**CATHERINE D ROBINSON**
**MAYOR**

**JOHN ROGERS**
**VICE-MAYOR**

**DR. ALVIN B JACKSON JR**
**CITY MANAGER**

*Crossroads of Flagler County*

**COMMISSIONERS:**

**PETE YOUNG**
**DAVID ATKINSON**
**DEAN SECHRIST**

# CITY COMMISSION MEETING

**Monday, March 23, 2026 at 7:00 PM**
2400 Commerce Pkwy
Chambers Meeting Room,
Bunnell, FL 32110

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

**Roll Call**

**Invocation for our Military Troops and National Leaders**

**B. Introductions, Commendations, Proclamations, and Presentations:**

B.1 Proclamation- Water Conservation Month 2026

B.2 Presentation: Capital Improvements Reporting

**C. Consent Agenda:**

C.1 March 23, 2026 Warrants (Fiscal Years 2024/2025 and 2025/2026)

C.2 March 9, 2026 City Commission Meeting Minutes

C.3 Request Approval to Piggyback City of Port Orange Standard Contract for Services with ACF Industrial Energy, LLC for generator maintenance and repairs RFQ-PW24BLD02

C.4 Requesting approval of a work order for North Florida Professional Services to perform the City of Bunnell Vulnerability Assessment and Adaptation Plan.

**D. Public Comments:**

Comments regarding items not on the Agenda. Citizens are encouraged to speak; however, comments are limited to four (4) minutes.

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

E.1 Ordinance 2026-05 Requesting to Amend the Future Land Use Map in the Future Land Use Element of the 2035 Comprehensive Plan for 4.91+/- Acres of Land from the "Agriculture & Silviculture" Designation to the "Commercial-Medium" Designation. - First Reading

E.2 Ordinance 2026-06 Requesting to Amend the Official Zoning Map of the City of Bunnell for 4.91+/- Acres of Land from the "AG&S, Agricultural and Silviculture District" to the "B-1, Business District". - First Reading

E.3 Ordinance 2026-07 Amending the Bunnell Code of Ordinance creating regulations for the renaming of existing City streets. - First Reading

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

**G. Old Business: None**

**H. New Business:**

H.1 Request for Approval of Connect Consulting, Inc. (CCI) Purchase Order For Well 3R

H.2 Request Approval of City Health Insurance Enrollments for 2026 Benefit Year

**I. Reports:**

**City Clerk**

**Police Chief**

**City Attorney**

**City Manager**

City Manager Report- February 2026

**Mayor and City Commissioners:**

**J. Call for Adjournment**

**This agenda is subject to change without notice. Please check website www.bunnellcity.us for any changes to the agenda.**

**NOTICE**: If any person decides to appeal any decision made by the City Commission or any of its boards, with respect to any matter considered at any meeting of such boards or commission, he or she will need a record of the proceedings, and for this purpose he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based, 286.0105 Florida Statutes.

**Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the City Clerk at (386) 437-7500 at least 48 hours prior to the meeting date.**

***WHEREAS,*** *water is a basic and essential need of every living creature, and water conservation is becoming more critical across our great state; and*

***WHEREAS,*** *The State of Florida, Water Management Districts and the City of Bunnell are working together to increase awareness about the importance of water conservation; and*

***WHEREAS,*** *residents are encouraged to keep their home leak-free by repairing dripping faucets, toilet flappers and showerheads; and*

***WHEREAS,*** *the City of Bunnell and the State of Florida has designated April, historically a dry month when water demands are most acute, as Water Conservation Month, to educate citizens about how they can help save Florida's precious water resources; and*

***WHEREAS,*** *the City of Bunnell has always encouraged and supported water conservation; and*

***WHEREAS,*** *every business, industry, school and citizen can make a difference when it comes to conserving water; and*

***WHEREAS,*** *every business, industry, school and citizen can help by saving water and thus promote a healthy economy and community; and*

***NOW, THEREFORE,*** *we, the Bunnell City Commission do hereby proclaim the month of April 2026 as* ***"Water Conservation Month"*** *in the City of Bunnell and urge all citizens and businesses to help protect our precious resource by practicing water saving measures and becoming more aware of the need to save water.*

***Adopted this 23rd day of March 2026***

***Catherine D. Robinson, Mayor*** ***Kristen Bates, MMC, City Clerk***

# City of Bunnell, Florida

## Agenda Item No. B.2.

Department: City Clerk
Subject: Presentation: Capital Improvements Reporting
Agenda Section: **Introductions, Commendations, Proclamations, and Presentations:**

**ATTACHMENTS:**
Description
2026 03 23 Capital Project Reporting

**Summary/Highlights:**

The City will provide updates on major projects going on in the City. If a project has reached completion, it will no longer be reported on.

Real time updates are also found on the City's website on the Capital Improvements Capital Reporting page: https://www.bunnellcity.us/capital-projects/pages/projects

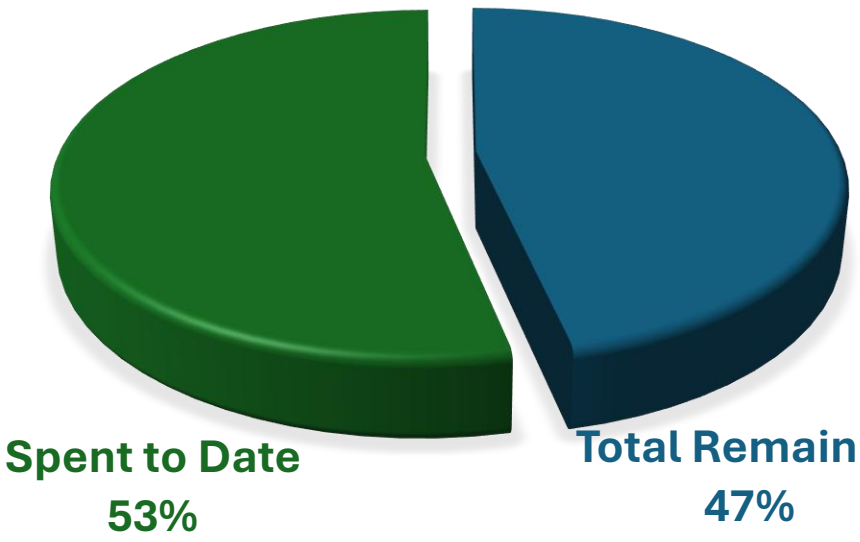
# City Capital Projects Updates

*#beinthebunnellknow*

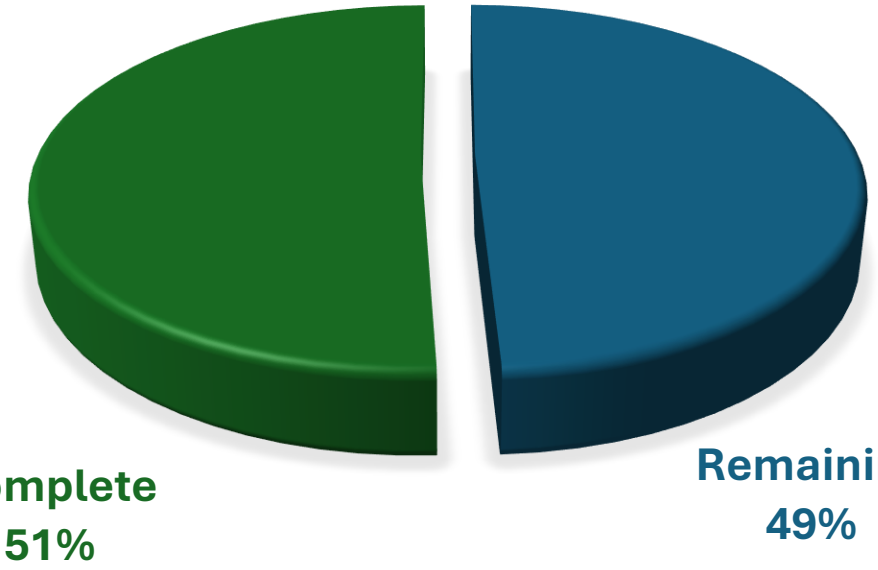
As of March 6, 2026

# Wastewater Treatment Plant Rehab/Expansion

BUDGET



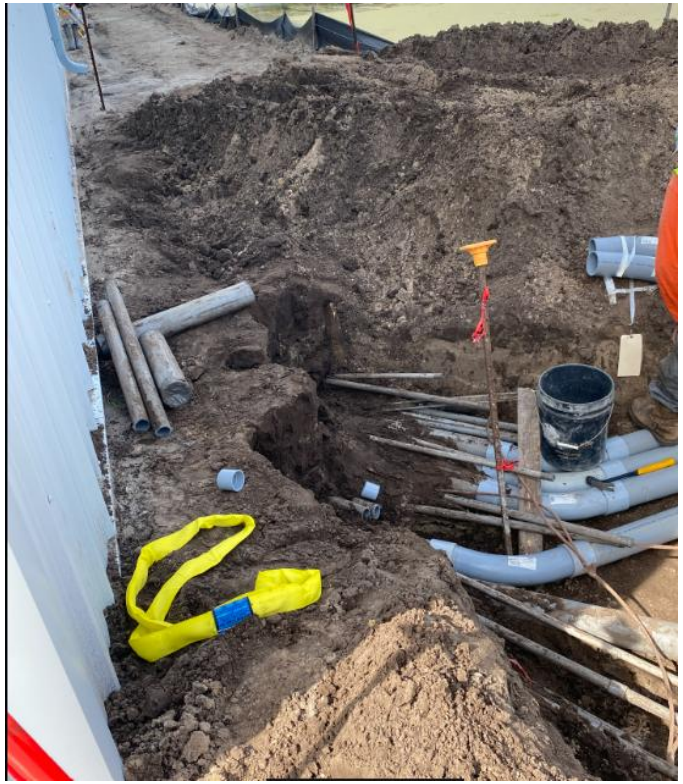

CONSTRUCTION




- Target Completion Date: April 2027
- Owner Direct Purchases: $2,359,296
- CMAR Contract Price: $42,440,006













# Design-Build Brackish Water RO

- **Primary Department:** Infrastructure/ Distribution Utility
- **Award/Budgeted Amount:** $4,500,000
- **Funding Source:** State of Florida Department of Environmental Protection Legislative Grant
- **Amount Spent to date:** $585,067
- **Percent Complete:** 13%
- **Milestone Completed:** ODP contracts executed; FDEP reviewing construction permit; SJRWMD reviewing CUP
- **Next Milestone/Step:** FDEP Construction Permit; Logistics Plan
- **Target Completion Date**: September 2026





# City of Bunnell, Florida

## Agenda Item No. C.1.

Department: City Clerk
Subject: March 23, 2026 Warrants (Fiscal Years 2024/2025 and 2025/2026)
Agenda Section: **Consent Agenda:**

