

City Manager's Monthly Report



Dr. Alvin B. Jackson, Jr.
City Manager
For March 2022

Published: April 2022

2022 Election

The 2022 Municipal Election was conducted on Tuesday, March 8, 2022. Below are the official results of the election. Most votes were cast through mail with 155 voters turning out Election Day.

SUMMARY REPT-GROUP DETAIL

2022 MUNICIPAL ELECTIONS
MARCH 8, 2022
FLAGLER COUNTY

RUN DATE:03/11/22 01:11 PM

	TOTAL VOTES	%	ED	AB
PRECINCTS COUNTED (OF 4)	4	100.00		
REGISTERED VOTERS - TOTAL	2,425			
BALLOTS CAST - TOTAL	444		155	289
BALLOTS CAST - BLANK	1	.23	0	1
VOTER TURNOUT - TOTAL		18.31		
VOTER TURNOUT - BLANK04		
City of Bunnell Commissioner				
(VOTE FOR) 2				
Robert Edward Barnes.	282	42.92	109	173
Tina-Marie Schultz	204	31.05	62	142
Peter G. Young.	171	26.03	69	102
Total	657		240	417
Over Votes	0		0	0
Under Votes	231		70	161

March 21, 2022: 9463 Foundation Memorial Ride



Bunnell Growth

Did you know Bunnell is the second largest City in Florida by land mass?
Bunnell's approximate size is 138.5 square miles

Bunnell even makes the list of one of the largest cities nationally (by land mass) by ranking 69th

Source	Year	Population
Census Count	2010	2,676
Bureau of Economic & Business Research	2018	3,056
Bureau of Economic & Business Research	2019	3,271
Census Count	2020	3,276
Bureau of Economic &	2021	3,495

Throw Back

While working on the relocation of City records, some pictures were located. Do you recognize anyone in these pictures?



City Commission Mission Statement

The City Commission of the City of Bunnell is dedicated to providing its citizens, businesses and visitors with quality services that ensure Life, Liberty and the Pursuit of Happiness!



Core Values

The following are the core values for the City of Bunnell:

- Loyalty to the team, the objectives, and the mission.
- Teamwork. Cultivate a “we environment.” - Be passionate team player.
- Communication. Share information freely, maintain an on-going dialog.
- Respect individual strengths; Embrace diversity.
- Empathy. Care about people.
- Always determine what is important to team members.
- Honor everyone. Demonstrate respect for all persons.
- Say “thank you.” Show appreciation in every way possible.
- Self-Control. Stay open, ask questions & maintain clam demeanor in the face of every challenge.
- Have a forgiving spirit.
- Professionalism always. Maintain a positive attitude & a pleasing personality.
- Cultivate creativity.
- Seek great personal satisfactions in helping others succeed.
- Be an active listener– quick to hear, slow to speak.
- Be a person of fairness & justice to all.
- Have an action plan, including results oriented goals with measurable outcomes.
- Create a culture of warmth & belonging, where everyone is welcome.
- Have fun; create an environment where employees can think big & excel.
- Integrity: to be honest, open, ethical & fair.
- Fiscal accountability: to be good stewards of agency funds.

Mission Statement

The City of Bunnell will provide its residents, businesses, visitors, partners and staff with value centric leadership to create a safe, sustainable, attractive, strong and vibrant community while building on our rich heritage as the foundation to improve the City's economic future and to achieve the highest possible quality of life for the overall community through the exemplary services we provide.

Vision Statement

The City of Bunnell commits to building on its heritage, while enhancing a high quality of life for all its citizens. We pledge to work in collaboration with our residents and business community to foster pride in the City, develop a vibrant and diverse economy and a thoughtful plan for the future.

Park Updates, Facility Rentals and Garage Sale Permits

All City parks are open. Parks operate during daylight hours (ie. dawn to dusk).

