

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, April 08, 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

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

**Roll Call:** Mayor Catherine Robinson; Commissioner Tonya Gordon; 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 Clerk Kristen Bates; Deputy City Clerk Bridgitte Gunnells

**Excused:** Vice Mayor John Rogers

### Invocation for Our Military Troops and National Leaders:

Mayor Robinson led the invocation.

### B. Introductions, Commendations, Proclamations, and Presentations

#### B.1. Proclamation: Sexual Assault Awareness Month

Mayor Robinson read the Proclamation into the record. The proclamation was accepted by staff from the Family Life Center.

#### B.2. Proclamation: National Telecommunications Week

Commissioner Young read the Proclamation into the record. The proclamation was accepted by Christina Mortimer, Director of Communications Flagler County Sheriff Office.

#### B.3. Proclamation: Sisco Deen Month

Mayor Robinson read the Proclamation into the record. Members of the Deen Family, Ed Siarkowicz and Jamse Fiske spoke about Sisco Deen and accepted the proclamation.

#### B.4. Proclamation: Florida Volunteer Month

Commissioner Schultz read the Proclamation into the record. Suzy Gamblain, Flagler Volunteer Services, spoke to the number of hours volunteers served in the City of Bunnell and Flagler County.

### C. Consent Agenda:

#### C.1. Approval of Warrant

##### a. April 08, 2024 Warrant

#### C.2. Approval of Minutes

##### a. March 25, 2024 City Commission Meeting Minutes

**Motion:** Approve the Consent Agenda

**Motion by:** Commissioner Schultz

**Second by:** Commissioner Gordon

**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.**

None

**E. Ordinances: (Legislative):**

**E.1. Ordinance 2024-08 Amending the City of Bunnell Code of Ordinances Chapter 30- Fees and Chapter 54 - Streets, Sidewalks and Other Public Places. - Second Reading**

City Attorney Waters read the short title into the record. Community Development Director Parsons explained the proposed Ordinance.

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

**Motion by:** Commissioner Gordon

**Second by:** Commissioner Young

**Board Discussion:** None

**Public Discussion:** None

**Vote:** Motion carried unanimously

**F. Resolutions: (Legislative): None**

**G. Old Business: None**

**H. New Business:**

**H.1. Request Approval to Award Contract 2024-09 to Ormond Septic System for Sludge Hauling Services**

Infrastructure Director Vost introduced and explained the item.

**Motion:** Award Contract 2024-09 to Ormond Septic System for Sludge Hauling Services

**Motion by:** Commissioner Schultz

**Second by:** Commissioner Gordon

**Board Discussion:** None

**Public Discussion:** None

**Vote:** Motion carried unanimously

**H.2. Requesting Approval of the RFQ 2024-01 Selection Committee recommendation to proceed with contract negotiations for Continuing Professional General Planning Services.**

Community Development Director Parsons introduced the item. The Selection Committee is recommending the City pursue contracts with all qualified submitters to allow the City to engage multiple firms as needed and work on several projects at the same time.

**Motion:** Approve the recommendation of the RFQ 2024-01 Selection Committee and proceed with contract negotiations for Continuing Professional General Planning Services with all qualified bidders.

**Motion by:** Commissioner Schultz

**Second by:** Commissioner Young

**Board Discussion:** Commissioner Schultz stated it is definitely in the City's best interests to be able to turn to a number of firms as needed.

**Public Discussion:** None

**Vote:** Motion carried unanimously

**H.3. Request Approval of the RFQ #2024-02 Selection Committee Recommendation and to Proceed with Negotiations for the Design-Build Brackish Water RO Project.**

Infrastructure Director Vost introduced and explained the item.

**Motion:** Approve the RFQ #2024-02 Selection Committee Recommendation and to Proceed with Negotiations for the Design-Build Brackish Water RO Project with PC Construction.

**Motion by:** Commissioner Gordon

**Second by:** Commissioner Young

**Board Discussion:** None

**Public Discussion:** None

**Vote:** Motion carried unanimously

**H.4. Election of the Vice Mayor for the next 12 month period**

Mayor Robinson introduced the item and asked the Commission for nominations.

**Motion:** Nominate Commissioner John Rogers to serve as Vice Mayor for the next 12-month period.

**Motion by:** Commissioner Young

**Second by:** Commissioner Schultz

**Board Discussion:** Commissioner Gordon stated she agreed; Vice Mayor has been doing a good job as long as she has been on the Commission. Mayor Robinson stated she agrees; Vice Mayor has always done an excellent job filling in at meetings and events when she has not been available. She appreciates the support he has provided at the Vice Mayor.

**Public Discussion:** None

**Vote:** Motion carried unanimously

**I. Reports**

- **City Clerk** – spoke about the creation and launch of the new Capital Improvements page on the City website. Citizens will be able to see an overview and progress on City capital improvement projects. Staff will also be providing pictures, as available, to allow a “photo diary” of progress to be available to people. The State of the City is the next meeting. Refreshments start at 6:00 PM and the Address will start at 7:00 PM.
- **Police Chief** – provided an update on the crime statistics for March 2024.
- **City Attorney-** None
- **City Manager-** spoke about the reduction in crime in 2023. Last week he met with 17 business members of the Chamber of Commerce and each one praised the City's permitting process, stating the City is so much easier to work with and moves faster than adjacent jurisdictions and other jurisdictions outside the County too. Chief Tucker contacted the City to advise that the recent ISO rating for Fire Services should afford citizens a reduction in their homeowners insurance rates; citizens in Grand Reserve have reported a \$500.00 savings in some instances. He advised people should talk to their insurance providers to check on the rate being offered to them.
- **Mayor and City Commissioners–**
  - **Commissioner Young** – thanked all departments for the hard work they do very day.
  - **Commissioner Schultz** – stated she was so excited for the groundbreaking ceremony. It is really exciting to drive through the City and see the progress on

- Commerce Parkway and the new building.
- o **Commissioner Gordon-** apologized for missing the last meeting and she could have been present for the Police Department awards. She thanked staff for the work they do.
  - o **Mayor Robinson-** stated one of her colleagues say the media coverage on the arrests of the shooters in Bunnell and stated the camera system was a good investment for the City. She is so honored to be around to see Commerce Parkway finally happen; this project was dreamt of a long time ago and unfortunately it was always a matter of funding. Now the funding is available, and it is so nice to see this project happening.

**J. Call for Adjournment.**

**Motion:** Adjourn

**Motion by:** Commissioner Schultz

**Seconded by:** Commissioner Gordon

**Vote:** Motion carried unanimously

  
Catherine D. Robinson, Mayor

  
Kristen Bates, CMC, City Clerk

  
Date

  
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\*\****