**ATTACHMENTS:**
Description
02 Expense Approval Register 24/25
03 Expense Approval Register 25/26

City of Bunnell, FL

# Expense Approval Register

APPKT09553 - 2026-0323 Payment Process 24/25

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| **Vendor: DG Hardware, Inc.** | | | | | |
| DG Hardware, Inc. | 123635 | 09/19/2025 | Thread Rod/Coupling nut | 402-0534-534.5265 | 46.12 |
| | | | | **Vendor DG Hardware, Inc. Total:** | **46.12** |
| **Vendor: Nicholson A/C & Heating, Inc.** | | | | | |
| Nicholson A/C & Heating, Inc. | 87175 | 08/01/2025 | Ice Machine Rental August 2... | 001-0541-541.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 87175 | 08/01/2025 | Ice Machine Rental August 2... | 001-0549-549.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 87175 | 08/01/2025 | Ice Machine Rental August 2... | 001-0572-572.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 87175 | 08/01/2025 | Ice Machine Rental August 2... | 402-0534-534.4400 | 43.75 |
| | | | | **Vendor Nicholson A/C & Heating, Inc. Total:** | **175.00** |
| **Vendor: Veolia Water Technologies, Inc.** | | | | | |
| Veolia Water Technologies, I... | 25000810 | 07/28/2025 | Retainage Payment | 404-2050000 | 845.51 |
| | | | | **Vendor Veolia Water Technologies, Inc. Total:** | **845.51** |
| | | | | **Grand Total:** | **1,066.63** |

## Fund Summary

| Fund | Expense Amount |
|---|---|
| 001 - GENERAL FUND | 131.25 |
| 402 - SOLID WASTE | 89.87 |
| 404 - SEWER | 845.51 |
| **Grand Total:** | **1,066.63** |

## Account Summary

| Account Number | Account Name | Expense Amount |
|---|---|---|
| 001-0541-541.4400 | Rental / Lease Expense | 43.75 |
| 001-0549-549.4400 | Rentals & Leases | 43.75 |
| 001-0572-572.4400 | Rental / Lease Expense | 43.75 |
| 402-0534-534.4400 | Rental/Lease - Solid Was... | 43.75 |
| 402-0534-534.5265 | Tools | 46.12 |
| 404-2050000 | Retainage Payable | 845.51 |
| | **Grand Total:** | **1,066.63** |

## Project Account Summary

| Project Account Key | Expense Amount |
|---|---|
| **None** | 221.12 |
| WWTP Construction | 845.51 |
| **Grand Total:** | **1,066.63** |

City of Bunnell, FL

# Expense Approval Register

cket: APPKT09552 - 2026-0323 Payment Process

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| **Vendor: A Morea Group, LLC** | | | | | |
| A Morea Group, LLC | 8591 | 02/24/2026 | RED SHELL TO REPAIR ROADS | 001-0541-541.5300 | 2,100.00 |
| | | | | **Vendor A Morea Group, LLC Total:** | **2,100.00** |
| **Vendor: Advanced Environmental Laboratories, Inc.** | | | | | |
| Advanced Environmental La... | 903022 | 03/01/2026 | BLANKET PO - WWTP LAB TE... | 404-0535-535.3400 | 684.60 |
| | | | | **Vendor Advanced Environmental Laboratories, Inc. Total:** | **684.60** |
| **Vendor: American Janitorial, Inc.** | | | | | |
| American Janitorial, Inc. | 31812 | 02/28/2026 | February 2026 Services | 001-0519-519.3401 | 2,692.30 |
| | | | | **Vendor American Janitorial, Inc. Total:** | **2,692.30** |
| **Vendor: Aramsco Inc** | | | | | |
| Aramsco Inc | S7445926.001 | 01/13/2026 | Street Signage | 001-0541-541.5310 | 991.00 |
| Aramsco Inc | S7496208.001 | 02/20/2026 | Street Signage | 001-0541-541.5310 | 947.50 |
| | | | | **Vendor Aramsco Inc Total:** | **1,938.50** |
| **Vendor: Badger meter, Inc** | | | | | |
| Badger meter, Inc | 109803 | 01/25/2026 | LS SCADA Monthly Service | 404-0535-535.3400 | 1,525.50 |
| Badger meter, Inc | 110291 | 02/25/2026 | LS SCADA Monthly Service | 404-0535-535.3400 | 1,525.50 |
| | | | | **Vendor Badger meter, Inc Total:** | **3,051.00** |
| **Vendor: Bunnell Auto Supply, Inc.** | | | | | |
| Bunnell Auto Supply, Inc. | 721855 | 02/23/2026 | Oil Filter | 001-0549-549.5265 | 143.96 |
| Bunnell Auto Supply, Inc. | 722076 | 02/26/2026 | Misc Tools | 001-0549-549.5265 | 152.81 |
| Bunnell Auto Supply, Inc. | 722427 | 03/04/2026 | PW Blanket PO for vehicle ma.. | 001-0541-541.4620 | 188.97 |
| Bunnell Auto Supply, Inc. | 722495 | 03/05/2026 | PW Blanket PO for vehicle ma.. | 001-0541-541.4620 | 27.18 |
| | | | | **Vendor Bunnell Auto Supply, Inc. Total:** | **512.92** |
| **Vendor: Charter Communications Holdings, LLC** | | | | | |
| Charter Communications Hol... | 126330201030126 | 03/01/2026 | 100 Utility 3/01-3/31/26 | 401-0533-533.4100 | 390.00 |
| Charter Communications Hol... | 252250601030126 | 03/01/2026 | 2400 Commerce 3/01-3/31/... | 001-0519-519.4100 | 855.00 |
| | | | | **Vendor Charter Communications Holdings, LLC Total:** | **1,245.00** |
| **Vendor: Cintas Corporation NO 2** | | | | | |
| Cintas Corporation NO 2 | 4260431577 | 02/23/2026 | Uniform Rental/Maint | 402-0534-534.5220 | 55.55 |
| Cintas Corporation NO 2 | 4261206623 | 03/02/2026 | Uniform Rental/Maint | 402-0534-534.5220 | 55.55 |
| | | | | **Vendor Cintas Corporation NO 2 Total:** | **111.10** |
| **Vendor: City of Bunnell - WS O&M** | | | | | |
| City of Bunnell - WS O&M | INV0015400 | 02/27/2025 | 02-2503-00 February | 404-0535-535.4300 | 90.19 |
| City of Bunnell - WS O&M | INV0015397 | 02/27/2026 | 01-0040-01 February 2026 | 001-0572-572.4300 | 660.01 |
| City of Bunnell - WS O&M | INV0015398 | 02/27/2026 | 01-5270-01 February 2026 | 401-0533-533.4300 | 182.76 |
| City of Bunnell - WS O&M | INV0015399 | 02/27/2026 | 01-5271-01 February 2026 | 001-0519-519.4300 | 1,073.93 |
| City of Bunnell - WS O&M | INV0015401 | 02/27/2026 | 02-2505-00 February 2026 | 404-0535-535.4300 | 90.18 |
| City of Bunnell - WS O&M | INV0015402 | 02/27/2026 | 02-3191-00 February 2026 | 001-0541-541.4300 | 89.92 |
| City of Bunnell - WS O&M | INV0015403 | 02/27/2026 | 03-0161-00 February 2026 | 404-0535-535.4300 | 89.92 |
| City of Bunnell - WS O&M | INV0015404 | 02/27/2026 | 03-0320-01 February 2026 | 001-0572-572.4300 | 482.21 |
| City of Bunnell - WS O&M | INV0015405 | 02/27/2026 | 03-0370-01 February 2026 | 001-0572-572.4300 | 391.24 |
| City of Bunnell - WS O&M | INV0015406 | 02/27/2026 | 03-0545-00 February 2026 | 404-0535-535.4300 | 90.29 |
| City of Bunnell - WS O&M | INV0015407 | 02/27/2026 | 03-1541-00 February 2026 | 404-0535-535.4300 | 90.06 |
| City of Bunnell - WS O&M | INV0015408 | 02/27/2026 | 03-4991-00 February 2026 | 001-0541-541.4300 | 89.92 |
| City of Bunnell - WS O&M | INV0015409 | 02/27/2026 | 03-5151-00 February 2026 | 001-0541-541.4300 | 89.92 |
| City of Bunnell - WS O&M | INV0015410 | 02/27/2026 | 03-5191-00 February 2026 | 001-0572-572.4300 | 89.92 |
| City of Bunnell - WS O&M | INV0015411 | 02/27/2026 | 03-5240-01 February 2026 | 404-0535-535.4300 | 445.88 |
| City of Bunnell - WS O&M | INV0015412 | 02/27/2026 | 03-5260-001 February 2026 | 001-0541-541.4300 | 516.83 |
| City of Bunnell - WS O&M | INV0015413 | 02/27/2026 | 04-0085-00 February 2026 | 404-0535-535.4300 | 90.66 |
| City of Bunnell - WS O&M | INV0015414 | 02/27/2026 | 04-0170-02 February 2026 | 404-0535-535.4300 | 90.04 |
| City of Bunnell - WS O&M | INV0015415 | 02/27/2026 | 04-1140-01 February 2026 | 001-0572-572.4300 | 368.15 |
| City of Bunnell - WS O&M | INV0015416 | 02/27/2026 | 04-2181-00 February 2026 | 404-0535-535.4300 | 115.71 |