The City is accepting applications for the rental of parks and other available facilities. Applicants are required to turn in a completed application AND include a COVID/Social Distancing plan or measures that will be taken with the application. If no plan is provided, the rental will not be approved.



FACILITY ALERTS

- Coquina City Hall located at 200 S. Church Street is not currently available to rent.
- Due to on-going vandalism at JB King park, security cameras were recently installed and activated.
- On-going damage to the fence at Carver Fields forced the City to start removing the fence



Garage Sale Permits:

The City is accepting requests for Garage Sale Permits. Residents need to make their request to the Utility Billing Department and provide a COVID/Social Distancing Plan. Per the City Code of Ordinance, there is a limit on the total number of garage sale permits that can be issued to a property/address point in a calendar year.

Information Technology

Spent a lot of time on the Police Department this month. The move of their administrative offices into the new modular office trailer, I believe went real smooth. There have been a couple of issues since re-locating that we have worked through.

Worked with the new Chief to put him in charge of the PD's Facebook page. He has read and signed the acknowledgement of the policy, and the page has been published, and assigned to him. Please visit facebook.com/BunnellPD.

The new Chief wants to implement some technology changes in regard to the inventory and handling of evidence. Contacted the County to see what they are using within the records system. Have also contacted Tyler Technologies to see what they have available.

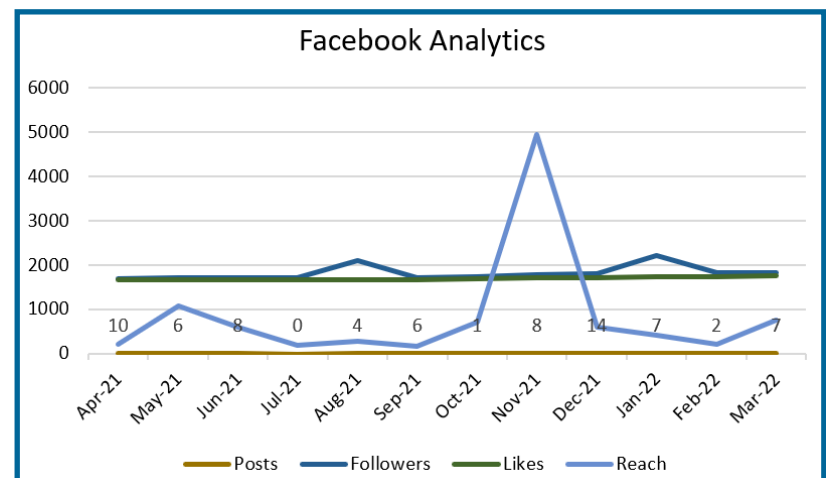
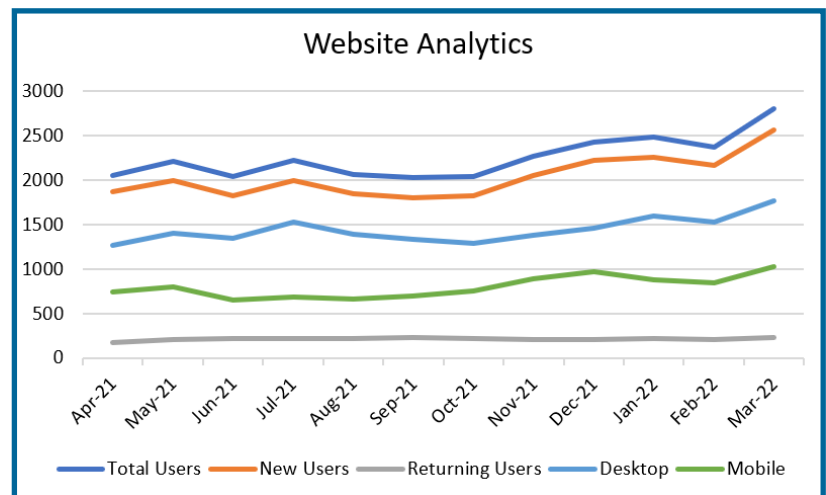
Continue to work with Tyler Technologies on the Tyler Content Management upgrade. The upgrade happened a couple months ago. But from time to time we find some missing documents. The latest ones are AP backup docs. Tyler has found the documents in the database, and is working on a way to correctly link them to the transactions in the database. Hopefully this project will be finished soon.

