor



Date



Kristen Bates, CMC, City Clerk



Date

*****The City adopts summary minutes. Audio files in official City records are retained according to the Florida Department of State GS1-SL records retention schedule*****