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| City of Bunnell - WS O&M | INV0015417 | 02/27/2026 | 04-3031-00 February 2026 | 001-0541-541.4300 | 89.92 |
| City of Bunnell - WS O&M | INV0015418 | 02/27/2026 | 04-3032-00 February 2026 | 404-0535-535.4300 | 90.11 |
| City of Bunnell - WS O&M | INV0015419 | 02/27/2026 | 04-3360-01 February 2026 | 404-0535-535.4300 | 89.92 |
| City of Bunnell - WS O&M | INV0015420 | 02/27/2026 | 06-0327-01 February 2026 | 404-0535-535.4300 | 90.41 |
| | | | | **Vendor City of Bunnell - WS O&M Total:** | **5,588.10** |
| **Vendor: CPH, LLC** | | | | | |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.7 SRF & Grant Project... | 404-0535-535.6200 | 5,000.00 |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.5 Review RFI's, Field O... | 404-0535-535.6200 | 3,500.00 |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.8 Observe Constr & D... | 404-0535-535.6200 | 20,000.00 |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.2 General Project Adm.. | 404-0535-535.6200 | 11,200.00 |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.13 Electrical Constr A... | 404-0535-535.6200 | 23,645.98 |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.6 Review Payment Ap... | 404-0535-535.6200 | 5,784.75 |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.3 Progress Meeting At... | 404-0535-535.6200 | 6,214.00 |
| CPH, LLC | 174727 | 02/20/2026 | Task 1.4 Review Submittals a... | 404-0535-535.6200 | 16,500.00 |
| | | | | **Vendor CPH, LLC Total:** | **91,844.73** |
| **Vendor: DG Hardware, Inc.** | | | | | |
| DG Hardware, Inc. | 124335 | 12/18/2025 | Concrete Mix | 404-0535-535.5200 | 81.41 |
| DG Hardware, Inc. | 124197 | 12/02/2025 | Sealant | 402-0534-534.4640 | 12.23 |
| DG Hardware, Inc. | 124798 | 02/13/2026 | Misc Supplies | 001-0572-572.5200 | 44.99 |
| DG Hardware, Inc. | 124822 | 02/17/2026 | Misc Supplies | 001-0572-572.5200 | 106.04 |
| DG Hardware, Inc. | 124840 | 02/18/2026 | Misc Supplies | 001-0572-572.5200 | 19.37 |
| DG Hardware, Inc. | 124848 | 02/19/2026 | Misc Supplies | 001-0541-541.5200 | 27.15 |
| DG Hardware, Inc. | 124852 | 02/19/2026 | Misc Supplies | 001-0572-572.5200 | 7.74 |
| DG Hardware, Inc. | 124853 | 02/19/2026 | Misc Supplies | 001-0572-572.5200 | 65.38 |
| DG Hardware, Inc. | 124865 | 02/20/2026 | Key Kwikset | 001-0572-572.5200 | 7.98 |
| DG Hardware, Inc. | 124869 | 02/20/2026 | Misc Supplies | 001-0572-572.5200 | 30.58 |
| DG Hardware, Inc. | 124910 | 02/26/2026 | Misc Supplies | 001-0541-541.5200 | 11.01 |
| DG Hardware, Inc. | 124913 | 02/26/2026 | Misc Supplies | 001-0572-572.5200 | 46.95 |
| DG Hardware, Inc. | 124915 | 02/26/2026 | Misc Supplies | 001-0541-541.5200 | 11.40 |
| DG Hardware, Inc. | 124926 | 02/27/2026 | Hose Bib | 401-0533-533.4610 | 22.02 |
| DG Hardware, Inc. | 124751 | 02/09/2026 | Misc Supplies | 001-0572-572.5200 | 26.09 |
| DG Hardware, Inc. | 124950 | 03/03/2026 | Key Kwikset | 001-0572-572.5200 | 7.98 |
| DG Hardware, Inc. | 288665 | 03/03/2026 | Misc Supplies | 001-0541-541.5200 | 35.94 |
| | | | | **Vendor DG Hardware, Inc. Total:** | **564.26** |
| **Vendor: Dolan Consulting Group, LLC** | | | | | |
| Dolan Consulting Group, LLC | W2839-0326-0022-0022 | 03/09/2026 | Police Ethics Training Brannon | 001-0521-521.5500 | 125.00 |
| | | | | **Vendor Dolan Consulting Group, LLC Total:** | **125.00** |
| **Vendor: Energy Air, Inc.** | | | | | |
| Energy Air, Inc. | 1321338 | 03/12/2026 | Quarterly Maintenance 2400... | 001-0519-519.3401 | 1,425.00 |
| | | | | **Vendor Energy Air, Inc. Total:** | **1,425.00** |
| **Vendor: Engineered Spray Solutions LLC** | | | | | |
| Engineered Spray Solutions L... | 714493E | 01/07/2026 | 9 Manhole Rehab | 404-0535-535.6300 | 66,897.24 |
| | | | | **Vendor Engineered Spray Solutions LLC Total:** | **66,897.24** |
| **Vendor: Enterprise FM Trust - Enterprise Fleet Management Customer Billing** | | | | | |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | PD Lease | 001-0521-521.4400 | 14,822.93 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | PD Maint Repair | 001-0521-521.4620 | 351.88 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Community Dev Lease | 001-0524-524.4400 | 195.94 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Community Dev Maint | 001-0524-524.4620 | 32.06 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Public Works Lease | 001-0541-541.4400 | 1,675.95 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Public Works Maint Repair | 001-0541-541.4620 | 189.52 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Fleet Lease | 001-0549-549.4400 | 3,153.63 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Fleet Maint Repair | 001-0549-549.4620 | 65.87 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Parks and Rec Lease | 001-0572-572.4400 | 1,185.11 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Parks and Rec Maint Repair | 001-0572-572.4620 | 192.01 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Building Dept Lease | 118-0524-524.4400 | 195.94 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Building Dept Maint Repair | 118-0524-524.4620 | 32.07 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Water Lease | 401-0533-533.4400 | 403.27 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Water Split Lease | 401-0533-533.4400 | 1,325.67 |

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Water Maint Repair | 401-0533-533.4620 | 100.25 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Water Split Maint Repair | 401-0533-533.4620 | 163.28 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Solid Waste Lease | 402-0534-534.4400 | 916.95 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Solid Waste Maint Repair | 402-0534-534.4620 | 86.74 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Waste Water Split Lease | 404-0535-535.4400 | 1,325.67 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Waste water lease | 404-0535-535.4400 | 1,265.92 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Waste Water Maint Repair | 404-0535-535.4620 | 90.03 |
| Enterprise FM Trust - Enterpr... | FBN5580758 | 03/04/2026 | Waste Water Split Maint | 404-0535-535.4620 | 163.28 |
| | | | **Vendor Enterprise FM Trust - Enterprise Fleet Management Customer Billing Total:** | | **27,933.97** |
| **Vendor: Expert Chemical Sales & Service LLC** | | | | | |
| Expert Chemical Sales & Serv... | 072190 | 01/14/2026 | Cleaning Supplies | 001-0572-572.5200 | 1,095.00 |
| Expert Chemical Sales & Serv... | 072243 | 02/23/2026 | Cleaning Supplies | 001-0572-572.5200 | 550.00 |
| | | | | **Vendor Expert Chemical Sales & Service LLC Total:** | **1,645.00** |
| **Vendor: FEC ROW LLC** | | | | | |
| FEC ROW LLC | 46629263 | 01/09/2026 | Tenant 753096 Taxes 086+0... | 001-0541-541.4400 | 393.91 |
| | | | | **Vendor FEC ROW LLC Total:** | **393.91** |
| **Vendor: Ferguson Waterworks** | | | | | |
| Ferguson Waterworks | 2207990 | 01/28/2026 | flags | 401-0533-533.5205 | 202.35 |
| Ferguson Waterworks | 2207990 | 01/28/2026 | Flagshooter | 401-0533-533.5264 | 179.93 |
| Ferguson Waterworks | 2207990 | 01/28/2026 | flags | 404-0535-535.5200 | 202.35 |
| Ferguson Waterworks | 2207990 | 01/28/2026 | Flagshooter | 404-0535-535.5264 | 179.94 |
| Ferguson Waterworks | 2208292 | 01/08/2026 | Water Supplies | 401-0533-533.5205 | 332.50 |
| Ferguson Waterworks | 2208292 | 01/08/2026 | Water Supplies | 404-0535-535.5200 | 332.50 |
| Ferguson Waterworks | 2215696 | 02/20/2026 | Water Supplies | 401-0533-533.5205 | 132.50 |
| Ferguson Waterworks | 2215696 | 02/20/2026 | Water Supplies | 404-0535-535.5200 | 132.50 |
| Ferguson Waterworks | 2218095 | 02/20/2026 | Fire Hydrant Road Reflectors | 401-0533-533.5205 | 2,187.90 |
| | | | | **Vendor Ferguson Waterworks Total:** | **3,882.47** |
| **Vendor: Flagler County Board of County Commissioners** | | | | | |
| Flagler County Board of Coun... | 12080 | 03/03/2026 | Fuel reimbursement February.. | 001-0521-521.5210 | 82.27 |
| | | | | **Vendor Flagler County Board of County Commissioners Total:** | **82.27** |
| **Vendor: Flagler Inspections LLC** | | | | | |
| Flagler Inspections LLC | 0220D | 02/24/2026 | Services for 2/6-2/23/26 | 118-0524-524.3401 | 2,245.00 |
| | | | | **Vendor Flagler Inspections LLC Total:** | **2,245.00** |
| **Vendor: Florida Health Care Plans, Inc.** | | | | | |
| Florida Health Care Plans, Inc. | 344773 | 02/01/2026 | T-66 February 2026 Group N... | 001-2184000 | 48,761.99 |
| Florida Health Care Plans, Inc. | 344774 | 02/01/2026 | T-23 February 2026 Group N... | 001-2184500 | 1,949.44 |
| Florida Health Care Plans, Inc. | 344775 | 02/01/2026 | T-23 February 2026 Group N... | 001-2184000 | 3,959.16 |
| | | | | **Vendor Florida Health Care Plans, Inc. Total:** | **54,670.59** |
| **Vendor: Freese and Nichols, Inc.** | | | | | |
| Freese and Nichols, Inc. | 1398697 | 02/24/2026 | Stormwater Utility Fee Study | 001-0538-538.3100 | 7,864.75 |
| | | | | **Vendor Freese and Nichols, Inc. Total:** | **7,864.75** |
| **Vendor: FULL CIRCLE TRAINING SOLUTIONS** | | | | | |
| FULL CIRCLE TRAINING SOLUT.. | 260090 | 02/23/2026 | NIBRS Training | 001-0521-521.5500 | 918.00 |
| | | | | **Vendor FULL CIRCLE TRAINING SOLUTIONS Total:** | **918.00** |
| **Vendor: GEOTAB USA, INC** | | | | | |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 001-0524-524.4100 | 21.52 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 001-0524-524.4100 | 18.27 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 001-0541-541.4100 | 79.29 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 001-0549-549.4100 | 21.52 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 001-0572-572.4100 | 60.04 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 401-0533-533.4100 | 119.67 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 402-0534-534.4100 | 98.52 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 402-0534-534.4100 | 82.27 |
| GEOTAB USA, INC | 476211 | 02/28/2026 | Billing Period February 2026 | 404-0535-535.4100 | 119.66 |
| | | | | **Vendor GEOTAB USA, INC Total:** | **620.76** |