We have pulled some video of a vandalism incident at the park, and turned it over to the PD. A purchase order for a second phase for this park has been issued. This phase will include tying the 3 buildings together with a wireless bridge, and 2 additional cameras. This install is scheduled for April.

Making some changes to our Spectrum internet accounts. As the Coquina Building is closed for the foreseeable future, we have disconnected that account, and added internet to the Versie Lee Mitchel Community Center. Will relocate the WiFi once Spectrum is installed at VLMCC.

Top 10 web pages:

- | | |
|---------------------|-----------------------|
| 1. Home Page | 6. Contacts Directory |
| 2. Open Positions | 7. City Commission |
| 3. Police Dept | 8. Human Resources |
| 4. Building Permits | 9. Chief's Corner |
| 5. Agendas | 10. Planning & Zoning |



City Clerk Office

The City Clerk Office published agendas for all City's Public meetings: 2 City Commission Meetings, the Code Board Meeting, (cancelled), the Planning Zoning and Appeals Board Meeting (cancelled) and the Auditor Selection Committee.

The Clerk's Office also worked on the following issues throughout the month:

- Facility projects– the Versie Lee Mitchell Community Center gutter replacement; moving Municipal Park; expansion of security cameras at JB King Park; correction to on-going vandalism on Carver Field fence line, JB King Park and EJ Park
- 2022 Municipal Elections
- Going through official records to get ready to destroy those eligible for destruction per State guidelines; storage of official City records due to pending sale of 201 W. Moody Blvd.
- Working with City Attorney and City Planner on mass rezoning for 800+ parcels
- Working with NEFRC and City Planner for adoption of EAR Amendment



Business Tax Receipts (BTRs)

The City continues to process FY2021/2022 BTR renewals. Since 2013, the City has had an Interlocal Agreement with the Flagler County Tax Collector Office for processing these renewals. The Flagler County Tax Collector Office sent out the FY 21/22 notices or e-mails in July 2021. The Interlocal Agreement was ended this year. Moving forward, the City will process all of its own BTR renewals.

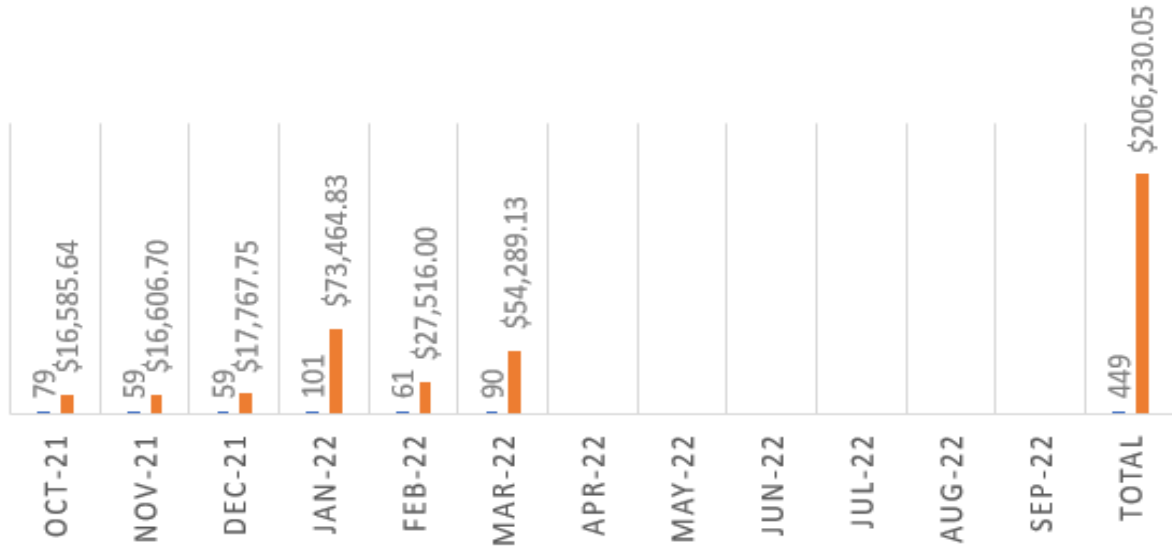
Businesses should have paid their FY21/22 BTR fees by September 30, 2021. Florida Statute and the City's Code of Ordinance require penalties be added to a BTR if not paid by **September 30, 2021**. The required penalties are as follows: 10% October 1st; 15% November 1st; 20% December 1st; and 25% January 1st. There are still businesses which have not renewed their BTR.