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| **Vendor: Giovanni Caldern** | | | | | |
| Giovanni Caldern | INV0015424 | 02/25/2026 | Refund of Fire fee | 001-3291000 | 30.00 |
| | | | | **Vendor Giovanni Caldern Total:** | **30.00** |
| **Vendor: Guardian Equipment, Inc** | | | | | |
| Guardian Equipment, Inc | 20759-1 | 01/05/2026 | Storage Tanks - 01 – Engineer.. | 404-0535-535.6200 | 2,500.00 |
| Guardian Equipment, Inc | 20759-1 | 01/05/2026 | Metering Pumps - 04 – Alumi... | 404-0535-535.6200 | 34,000.00 |
| Guardian Equipment, Inc | 20759-1 | 01/05/2026 | Metering Pumps - 05 – Sodi... | 404-0535-535.6200 | 37,000.00 |
| Guardian Equipment, Inc | 20759-1 | 01/05/2026 | Metering Pumps - 03 – Suppl... | 404-0535-535.6200 | 31,000.00 |
| Guardian Equipment, Inc | 20759-1 | 01/05/2026 | 5% Retainage | 404-2050000 | -5,225.00 |
| Guardian Equipment, Inc | 20845 | 02/16/2026 | Metering Pumps - 01 – Engin... | 404-0535-535.6200 | 2,500.00 |
| Guardian Equipment, Inc | 20845 | 02/16/2026 | Storage Tanks - 02 – Double... | 404-0535-535.6200 | 110,500.00 |
| Guardian Equipment, Inc | 20845 | 02/16/2026 | 5% Retainage | 404-2050000 | -5,650.00 |
| | | | | **Vendor Guardian Equipment, Inc Total:** | **206,625.00** |
| **Vendor: Hawkins Inc** | | | | | |
| Hawkins Inc | 7346995 | 02/26/2026 | WWTP CHEMICALS | 404-0535-535.5200 | 1,210.00 |
| Hawkins Inc | 7352804 | 03/05/2026 | WWTP CHEMICALS | 404-0535-535.5200 | 907.50 |
| Hawkins Inc | 7352805 | 03/05/2026 | WTP CHEMICALS | 401-0533-533.5205 | 1,680.25 |
| | | | | **Vendor Hawkins Inc Total:** | **3,797.75** |
| **Vendor: InfoSend, Inc.** | | | | | |
| InfoSend, Inc. | 305230 | 02/28/2026 | Illicit Discharge insert Printing | 001-0538-538.4700 | 223.02 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/24 Past Due Postage | 401-0533-533.4200 | 73.99 |
| InfoSend, Inc. | 305230 | 02/28/2026 | Conserve Insert Postage | 401-0533-533.4200 | 322.00 |
| InfoSend, Inc. | 305230 | 02/28/2026 | Illicit Discharge Insert Postage | 401-0533-533.4200 | 318.98 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 1/30 Bills Printing | 401-0533-533.4700 | 118.57 |
| InfoSend, Inc. | 305230 | 02/28/2026 | Conserve Insert Printing | 401-0533-533.4700 | 224.70 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/24 Past Due Printing | 401-0533-533.4700 | 24.49 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/27 Bills Printing | 401-0533-533.4700 | 119.49 |
| InfoSend, Inc. | 305230 | 02/28/2026 | Conserve Insert Postage | 402-0534-534.4200 | 322.00 |
| InfoSend, Inc. | 305230 | 02/28/2026 | Illicit Discharge Insert Postage | 402-0534-534.4200 | 318.98 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/24 Past Due Postage | 402-0534-534.4200 | 73.99 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/24 Past Due Printing | 402-0534-534.4700 | 24.49 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/27 Bills Printing | 402-0534-534.4700 | 119.49 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 1/30 Bills Printing | 402-0534-534.4700 | 118.57 |
| InfoSend, Inc. | 305230 | 02/28/2026 | Illicit Discharge Insert Postage | 404-0535-535.4200 | 318.98 |
| InfoSend, Inc. | 305230 | 02/28/2026 | Conserve Insert Postage | 404-0535-535.4200 | 322.00 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/24 Past Due Postage | 404-0535-535.4200 | 73.99 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 1/30 Bills Printing | 404-0535-535.4700 | 118.57 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/24 Past Due Printing | 404-0535-535.4700 | 24.49 |
| InfoSend, Inc. | 305230 | 02/28/2026 | 2/27 Bills Printing | 404-0535-535.4700 | 119.49 |
| | | | | **Vendor InfoSend, Inc. Total:** | **3,380.28** |
| **Vendor: J.J. Keller & Associates, Inc.** | | | | | |
| J.J. Keller & Associates, Inc. | 9110711951 | 11/21/2025 | Employment Posters | 001-0513-513.5400 | 258.45 |
| | | | | **Vendor J.J. Keller & Associates, Inc. Total:** | **258.45** |
| **Vendor: Lawson Products Inc** | | | | | |
| Lawson Products Inc | 9313272673 | 03/04/2026 | Misc Supplies | 001-0541-541.5200 | 26.46 |
| | | | | **Vendor Lawson Products Inc Total:** | **26.46** |
| **Vendor: Little Electrical Solutions, LLC** | | | | | |
| Little Electrical Solutions, LLC | 23774 | 02/10/2026 | 405 E Drain St | 001-0541-541.4610 | 11.00 |
| Little Electrical Solutions, LLC | 23774 | 02/10/2026 | 405 E Drain St | 001-0549-549.4600 | 10.00 |
| Little Electrical Solutions, LLC | 23774 | 02/10/2026 | 405 E Drain St | 001-0572-572.4610 | 11.00 |
| Little Electrical Solutions, LLC | 23774 | 02/10/2026 | 405 E Drain St | 402-0534-534.4600 | 10.00 |
| | | | | **Vendor Little Electrical Solutions, LLC Total:** | **42.00** |
| **Vendor: Lowe's Companies, Inc** | | | | | |
| Lowe's Companies, Inc | 89624 | 02/25/2026 | Flex Head Ratchet Wrench | 401-0533-533.5265 | 32.30 |
| Lowe's Companies, Inc | 91189 | 02/25/2026 | Misc Supplies | 001-0541-541.5200 | 413.58 |
| Lowe's Companies, Inc | 93072 | 02/26/2026 | Misc Supplies | 001-0541-541.5200 | 73.22 |
| | | | | **Vendor Lowe's Companies, Inc Total:** | **519.10** |

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| **Vendor: NextEra Energy Inc** | | | | | |
| NextEra Energy Inc | INV0015449 | 02/28/2026 | 06115-08987 1/29-2/28/26 ... | 404-0535-535.4300 | 38.55 |
| NextEra Energy Inc | INV0015455 | 02/28/2026 | 16455-03937 1/29-2/28/26 ... | 001-0541-541.4300 | 453.23 |
| NextEra Energy Inc | INV0015456 | 02/28/2026 | 16525-04919 1/29-2/28/26 ... | 404-0535-535.4300 | 7,721.39 |
| NextEra Energy Inc | INV0015457 | 02/28/2026 | 16885-09957 1/29-2/28/26 ... | 404-0535-535.4300 | 40.10 |
| NextEra Energy Inc | INV0015462 | 02/28/2026 | 27076-01973 1/29-2/28/26 ... | 404-0535-535.4300 | 34.73 |
| NextEra Energy Inc | INV0015463 | 02/28/2026 | 27516-03917 1/29-2/28/26 ... | 404-0535-535.4300 | 106.32 |
| NextEra Energy Inc | INV0015474 | 02/28/2026 | 50935-93118 1/29-2/28/26 ... | 001-0519-519.4300 | 65.72 |
| NextEra Energy Inc | INV0015475 | 02/28/2026 | 51926-14112 1/29-2/28/26 ... | 001-0519-519.4300 | 293.09 |
| NextEra Energy Inc | INV0015476 | 02/28/2026 | 56661-53118 1/29-2/28/26 ... | 001-0519-519.4300 | 195.64 |
| NextEra Energy Inc | INV0015467 | 03/03/2026 | 37390-07957 2/2-3/3/26 ST-... | 001-0541-541.4300 | 7,436.26 |
| NextEra Energy Inc | INV0015468 | 03/03/2026 | 37400-05982 2/2-3/3/26 Traf.. | 001-0541-541.4300 | 250.07 |
| NextEra Energy Inc | INV0015472 | 03/03/2026 | 48622-23445 2/2-3/6/26 ST-... | 001-0541-541.4300 | 182.04 |
| NextEra Energy Inc | INV0015471 | 03/04/2026 | 47533-10046 2/3-3/4/26 1 L... | 404-0535-535.4300 | 84.08 |
| NextEra Energy Inc | INV0015451 | 03/05/2026 | 09445-94365 2/4-3/5/26 29... | 404-0535-535.4300 | 36.07 |
| NextEra Energy Inc | INV0015495 | 03/05/2026 | 98950-01155 2/4-3/5/26 24... | 001-0519-519.4300 | 4,330.11 |
| NextEra Energy Inc | INV0015444 | 03/06/2026 | 01235-95431 2/5-3/6/26 601... | 001-0521-521.4300 | 13.82 |
| NextEra Energy Inc | INV0015445 | 03/06/2026 | 01408-42220 2/5-3/6/26 237... | 404-0535-535.4300 | 68.08 |
| NextEra Energy Inc | INV0015446 | 03/06/2026 | 04369-52212 2/5-3/6/26 313... | 404-0535-535.4300 | 34.90 |
| NextEra Energy Inc | INV0015448 | 03/06/2026 | 05365-06116 2/5-3/6/26 612... | 404-0535-535.4300 | 35.67 |
| NextEra Energy Inc | INV0015450 | 03/06/2026 | 08857-07703 2/5-3/6/26 100... | 401-0533-533.4300 | 4,122.18 |
| NextEra Energy Inc | INV0015452 | 03/06/2026 | 10518-49402 2/5-3/6/26 100... | 001-0541-541.4300 | 81.47 |
| NextEra Energy Inc | INV0015453 | 03/06/2026 | 14322-90094 2/5-3/6/26 202... | 001-0572-572.4300 | 926.81 |
| NextEra Energy Inc | INV0015454 | 03/06/2026 | 16239-97200 2/5-3/6/26 800... | 001-0541-541.4300 | 39.61 |
| NextEra Energy Inc | INV0015458 | 03/06/2026 | 19639-02331 2/5-3/6/26 411... | 001-0521-521.4300 | 13.82 |
| NextEra Energy Inc | INV0015459 | 03/06/2026 | 24515-76322 2/5-3/6/26 300... | 001-0572-572.4300 | 162.88 |
| NextEra Energy Inc | INV0015460 | 03/06/2026 | 25840-57588 2/5-3/6/26 22... | 001-0541-541.4300 | 32.65 |
| NextEra Energy Inc | INV0015461 | 03/06/2026 | 26391-00821 2/5-3/6/26 10... | 404-0535-535.4300 | 36.95 |
| NextEra Energy Inc | INV0015464 | 03/06/2026 | 28635-95142 2/5-3/6/26 400... | 001-0572-572.4300 | 87.36 |
| NextEra Energy Inc | INV0015465 | 03/06/2026 | 29732-82177 2/5-3/6/26 201... | 001-0521-521.4300 | 13.82 |
| NextEra Energy Inc | INV0015466 | 03/06/2026 | 34080-03816 2/5-3/6/26 410... | 404-0535-535.4300 | 73.59 |
| NextEra Energy Inc | INV0015469 | 03/06/2026 | 38244-16469 2/5-3/6/26 301... | 404-0535-535.4300 | 176.25 |
| NextEra Energy Inc | INV0015470 | 03/06/2026 | 46834-52215 2/5-3/6/26 207... | 001-0521-521.4300 | 35.09 |
| NextEra Energy Inc | INV0015473 | 03/06/2026 | 48784-38110 2/5-3/6/26 210... | 001-0521-521.4300 | 35.52 |
| NextEra Energy Inc | INV0015477 | 03/06/2026 | 56811-06810 2/5-3/6/26 208... | 001-0541-541.4300 | 116.03 |
| NextEra Energy Inc | INV0015478 | 03/06/2026 | 56821-04848 2/5-3/6/26 202... | 001-0541-541.4300 | 28.52 |
| NextEra Energy Inc | INV0015479 | 03/06/2026 | 56831-02874 2/5-3/6/26 200... | 001-0541-541.4300 | 85.57 |
| NextEra Energy Inc | INV0015480 | 03/06/2026 | 59268-64496 2/5-3/6/26 100... | 401-0533-533.4300 | 100.03 |
| NextEra Energy Inc | INV0015481 | 03/06/2026 | 60520-97182 2/5-3/6/26 205... | 001-0521-521.4300 | 13.82 |
| NextEra Energy Inc | INV0015482 | 03/06/2026 | 66101-01831 2/5-3/6/26 200... | 001-0572-572.4300 | 246.37 |
| NextEra Energy Inc | INV0015483 | 03/06/2026 | 66311-06884 2/5-3/6/26 200... | 001-0541-541.4300 | 48.10 |
| NextEra Energy Inc | INV0015484 | 03/06/2026 | 67305-62219 2/5-3/6/26 410... | 001-0521-521.4300 | 34.71 |
| NextEra Energy Inc | INV0015485 | 03/06/2026 | 67468-67586 2/5-3/6/26 25... | 001-0541-541.4300 | 32.65 |
| NextEra Energy Inc | INV0015486 | 03/06/2026 | 68117-21478 2/5-3/6/26 400... | 001-0521-521.4300 | 13.82 |
| NextEra Energy Inc | INV0015487 | 03/06/2026 | 68886-29323 2/5-3/6/25 847... | 404-0535-535.4300 | 37.86 |
| NextEra Energy Inc | INV0015488 | 03/06/2026 | 69938-28117 2/5-3/6/26 90 E.. | 001-0521-521.4300 | 35.56 |
| NextEra Energy Inc | INV0015489 | 03/06/2026 | 76171-09884 2/5-3/6/26 17... | 404-0535-535.4300 | 86.66 |
| NextEra Energy Inc | INV0015490 | 03/06/2026 | 79034-46115 2/5-3/6/26 410... | 001-0521-521.4300 | 13.82 |
| NextEra Energy Inc | INV0015491 | 03/06/2026 | 82864-01883 2/5-3/6/26 22... | 404-0535-535.4300 | 41.51 |
| NextEra Energy Inc | INV0015492 | 03/06/2026 | 90810-48119 2/5-3/6/26 302... | 404-0535-535.4300 | 34.66 |
| NextEra Energy Inc | INV0015493 | 03/06/2026 | 93326-99348 2/5-3/6/26 312... | 001-0521-521.4300 | 13.82 |
| NextEra Energy Inc | INV0015494 | 03/06/2026 | 95527-02467 2/5-3/6/26 13... | 404-0535-535.4300 | 34.90 |
| | | | | **Vendor NextEra Energy Inc Total:** | **28,276.28** |
| **Vendor: Nicholson A/C & Heating, Inc.** | | | | | |
| Nicholson A/C & Heating, Inc. | 88571 | 01/01/2026 | Ice Machine Rental January ... | 001-0541-541.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88571 | 01/01/2026 | Ice Machine Rental January ... | 001-0549-549.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88571 | 01/01/2026 | Ice Machine Rental January ... | 001-0572-572.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88571 | 01/01/2026 | Ice Machine Rental January ... | 402-0534-534.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88323 | 12/01/2025 | Ice Machine Rental Decembe... | 001-0541-541.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88323 | 12/01/2025 | Ice Machine Rental Decembe... | 001-0549-549.4400 | 43.75 |