Businesses with questions about their BTR should call the City Clerk Office at 386-437-7500 x 5

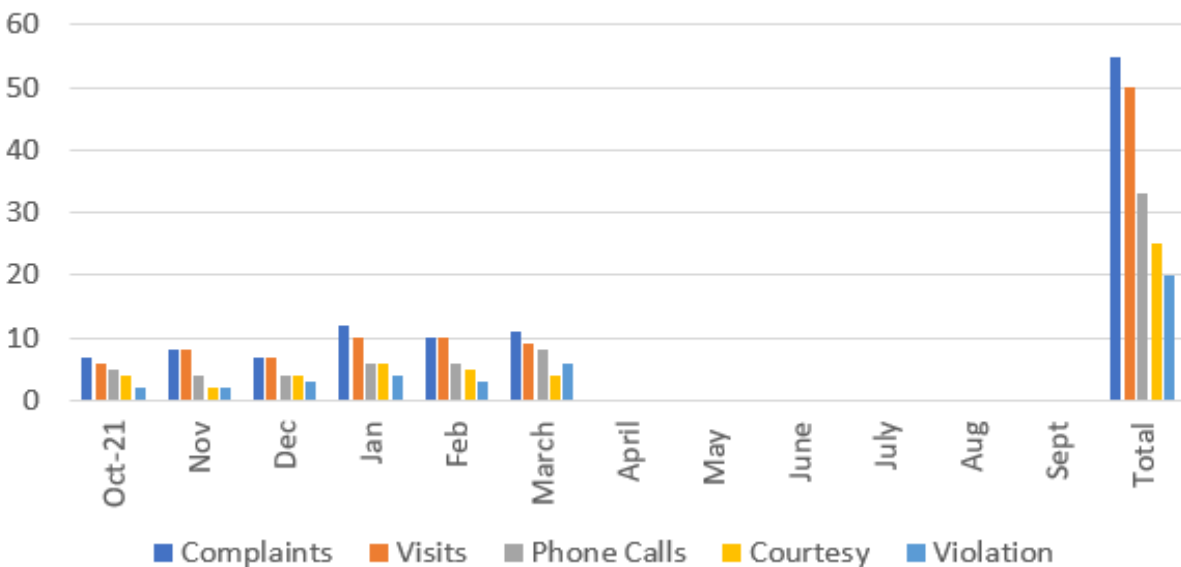