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| Nicholson A/C & Heating, Inc. | 88323 | 12/01/2025 | Ice Machine Rental Decembe... | 001-0572-572.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88323 | 12/01/2025 | Ice Machine Rental Decembe... | 402-0534-534.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88804 | 02/01/2026 | Ice Machine Rental February... | 001-0541-541.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88804 | 02/01/2026 | Ice Machine Rental February... | 001-0549-549.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88804 | 02/01/2026 | Ice Machine Rental February... | 001-0572-572.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 88804 | 02/01/2026 | Ice Machine Rental February... | 402-0534-534.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 89071 | 03/01/2026 | Ice Machine Rental March 2... | 001-0541-541.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 89071 | 03/01/2026 | Ice Machine Rental March 2... | 001-0549-549.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 89071 | 03/01/2026 | Ice Machine Rental March 2... | 001-0572-572.4400 | 43.75 |
| Nicholson A/C & Heating, Inc. | 89071 | 03/01/2026 | Ice Machine Rental March 2... | 402-0534-534.4400 | 43.75 |
| | | | | **Vendor Nicholson A/C & Heating, Inc. Total:** | **700.00** |
| **Vendor: North America Fire Equipment Co Inc** | | | | | |
| North America Fire Equipme... | 1352582-0 | 02/18/2026 | Rev-Tac Pants | 001-0521-521.5220 | 54.89 |
| | | | | **Vendor North America Fire Equipment Co Inc Total:** | **54.89** |
| **Vendor: Northeast Florida Regional Council** | | | | | |
| Northeast Florida Regional C... | 26-082 | 02/25/2026 | Bunnell Vision Plan | 001-0524-524.3400 | 5,000.00 |
| | | | | **Vendor Northeast Florida Regional Council Total:** | **5,000.00** |
| **Vendor: OTTO Environmental Systems NA, Inc.** | | | | | |
| OTTO Environmental Systems.. | INV-61123R | 03/04/2026 | Otto Cart Rpair parts- Pins | 402-0534-534.5264 | 100.00 |
| OTTO Environmental Systems.. | INV-61123R | 03/04/2026 | SW Toters 95 Gallon | 402-0534-534.5264 | 8,850.00 |
| OTTO Environmental Systems.. | INV-61123R | 03/04/2026 | Otto Cart Rpair parts- Lids | 402-0534-534.5264 | 1,700.00 |
| | | | | **Vendor OTTO Environmental Systems NA, Inc. Total:** | **10,650.00** |
| **Vendor: Pace Analytical Services, LLC** | | | | | |
| Pace Analytical Services, LLC | 2635714662 | 02/28/2026 | WTP LAB TESTING | 401-0533-533.3401 | 1,040.82 |
| | | | | **Vendor Pace Analytical Services, LLC Total:** | **1,040.82** |
| **Vendor: Palm Coast Observer, LLC** | | | | | |
| Palm Coast Observer, LLC | 2026ci-2100 | 02/18/2026 | Ordinance 2026 | 001-0524-524.4800 | 563.72 |
| Palm Coast Observer, LLC | 2026-272977 | 02/25/2026 | Ordinance 2026-04 | 001-0512-512.4800 | 124.87 |
| Palm Coast Observer, LLC | 2026ci-2122 | 02/27/2026 | Ads 331191,331193 | 001-0524-524.4800 | 449.33 |
| Palm Coast Observer, LLC | 2026-272978 | 03/04/2026 | Ordinance 2026-04 | 001-0512-512.4800 | 124.87 |
| | | | | **Vendor Palm Coast Observer, LLC Total:** | **1,262.79** |
| **Vendor: PC Construction Company** | | | | | |
| PC Construction Company | PAYAPP 18 | 03/09/2026 | GMP 2 WWTF BNR Improve... | 404-0535-535.6200 | 770,719.89 |
| PC Construction Company | PAYAPP 18 | 03/09/2026 | Retainage | 404-2050000 | -38,536.00 |
| | | | | **Vendor PC Construction Company Total:** | **732,183.89** |
| **Vendor: Power & Pumps Inc** | | | | | |
| Power & Pumps Inc | 9359065 | 03/04/2026 | REPLACE PARTS ON 6CNWX4... | 404-0535-535.4640 | 5,985.47 |
| | | | | **Vendor Power & Pumps Inc Total:** | **5,985.47** |
| **Vendor: Preferred Governmental Insurance Trust** | | | | | |
| Preferred Governmental Insu... | COM#70224-7-04/2026 | 04/01/2026 | Agreement #WC FL1 0182002.. | 001-2182000 | 7,528.00 |
| | | | | **Vendor Preferred Governmental Insurance Trust Total:** | **7,528.00** |
| **Vendor: Prototek Corporation** | | | | | |
| Prototek Corporation | 209129 | 01/08/2026 | Misc Equipment Repair | 401-0533-533.4640 | 107.50 |
| Prototek Corporation | 209129 | 01/08/2026 | Misc Equipment Repair | 404-0535-535.4640 | 107.50 |
| | | | | **Vendor Prototek Corporation Total:** | **215.00** |
| **Vendor: Public Risk Insurance Advisors** | | | | | |
| Public Risk Insurance Advisors | 23986283 | 03/02/2026 | Policy #PK FL1 0182002 25-23 | 001-1551000 | 126,344.50 |
| | | | | **Vendor Public Risk Insurance Advisors Total:** | **126,344.50** |
| **Vendor: Raftelis Financial Cosultants, Inc.** | | | | | |
| Raftelis Financial Cosultants, ... | 44358 | 02/13/2026 | Anuual Utility Rate Study FY2... | 401-0533-533.3200 | 5,255.63 |
| Raftelis Financial Cosultants, ... | 44358 | 02/13/2026 | Anuual Utility Rate Study FY2... | 404-0535-535.3200 | 5,255.62 |
| | | | | **Vendor Raftelis Financial Cosultants, Inc. Total:** | **10,511.25** |
| **Vendor: Rayco Funding & Development, Inc** | | | | | |
| Rayco Funding & Developme... | 28512 | 02/16/2026 | Liquid Sludge Hauling | 404-0535-535.3400 | 1,875.00 |
| Rayco Funding & Developme... | 28527 | 02/23/2026 | Liquid Sludge Hauling | 404-0535-535.3400 | 1,875.00 |

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|---|---|---|---|---|
| Rayco Funding & Developme... | 28536 | 03/02/2026 | Liquid Sludge Hauling | 404-0535-535.3400 | 1,875.00 |
| | | | **Vendor Rayco Funding & Development, Inc Total:** | | **5,625.00** |
| **Vendor: Ring Power Corporation** | | | | | |
| Ring Power Corporation | 00BC0008141 | 01/15/2026 | Equipment Repair | 001-0541-541.4640 | 42.66 |
| | | | **Vendor Ring Power Corporation Total:** | | **42.66** |
| **Vendor: Rommel Scalf** | | | | | |
| Rommel Scalf | INV0015423 | 02/26/2026 | Reimbursement for Flight | 001-0521-521.4000 | 286.80 |
| | | | **Vendor Rommel Scalf Total:** | | **286.80** |
| **Vendor: Rush Truck Centers of Florida Inc** | | | | | |
| Rush Truck Centers of Florida... | 3045346717 | 03/09/2026 | Rental Truck 3/15-4/14/26 | 402-0534-534.4400 | 9,900.00 |
| | | | **Vendor Rush Truck Centers of Florida Inc Total:** | | **9,900.00** |
| **Vendor: Sean Schlobohm** | | | | | |
| Sean Schlobohm | INV0015422 | 03/02/2026 | Reimbursement for gas Veh-... | 001-0521-521.5210 | 18.30 |
| | | | **Vendor Sean Schlobohm Total:** | | **18.30** |
| **Vendor: SHI International Corp** | | | | | |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0511-511.5230 | 1,860.05 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0512-512.5230 | 1,116.03 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0513-513.5230 | 2,604.07 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0514-514.5230 | 198.58 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0516-516.5230 | 2,257.21 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Visio | 001-0516-516.5230 | 136.46 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0521-521.5230 | 5,952.16 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0524-524.5230 | 1,116.03 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0536-514.5230 | 446.42 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0541-541.5230 | 520.81 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0549-549.5230 | 744.02 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 001-0572-572.5230 | 917.97 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 118-0524-524.5230 | 744.02 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 401-0533-533.5230 | 3,125.70 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 402-0534-534.5230 | 1,141.13 |
| SHI International Corp | B20659500,59656,60186,60... | 01/12/2026 | Microsoft Office 365 Subsxcr... | 404-0535-535.5230 | 2,952.21 |
| | | | **Vendor SHI International Corp Total:** | | **25,832.87** |
| **Vendor: Sunshine State One Call of Florida, Inc** | | | | | |
| Sunshine State One Call of Fl... | PS-INV1057874 | 02/28/2026 | Monthly Assessment Billing L... | 401-0533-533.3401 | 42.04 |
| Sunshine State One Call of Fl... | PS-INV1057874 | 02/28/2026 | Monthly Assessment Billing L... | 404-0535-535.3400 | 42.04 |
| | | | **Vendor Sunshine State One Call of Florida, Inc Total:** | | **84.08** |
| **Vendor: Teco Peoples Gas** | | | | | |
| Teco Peoples Gas | 608174786450 | 03/06/2026 | Service Period 1/30-2/27/26 | 001-0519-519.4300 | 159.78 |
| | | | **Vendor Teco Peoples Gas Total:** | | **159.78** |
| **Vendor: Trillium Pumps USA, Inc.** | | | | | |
| Trillium Pumps USA, Inc. | 143545 | 12/26/2025 | Line 2 CO | 404-0535-535.6200 | 1,395.00 |
| Trillium Pumps USA, Inc. | 143545 | 12/26/2025 | Retainage | 404-2050000 | -69.75 |
| | | | **Vendor Trillium Pumps USA, Inc. Total:** | | **1,325.25** |
| **Vendor: USA Services of Florida Inc** | | | | | |
| USA Services of Florida Inc | FL12285059 | 02/28/2026 | STREET SWEEPING SERVICE | 001-0538-538.3400 | 1,300.00 |
| | | | **Vendor USA Services of Florida Inc Total:** | | **1,300.00** |
| **Vendor: Vose Law Firm, LLP** | | | | | |
| Vose Law Firm, LLP | 3312 | 03/02/2026 | Legal Fees February 2026 | 001-0514-514.3102 | 9,900.00 |
| | | | **Vendor Vose Law Firm, LLP Total:** | | **9,900.00** |
| **Vendor: Waste Management Inc. of Flagler Transfer Station** | | | | | |
| Waste Management Inc. of F... | 0001164-4636-0 | 03/02/2026 | Service Period 2/01-2/28/26 | 402-0534-534.3400 | 1,698.63 |
| Waste Management Inc. of F... | 0001690-4636-4 | 03/02/2026 | Service Period 2/01-2/28/26 | 001-0538-538.3400 | 54.47 |
| Waste Management Inc. of F... | 0001690-4636-4 | 03/02/2026 | Service Period 2/01-2/28/26 | 402-0534-534.3400 | 17,267.53 |
| Waste Management Inc. of F... | 0001690-4636-4 | 03/02/2026 | Service Period 2/01-2/28/26 | 404-0535-535.4900 | 244.03 |
| | | | **Vendor Waste Management Inc. of Flagler Transfer Station Total:** | | **19,264.66** |
| | | | **Grand Total:** | | **1,497,207.80** |