Community Development

PERMITS

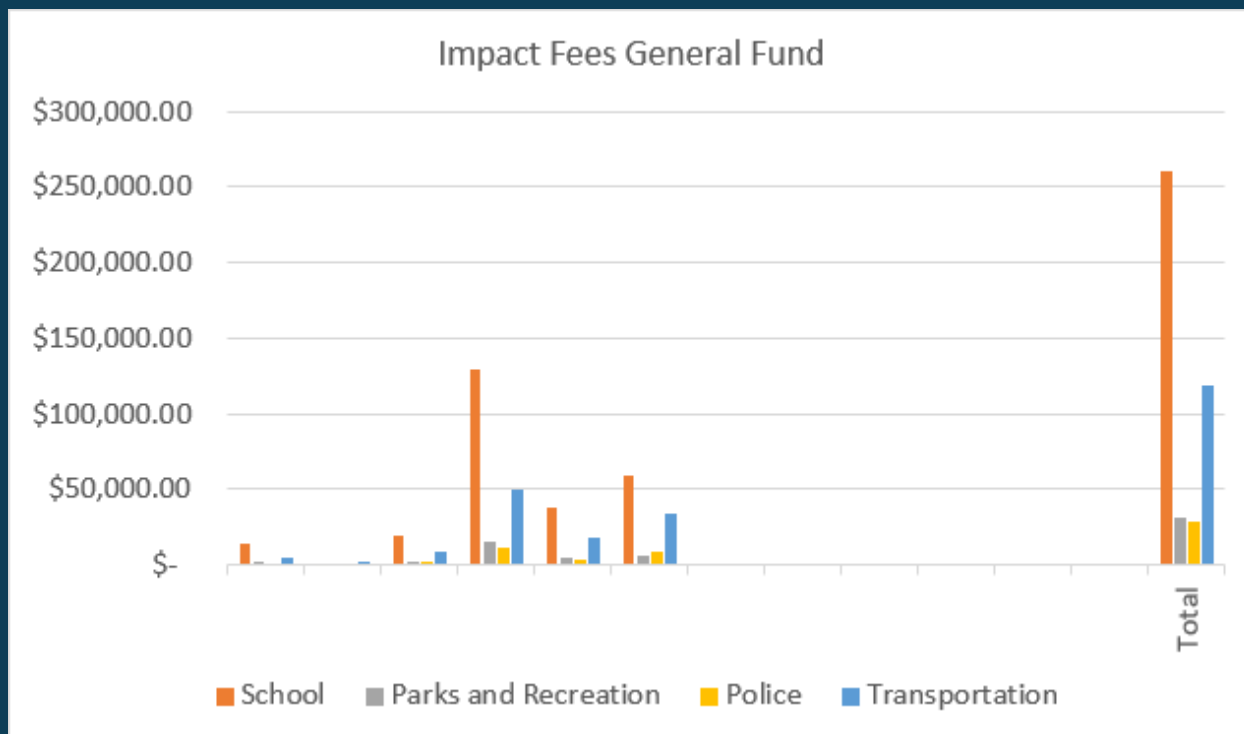
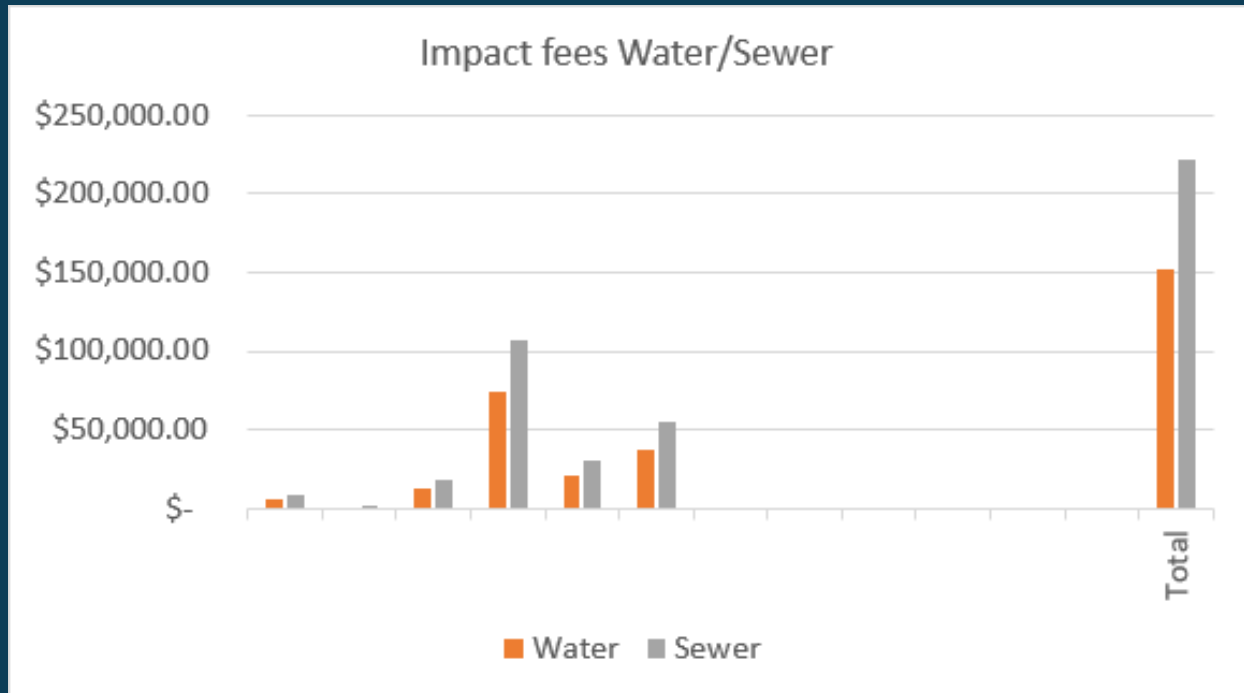
of Permits Permit Amount