## Fund Summary

| Fund | Expense Amount |
|---|---|
| 001 - GENERAL FUND | 288,414.88 |
| 118 - BUILDING DEPT FUND | 3,217.03 |
| 401 - WATER | 22,450.77 |
| 402 - SOLID WASTE | 43,127.62 |
| 404 - SEWER | 1,139,997.50 |
| **Grand Total:** | **1,497,207.80** |

## Account Summary

| Account Number | Account Name | Expense Amount |
|---|---|---|
| 001-0511-511.5230 | Software | 1,860.05 |
| 001-0512-512.4800 | Advertising | 249.74 |
| 001-0512-512.5230 | Software | 1,116.03 |
| 001-0513-513.5230 | Software | 2,604.07 |
| 001-0513-513.5400 | Memberships, Publicati… | 258.45 |
| 001-0514-514.3102 | Legal Services | 9,900.00 |
| 001-0514-514.5230 | Software | 198.58 |
| 001-0516-516.5230 | Software | 2,393.67 |
| 001-0519-519.3401 | Other Contractual Servic… | 4,117.30 |
| 001-0519-519.4100 | Communications Expense | 855.00 |
| 001-0519-519.4300 | Utilities | 6,118.27 |
| 001-0521-521.4000 | Travel / Per Diem | 286.80 |
| 001-0521-521.4300 | Utility - Public Services | 237.62 |
| 001-0521-521.4400 | Rental / Lease Expense | 14,822.93 |
| 001-0521-521.4620 | Repair / Maint - Vehicles | 351.88 |
| 001-0521-521.5210 | Fuel | 100.57 |
| 001-0521-521.5220 | Uniforms Exp | 54.89 |
| 001-0521-521.5230 | Software | 5,952.16 |
| 001-0521-521.5500 | Training | 1,043.00 |
| 001-0524-524.3400 | Other Contract Services | 5,000.00 |
| 001-0524-524.4100 | Communications Expense | 39.79 |
| 001-0524-524.4400 | Rental / Lease Expense | 195.94 |
| 001-0524-524.4620 | Repair / Maint - Vehicles | 32.06 |
| 001-0524-524.4800 | Advertising / Promo Exp… | 1,013.05 |
| 001-0524-524.5230 | Software | 1,116.03 |
| 001-0536-514.5230 | Software | 446.42 |
| 001-0538-538.3100 | Professional Services | 7,864.75 |
| 001-0538-538.3400 | Other Contract Services | 1,354.47 |
| 001-0538-538.4700 | Printing & Binding | 223.02 |
| 001-0541-541.4100 | Communications Expense | 79.29 |
| 001-0541-541.4300 | Utility - Public Services | 9,662.71 |
| 001-0541-541.4400 | Rental / Lease Expense | 2,244.86 |
| 001-0541-541.4610 | Repair / Maint - Bldgs | 11.00 |
| 001-0541-541.4620 | Repair / Maint - Vehicles | 405.67 |
| 001-0541-541.4640 | Equipment Repair & Mai… | 42.66 |
| 001-0541-541.5200 | Operating Supplies | 598.76 |
| 001-0541-541.5230 | Software | 520.81 |
| 001-0541-541.5300 | Road Repair Local Option.. | 2,100.00 |
| 001-0541-541.5310 | Signage | 1,938.50 |
| 001-0549-549.4100 | Communications | 21.52 |
| 001-0549-549.4400 | Rentals & Leases | 3,328.63 |
| 001-0549-549.4600 | Repairs & Maint | 10.00 |
| 001-0549-549.4620 | Repair/Maint - Vehicles | 65.87 |
| 001-0549-549.5230 | Software | 744.02 |
| 001-0549-549.5265 | Tools | 296.77 |
| 001-0572-572.4100 | Communications Expense | 60.04 |
| 001-0572-572.4300 | Utility - Public Services | 3,414.95 |
| 001-0572-572.4400 | Rental / Lease Expense | 1,360.11 |
| 001-0572-572.4610 | Repair / Maint - Bldgs | 11.00 |
| 001-0572-572.4620 | Repair / Maint - Vehicles | 192.01 |

## Account Summary

| Account Number | Account Name | Expense Amount |
|---|---|---|
| 001-0572-572.5200 | Operating Supplies | 2,008.10 |
| 001-0572-572.5230 | Software | 917.97 |
| 001-1551000 | Prepaid Expenses - Gen | 126,344.50 |
| 001-2182000 | WC Payable | 7,528.00 |
| 001-2184000 | Med/Health Employee Li... | 52,721.15 |
| 001-2184500 | Retiree Medical | 1,949.44 |
| 001-3291000 | Other Development Fees... | 30.00 |
| 118-0524-524.3401 | Bldg/Fire Inspection Exp... | 2,245.00 |
| 118-0524-524.4400 | Rental/Lease Expense | 195.94 |
| 118-0524-524.4620 | Repair/Maint - Vehicles | 32.07 |
| 118-0524-524.5230 | Software | 744.02 |
| 401-0533-533.3200 | Accounting & Auditing E... | 5,255.63 |
| 401-0533-533.3401 | Other Contract Services | 1,082.86 |
| 401-0533-533.4100 | Communications Expense | 509.67 |
| 401-0533-533.4200 | Postage | 714.97 |
| 401-0533-533.4300 | Utility - Public Services | 4,404.97 |
| 401-0533-533.4400 | Rental / Lease Expense | 1,728.94 |
| 401-0533-533.4610 | Repair / Maint - Bldgs | 22.02 |
| 401-0533-533.4620 | Repair / Maint - Vehicles | 263.53 |
| 401-0533-533.4640 | Repair / Maint - Equipm... | 107.50 |
| 401-0533-533.4700 | Printing / Binding Expen... | 487.25 |
| 401-0533-533.5205 | Operating Supplies Exp -... | 4,535.50 |
| 401-0533-533.5230 | Software | 3,125.70 |
| 401-0533-533.5264 | Small Equipment Purcha... | 179.93 |
| 401-0533-533.5265 | Tools | 32.30 |
| 402-0534-534.3400 | Other Contract Services -... | 18,966.16 |
| 402-0534-534.4100 | Communications - Solid... | 180.79 |
| 402-0534-534.4200 | Postage - Solid Waste | 714.97 |
| 402-0534-534.4400 | Rental/Lease - Solid Was... | 10,991.95 |
| 402-0534-534.4600 | Repair / Maint - Service | 10.00 |
| 402-0534-534.4620 | Repair/Maint Vehicles - ... | 86.74 |
| 402-0534-534.4640 | Repair & Maint - Equipm... | 12.23 |
| 402-0534-534.4700 | Printing & Binding - Solid... | 262.55 |
| 402-0534-534.5220 | Uniforms - Solid Waste | 111.10 |
| 402-0534-534.5230 | Software | 1,141.13 |
| 402-0534-534.5264 | Small Equipment - Solid... | 10,650.00 |
| 404-0535-535.3200 | Accounting and Auditing | 5,255.62 |
| 404-0535-535.3400 | Other Contractual Servic... | 9,402.64 |
| 404-0535-535.4100 | Communications | 119.66 |
| 404-0535-535.4200 | Postage | 714.97 |
| 404-0535-535.4300 | Utilities | 10,185.64 |
| 404-0535-535.4400 | Rentals/Leases | 2,591.59 |
| 404-0535-535.4620 | Repairs & Maint. - Vehicl... | 253.31 |
| 404-0535-535.4640 | Repairs & Maint. - Equi... | 6,092.97 |
| 404-0535-535.4700 | Printing & Binding | 262.55 |
| 404-0535-535.4900 | Other Current Charges &... | 244.03 |
| 404-0535-535.5200 | Operating Supplies | 2,866.26 |
| 404-0535-535.5230 | Software | 2,952.21 |
| 404-0535-535.5264 | Small Equipment | 179.94 |
| 404-0535-535.6200 | Buildings | 1,081,459.62 |
| 404-0535-535.6300 | Improvements Other Th... | 66,897.24 |
| 404-2050000 | Retainage Payable | -49,480.75 |
| | **Grand Total:** | **1,497,207.80** |

## Project Account Summary

| Project Account Key | Expense Amount |
|---|---|
| **None** | 390,466.94 |
| STWAT2025-01 | 7,864.75 |

## Project Account Summary

| Project Account Key | Expense Amount |
|---|---|
| wsd2502 | 66,897.24 |
| WWTP Construction | 1,031,978.87 |
| **Grand Total:** | **1,497,207.80** |

# City of Bunnell, Florida

## Agenda Item No. C.2.

Department: City Clerk
Subject: March 9, 2026 City Commission Meeting Minutes
Agenda Section: **Consent Agenda:**

**ATTACHMENTS:**
Description
2026 03 09 Commission Minutes

**CATHERINE D. ROBINSON**
***MAYOR***

**JOHN ROGERS**
***VICE-MAYOR***

**DR. ALVIN B. JACKSON, JR.**
***CITY MANAGER***

***COMMISSIONERS:***

**PETE YOUNG**

**DAVID ATKINSON**

**DEAN SECHRIST**

*Crossroads of Flagler County*

# BUNNELL CITY COMMISSION MEETING MINUTES

**Monday, February 23, 2026 at 7:00 PM**
2400 Commerce Pkwy,
Chambers Meeting Room
Bunnell, FL 32110

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**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 of Allegiance.

**Roll Call:** Mayor Catherine D. Robinson; Vice Mayor John Rogers; Commissioner Pete Young; Commissioner David Atkinson; Commissioner Dean Sechrist; City Attorney Paul Waters; City Manager Alvin Jackson, Jr.; Infrastructure Director Dustin Vost; Community Development Director Joe Parsons; Finance Director Kristi Moss; Police Chief David Brannon; HR Manager Samantha "Sam" Peetoom; Assistant Infrastructure Director Jessica Sheeler; City Clerk Kristen Bates; Deputy City Clerk Donnie Wines

**Invocation for our Military Troops and National Leaders**
Vice Mayor Rogers said a few words about the passing of Mr. Warnell Williams and led the invocation.