Code Enforcement



Community Development



Projects

Grant Projects:	Expense	Grant Amt
Community Development Block Grant (CDBG) - Hymon: Design in process. Received 30% design. Site visit with engineer completed.	\$5,000	\$700,000
Hazard Mitigation Grant Program (HMGP) - Mobile Generators: Grant closeout in process. Final inspection scheduled.	\$166,560	\$122,411
2022 REDI - Sewer Slip Lining Rehabilitation - Phase 4: Cleaning and lining complete. Punch list in process.	\$312,906	\$500,000
HMGP COVID-19 Pandemic (DR-4486) - Westside Phase 3: Application under review. RFI's being received.		\$350,000
Master Plan Projects:		Funding Amt
WWTP Rehab/Expansion Construction Funding: USDA / SRF Loan Application submitted.		\$12,000,000
Water Protection Grant Funding This grant funding opportunity became available through Florida Department of Environmental Protection's Protect FL Together program. The amount applied for is 50% of the estimated construction cost with a required 50% local match. Could be used with SRF loan if awarded both. Notice of selection for project funding received. Agreement in process.		\$7,080,000
In-House Projects: Stormwater Culvert Installation - 804 Fifth This is an internal project managed by the City's Infrastructure Public Works Department. Involves installation of grass retention swales and conveyance culverts in the place of the current ditches. Planning and material acquisition in process.	Expense	Budget
		\$15,000

Infrastructure

Capacities WTP/WWTP

- Capacity for the WWTP in March 2022 was 74% with a total of 7.72" of rainfall. Total influent flow for the month was 13.846MG, with a Daily Average of 0.447MG
- The WTP produced 10.100MG of drinking water, with a daily production average of 0.328MG in March 2022.

Police Department

The Bunnell Police Department was very active in the month of March in a variety of operational, administrative, and community-oriented tasks.

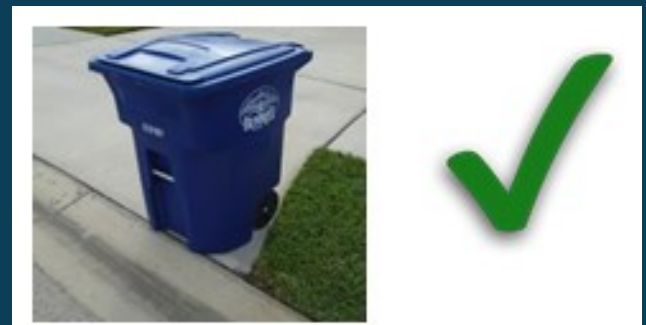
- Conducted “Operation New Day” to signal a renewed commitment to public safety in the City of Bunnell and to improve traffic safety at the onset of Bike Week.
 - On March 4, 2022, all full-time officers of the Bunnell Police Department along with several deputies from the Flagler County Sheriff’s Office combined resources to saturate the entire community. The operation lasted from 2:00 PM until 11:00 PM and resulted in 40 traffic stops, 34 warnings issued, 6 traffic citations issued, 1 criminal traffic citation issued, 1 field interview report written, and 3 misdemeanor arrests made. There were no drugs seized nor any felony arrests made during the operation.
- Reorganized the Police Department to a Servant Leadership model by investing the traditional organizational structure to emphasize the Residents, Business Owners, and Citizens of Bunnell at the top of the structure with each subsequent level dedicated to serving those above them to ensure the best police services are delivered.
- Hosted the 9463 Foundation from South Florida – Ride to Remember Sgt. Guida and Palm Coast Mayor David Alfin’s son.
 - About 50 riders attended and presented a Guida family member and Mayor Alfin each with a memorial quilt and painting of St. Michael – the patron saint of police officers.
 - Vice-Mayor Rogers and Commissioner Gordon attended.
 - Thanks to First Baptist of Bunnell for allowing us to use their facilities.
- Sergeant Bagwell & Officer Devane attended the Flagler Housing Authority’s Spring Cookout with a tent/table with crime prevention materials and junior officer badges.
- Met with the Carver Village Executive Director Christine Beyrer and discussed how we will work together to improve public safety.
 - The community received a \$220,000 grant to install new entry gates, lights, cameras, and tag readers.
- Future monthly reports will include data showing progress with crime reduction.

Solid Waste

SERVICE	AMOUNT COLLECTED	TRUCK LOADS
Residential Garbage	129.95 Tons	16.94
Residential Recycle	35.45 Tons	2.73
Yard Waste	118 Yards	5.91
Commercial Garbage	220.22 Tons	16.94
Commercial Cardboard	30.48 Tons	2.34
Scrap Metal	0	0
Construction & Demolition and Bulk debris	29.83 Tons	8.52

Cart Placement Regulations and Guidelines

- ⇒ Face lid opening of cart toward the street (handles & wheels facing house)
- ⇒ Place front of cart within 3 feet of street edge
- ⇒ Allow 2 feet of clearance on each side of all carts and ANY obstruction
- ⇒ Do NOT fill carts with construction debris, dirt or yard waste
- ⇒ It is recommended to place carts out the night before. The driver is not able to turn around if your cart is not out when the truck is on your street.
- ⇒ Do not place carts near parked cars, fences, mailboxes, trees, other carts, or any other obstruction that could interfere with the truck picking up your cart.



Failing to follow the guidelines may result in service interruption (i.e. the City won't be able to collect your solid waste that day)

Solid Waste Fiscal Year Comparisons

	FY 19/20	FY 20/21	FY 21/22 (as of 3/31/2022)
Commercial Solid Waste	1960.54 Tons	1995.58 Tons	1171.42 Tons
Residential Solid Waste	1380.89 Tons	1546.61 Tons	723.30 Tons
Cardboard & Recycle	585.98 Tons	623.3 Tons	305.58 Tons
Yard Waste	1593.00 Yards	1153 Yards	573 Yards
Construction & Debris (C&D)	315.51 Tons	574.58 Tons	139.09 Tons
Scrap/Misc.	12.789 Tons	4.27 Tons	6.33 Tons
Yearly Total	5848.71	5897.34	2918.72