**B. Introductions, Commendations, Proclamations, and Presentations:**
**B.1 Proclamation: Flood Awareness Month**
Mayor Robinson read the proclamation into the record.

**B.2 Presentation: Life Saving Award to Sergeant Adrian Zapata (Bunnell Police Department) and Deputy Caleb Tassy (Flagler County Sheriff Office)**
Chief Brannon and Lt. Groth presented Life Saving Awards to Sgt. Zapata.

**C. Consent Agenda:**
**C.1 March 9, 2026 Warrants (Fiscal Year 2024/2025 and Fiscal Year 2025/2026)**
**C.2 February 23, 2026 City Commission Minutes**
**C.3 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.4 Request Approval of Amendment No. 2 to Grant Agreement #LPA0481 with the State of Florida Department of Environmental Protection (FDEP)**
**Motion:** Approve the consent agenda as presented.
**Motion by:** Commissioner Atkinson
**Second by:** Commissioner Young
**Board discussion:** None
**Public discussion:** None
**Vote:** Motion approved unanimously.

**D. Public Comments:**

**Comments regarding items not on the Agenda. Citizens are encouraged to speak; however, comments are limited to four (4) minutes.**

Susie Worley (Black Point Rd., Unincorporated Flagler County) asked when the Coquina building would be available for rental. City Clerk Bates indicated hopefully by the end of this summer. Ms. Worley indicated the end of September would be her mouther's 95 birthday if they could have it there it would be great.

Francina Williams (E. Palm St., City of Bunnell) thanked the commission and the staff for treating the people who attend meetings and other City events like humans. She can tell that every person and staff member she has encountered has treated her with genuine kindness and a desire to help. She also spoke about her father, Warnell Williams. She is truly appreciative of those who reached out to him when in the hospital.

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

**E.1 Ordinance 2026-04 Requesting to voluntarily annex properties totaling 240.00+/- acres of land located at 261 County Road 45. - Second Reading**

Attorney Waters read the short title into the record.
**Motion:** Adopt Ordinance 2026-04 Requesting to voluntarily annex properties totaling 240.00+/- acres of land located at 261 County Road 45. - Second Reading
**Motion by:** Vice Mayor Rogers
**Second by:** Commissioner Atkinson
**Board discussion:** None
**Public discussion:** None
**Vote:** Motion approved unanimously

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

**G. Old Business: None**

**H. New Business: None**

**I. Reports:**

- **City Clerk –** None
- **Police Chief –** Presented monthly report on the Police Department statistics.
- **City Attorney –** None
- **City Manager –** Spoke about the Joint Planning Agreement presented by Flagler County; one sent to the City it was much more restrictive than indicated at the Joint Municipality meeting. The County was asking the City to give up some of its home rule authority to them and other surrounding jurisdictions; that is not something the City should want to do.

  Infrastructure Director Vose spoke to the St Johns Water Management District Phase 1 watering restrictions. There are no mandatory actions right now, but we are encourage people to take efforts to conserve water so help prevent stricter actions in the future.
- **Mayor and City Commissioners:**
  - **Commissioner Sechrist –** On February 24th he attended a presentation by Public Safety Officer Scalf about fraud. H indicated it was very well done, and he has implemented at least 2 of the items presented.
  - **Commissioner Atkinson –** None
  - **Commissioner Young –** None
  - **Vice Mayor Rogers –** Asked all to remember Mr. Williams.

- **Mayor Robinson –** stated she and others attended the One Hope Bunnell meeting on March 2nd. It was well done. Commissioner Atkinson added it was a great presentation and great interaction resulted from the meeting.

**J. Call for Adjournment.**
**Motion:** Adjourn
**Motion by:** Commissioner Atkinson
**Second by:** Vice Mayor Rogers
**Vote:** Motion approved unanimously

| | |
|---|---|
| _____ | _____ |
| Catherine D. Robinson, Mayor | Kristen Bates, MMC, 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*****

# City of Bunnell, Florida

## Agenda Item No. C.3.

Document Date: 02/23/2026 Amount: $1,846
Department: Engineering-Public Works-Parks Subject:
Request Approval to Piggyback City of Port Orange Standard Contract for Services with ACF Industrial Energy, LLC for generator maintenance and repairs RFQ-PW24BLD02
Agenda Section: **Consent Agenda:**

**Summary/Highlights:**

The Engineering Department is seeking approval to piggyback onto the City of Port Orange Standard Contract for Services RFQ-PW24BLD02 for Generator Maintenance and Repair.

Utilizing this existing competitively procured contract allows the City to obtain generator maintenance and repair services at established unit prices without conducting a separate RFP process. This approach reduces administrative time and procurement costs while ensuring the City can secure the necessary maintenance services in a timely and efficient manner.

**Background:**

The new City of Bunnell Administration and Police Department Complex was constructed as a hardened facility and includes a standby generator to provide backup power during emergencies and power outages. To maintain warranty coverage and ensure the generator remains reliable and operational, the City must enter into a maintenance and service agreement for routine inspections, preventative maintenance, and repairs.

The proposed agreement is with the same company that installed the generator, ensuring continuity of service and familiarity with the equipment and installation.

**Staff Recommendation:**

Proceed with executing the Mutual Consent Agreement for Generator Maintenance and Repairs Between ACF Industrial Energy, LLC and City of Bunnell. Agreement No.: 2026-01.

**Finance Department Review/Recommendation:**

Proceed with executing the Mutual Consent Agreement for Generator Maintenance and Repairs Between ACF Industrial Energy, LLC and City of Bunnell.  Agreement No.: 2026-01.

**City Manager Review/Recommendation:**

Approved.

# City of Bunnell, Florida

## Agenda Item No. C.4.

Document Date: 03/06/2026
Department: Community Development
Subject: Requesting approval of a work order for North Florida Professional Services to perform the City of Bunnell Vulnerability Assessment and Adaptation Plan.
Agenda Section: **Consent Agenda:**

**ATTACHMENTS:**
Description
NFPS Vulnerability Assessment and Adaptation Plan Work Order

**Summary/Highlights:**

This is a work order for North Florida Professional Services to work on the City of Bunnell Vulnerability Assessment and Adaptation Plan through an FDEP Resiliency Grant.

**Background:**

City staff applied for a FDEP Resilient Florida Grant in August 2025 and was awarded $420,000.00 from the department to perform a vulnerability assessment and create an adaptation plan. The City has partnered with North Florida Professional Services (NFPS) to perform this work under the existing contract for continuing professional planning services.

The comprehensive vulnerability assessment will be performed pursuant to Section 380.093, Florida Statutes, to identify areas that are prone to flooding events and sea level rise and how that may affect critical infrastructure assets. From this vulnerability assessment, NFPS will create an adaptation plan that will include adaptation needs and recommended strategies to address any vulnerable critical assets.

As part of the process for this project, there will be public outreach meetings and stakeholder engagement to ensure public participation. The final vulnerability assessment will also be incorporated in updating the next iteration of the Local Mitigation Strategy plan as part of the grant agreement.

**Staff Recommendation:**

Approve the work order for North Florida Professional Services to work on the City of Bunnell Vulnerability Assessment and Adaptation Plan.

**City Manager Review/Recommendation:**

Approved for agenda

**WORK AUTHORIZATION**
**FDEP Grant No. 26PLN22**

Pursuant to Contract No. 2024-13 for Professional Services dated the 28th day of May, 2024, (hereinafter the "Master Agreement") by and between the City of Bunnell, a Florida municipality, hereinafter referred to as the “City”, and North Florida Professional Services, Inc., hereinafter referred to as “Consultant”, this work authorization is made and entered into this ____ day of _____, 2026, where the parties agree as follows:

1. Scope of Services: Consultant shall be responsible for providing and shall provide the services described in the Scope of Services, which is set forth below. Any conflict between the terms and conditions set forth in this WORK AUTHORIZATION shall be resolved in favor of the Master Agreement.
    a. The Consultant shall work with the City’s project manager(s) listed below to prepare a vulnerability assessment and adaptation plan pursuant to FDEP Grant Agreement No. 26PLN22. All conditions for preparing the documents listed herein shall be determined between the Consultant and the City project manager(s). The Consultant shall abide by all terms and conditions contained within the grant agreement related to performing the vulnerability assessment and adaptation plan.
    b. Any data associated with FDEP Grant No. 26PLN22 that is collected or created, along with any documents created, shall be sent to the project manager(s) to be retained in the City’s records. All data shall be sent in a digital format.
    c. The Consultant shall submit a task work order outlining the scope of work to be performed for each task listed in the grant work plan with the associated costs for performing the work, to be reviewed and approved by the City. The task work orders shall be consistent with the grant work plan.

2. Payment:
    a. In consideration of the performance of the Scope of Services, the City agrees to pay Consultant in accordance with the chart below.

| Task No. | Task Title | Total Amount |
|---|---|---|
| 1 | Acquire Background Data | $40,000 |
| 2 | Exposure and Sensitivity Analyses | $165,000 |
| 3 | Final Vulnerability Assessment Report | $85,000 |
| 4 | Draft Adaptation Needs and Strategies | $20,000 |

| | | |
|---|---|---|
| 5 | Community Prioritization of Adaptation Needs | $35,000 |
| 6 | Final Adaptation Plan | $35,000 |
| 7 | Public Outreach Meetings and Stakeholder Engagement | $30,000 |
| 8 | Local Mitigation Strategy | 10,000 |
| | **TOTAL** | **$420,000** |

The City reserves the right to ratably withhold amounts in the event of the nonperformance of all or part of Consultant's obligations. The Consultant shall, without additional compensation, correct and revise any errors, omissions or other deficiencies in its work product, services, or materials arising from the error or omission or negligent act of Consultant.

b. Invoices shall be sent to the city project manager(s). All invoices shall contain a description of the work performed, the associated project number and task number, and any other information relevant to Grant Agreement No. 26PLN22.

3. Time for Completion: Consultant shall commence work described in the scope of services once the grant agreement is executed between FDEP and the City of Bunnell. Each task outlined in the grant work plan shall be completed prior to the task due date.

4. Project Manager: The City's Project Manager for this WORK AUTHORIZATION is:

Adrian Calderin
City Planner
Planning & Zoning Division
acalderin@bunnellcity.us
(386) 263-8809

Mary Anne Atwood
Project Manager
Infrastructure Department
matwood@bunnellcity.us
(386) 263-8818

The Consultant's Project Manager for this WORK AUTHORIZATION is:

Brandon Stubbs
Senior Planner
bstubbs@nfps.net
(386) 752-4675

Trevor Noyes

Project Manager
tnoyes@nfps.net
(386) 752-4675

5. Master Agreement and Procurement Documents: This WORK AUTHORIZATION shall be subject to the terms, conditions, and provisions of the Master Agreement and Procurement Documents.

6. Other:
   a. Following the City's execution of the grant agreement with FDEP, but prior to commencing the vulnerability assessment and adaptation plan, the Consultant shall meet with the city project manager(s) to discuss the assessment parameters and any other aspects of the work to be conducted per the grant work plan.
   b. This work authorization supersedes and voids the previous work authorization, titled "FDEP Resilient Florida Grant", executed between the Consultant and the City on August 27, 2025.

**IN WITNESS WHEREOF**, the parties hereto have executed and delivered this instrument on the days and year last indicated below and the signatories below to bind the parties set forth herein.

**CONSULTANT**

_____

Print Name: _____

Title: _____

Date: _____

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WORK AUTHORIZATION
NORTH FLORIDA PROFESSIONAL SERVICES
SIGNATURE PAGE

**CITY OF BUNNELL, FLORIDA**

_____
Catherine D. Robinson, Mayor

ATTEST:

_____
Kristen Bates, MMC, City Clerk

Approved as to Form:

_____
Vose Law Firm, City Attorney

**Seal:**

# City of Bunnell, Florida

## Agenda Item No. E.1.

Document Date: 03/02/2026
Department: Community Development
Subject: Ordinance 2026-05 Requesting to Amend the Future Land Use Map in the Future Land Use Element of the 2035 Comprehensive Plan for 4.91+/- Acres of Land from the "Agriculture & Silviculture" Designation to the "Commercial-Medium" Designation. - First Reading
Agenda Section: **Ordinances: (Legislative):**

**ATTACHMENTS:**
Description
Ordinance 2026-05 1002 Deen Rd Small-scale FLUM Amendment
Data and Analysis Report
Business Impact Statement

**Summary/Highlights:**

This is a request to amend the Future Land Use Map in the Future Land Use Element of the City of Bunnell 2035 Comprehensive Plan for 4.91+/- acres of land from the "Agriculture & Silviculture" designation to the "Commercial-Medium" designation.

There is a companion application (Ordinance 2026-06) to rezone the property from the "AG&S, Agricultural & Silviculture District" to the "B-1, Business District".

**Background:**

The applicant Mike Morgan has applied to amend the Future Land Use Map (FLUM) designation for the property located at 1002 Deen Road to the Commercial-Medium land use designation. This request is made in part to better align the property with the surrounding zonings and uses abutting the SR 100 West corridor.

The property is currently being used as outside storage and tractor trailer storage for which the applicant received special exception approval for by the PZA Board in December 2025. The property contains several small accessory structures to accommodate the storage uses. Access to the property is gained primarily from Deen Road. The property has historically been used as a storage location for FDOT in the mid 2000s before transitioning to a tree nursery/landscaping business up until 2025 when the property started to be used as outside storage/tractor trailer storage. The property is currently in the midst of coming into compliance with several conditions that were placed on the approved special exception which is currently permitting the aforementioned uses.

The surrounding areas consist of a mix between residential, commercial, and silviculture uses. The SR 100 West corridor is primarily seen with commercial uses with more residential uses located to the east of the subject property and along Deen Road. On the other side of Deen Road, south of the subject property, is the recently approved Reserve at Haw Creek Planned Unit Development. The side that borders Deen Road is conceptually planned for medium density housing.

This request is considered to be a small-scale comprehensive plan amendment and is regulated by Section 163.3187, Florida Statutes. A data and analysis report was prepared for this small-scale amendment to determine the impacts on public facilities using the best available data at the time of the report and is included within this agenda item.

**Staff Recommendation:**

Approve Ordinance 2026-05 Requesting to Amend the Future Land Use Map in the Future Land Use Element of the 2035 Comprehensive Plan for 4.91+/- Acres of Land from the "Agriculture & Silviculture" Designation to the "Commercial-Medium" Designation. - First Reading

**City Attorney Review:**

Approved for agenda

**City Manager Review/Recommendation:**

Approved for Agenda.

**ORDINANCE 2026-05**

**AN ORDINANCE OF THE CITY OF BUNNELL, FLORIDA AMENDING THE CITY OF BUNNELL 2035 COMPREHENSIVE PLAN, AS PREVIOUSLY AMENDED; PROVIDING FOR THE SMALLE-SCALE AMENDMENT TO THE FUTURE LAND USE MAP IN THE FUTURE LAND USE ELEMENT OF THE CITY OF BUNNELL 2035 COMPREHENSIVE PLAN RELATIVE TO CERTAIN REAL PROPERTY TOTALING 4.91± ACRES IN THE CITY OF BUNNELL LIMITS FROM "AGRICULTURE & SILVICULTURE (AG&S)" TO "COMMERCIAL-MEDIUM (COM-M)"; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR ASSIGNMENT OF THE LAND USE DESIGNATIONS FOR THE PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR RATIFICATION OF PRIOR ACTS OF THE CITY; PROVIDING FOR THE ADOPTION OF MAPS BY REFERENCE; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION AND DIRECTIONS TO THE CODE CODIFIER AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Article VIII, Section 2, *Constitution of the State of Florida*, authorizes the City of Bunnell to exercise any power for municipal purposes except as otherwise provided by law; and

**WHEREAS**, §166.041, *Florida Statutes*, provides for procedures and requirements for the adoption of ordinances by municipalities; and

**WHEREAS,** Mike Morgan owns the certain real property which land totals 4.91± acres in size, is assigned Tax Parcel Identification Number 09-12-30-5550-00160-0030, as assigned by the Flagler County Property Appraiser's Office, and further described under Section 3 of this Ordinance; and

**WHEREAS**, Mike Morgan has applied to the City of Bunnell pursuant to the controlling provisions of state law, the *City of Bunnell Land Development Code*, and the *City of Bunnell 2035 Comprehensive Plan*, to amend the Future Land Use Map (FLUM) in the *City of Bunnell 2035 Comprehensive Plan* for the subject property, located at 1002 Deen Road to the "Commercial-Medium" Future Land Use Map designation from the existing "Agriculture and Silviculture" designation; and

**WHEREAS**, the subject property is currently used as outside storage and possesses vested rights for tractor trailer storage under an approved special exception; and

**WHEREAS**, the purpose of the "Commercial-Medium" Future Land Use designation is to assure availability of sufficient office and commercial sites to serve the needs of the

existing and projected population at a maximum intensity of 0.4 FAR per FLU Policy 9.2; and

**WHEREAS**, this is a small-scale FLUM amendment subject to the controlling provisions in Section 163.3187, *Florida Statutes*, which outlines the process for adopting small-scale comprehensive plan amendments; and

**WHEREAS**, Section 163.3187, *Florida Statutes*, relates to the amendment of adopted local government comprehensive plans and sets forth certain requirements for Future Land Use Map amendments that do not fall under the thresholds for large-scale comprehensive plan amendments and are otherwise deemed to be small-scale; and

**WHEREAS**, the City's Community Development Department has conducted a thorough review and analysis of the demands upon public facilities and general planning and land development issues should the subject FLUM amendment application be approved pursuant to §163.3177(6)(a), *Florida Statutes*, and has otherwise reviewed and evaluated the application to determine whether it comports with sound and generally accepted land use planning practices and principles as well as whether the application is consistent with the goals, objectives, and policies set forth in the City's *2035 Comprehensive Plan*, and

**WHEREAS**, the City of Bunnell's Planning, Zoning and Appeals Board, acting as the City's local planning agency, held a public meeting on February 3rd, 2026, to consider amending the Future Land Use Map of the Future Land Use Element of the City's *2035 Comprehensive Plan* and recommended approval, by 4-1 vote, of the proposed small-scale Future Land Use Map amendment to the *2035 Comprehensive Plan* for the subject property as requested by the applicant; and

**WHEREAS**, professional city planning staff, the City's Planning, Zoning and Appeals Board, and the City Commission have determined that the proposed small-scale Future Land Use Map amendment for the subject properties as set forth in this Ordinance is consistent with the goals, objectives, and policies in the City's *2035 Comprehensive Plan*, the City's *Land Development Code*, and the controlling provisions of state law; and

**WHEREAS**, the City of Bunnell has complied with all requirements and procedures of Florida law in processing this large-scale amendment to the City's *2035 Comprehensive Plan* including, but not limited to, Section 163.3187, *Florida Statutes*.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BUNNELL, FLORIDA:**

**Section 1. Legislative Findings and Intent.**

(a) The foregoing recitals (whereas clauses), along with the City staff report and City Commission agenda memorandum relating to the application of the proposed

amendment to the City of Bunnell *2035 Comprehensive Plan* pertaining to the subject properties, are hereby adopted and incorporated into this Ordinance as the legislative and administrative findings of the City Commission.

(b) The exhibits to this Ordinance are incorporated herein as if fully set forth herein verbatim.

**Section 2. Amendment to Future Land Use Map.**
Upon enactment of this Ordinance, the Future Land Use Map in the Future Land Use Element of the City of Bunnell *2035 Comprehensive Plan* is hereby amended, as described herein and depicted in Exhibit "A" attached to this Ordinance, and totaling 4.91± acres in size, by assigning the "Commercial-Medium" Future Land Use Map designation to the real property, which is the subject of this Ordinance as set forth herein, from the existing "Agriculture and Silviculture" Future Land Use Map designation.

**Section 3. Subject Parcel Numbers.**
The property which is the subject of this Ordinance is described as follows:

**TAX PARCEL NUMBER:** 09-12-30-5550-00160-0030

**LEGAL DESCRIPTION:** Being a Part of Tract 3, Block 16 of Section 9, Township 12 South, Range 30 East, according to the plat of St. Johns Development Company, a subdivision, recorded in Plat Book 1, Page 7, of the Public Records of Flagler County, Florida and more particularly described as follows:

Beginning at the southeast corner of said Section 9, as a Point of Reference and running thence North 1 degrees 26 10 West, along the East line of said Section 9, a distance of 488.17 feet; thence South 88 degrees 33 50 West, a distance of 649.38 feet more or less, West line of Tract 3, Block 16, thence South 1 degrees 45 00 East along West line of Tract 3 to a point of which is 233.71 feet North of the Southerly boundary of said Section 9; thence North 87 degree 06 00 East a distance of 417.42 feet to a point; thence South 1 degrees 45 00 East a distance of 233.71 feet to the southerly boundary of the said Section 9; thence along the said southerly boundary of Section 9 to the Point of Beginning of this description; Excepting therefrom the Southerly 25 feet and the Easterly 15 feet of the said Tract 3, Block 16, currently used for Right of Way purposes..

**Section 4. Incorporation of Maps.**
The maps attached to this Ordinance are hereby ratified and affirmed and incorporated into this Ordinance as a substantive part of this Ordinance.

**Section 5. Implementing Administrative Actions.**
The City Manager, or designee, is hereby authorized to implement the provisions of this Ordinance as deemed appropriate and warranted.

**Section 6. Ratification of Prior Actions.**
The prior actions of the City Commission and its agencies in enacting and causing amendments to the *2035 Comprehensive Plan of the City of Bunnell*, as well as the implementation thereof, are hereby ratified and affirmed.

**Section 7. Scrivener's Errors.**
In the event that a scrivener's error, typographical error, legal description error, or cartographic error is identified in this Ordinance or in the exhibit(s) attached hereto, the error may be corrected administratively by the City Manager or designee, in consultation with and approval by the City Attorney, without further action by the City Commission. Such corrections shall be limited to non-substantive errors that do not alter the intent, meaning, or effect of this Ordinance or the Rezoning approved herein. Any corrected exhibit or description shall be maintained in the official records of the City.

**Section 8. Severability.**
If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, it shall not be held or impair the validity of the ordinance or effect of any other action or part of this Ordinance.

**Section 9. Conflicts.**
All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Section 10. Codification/Instructions to Code Codifier.**
It is the intention of the City Commission of the City of Bunnell, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the codified version of the City of Bunnell *2035 Comprehensive* Plan, the *City of Bunnell Code of Ordinances*, and/or the *City of Bunnell Land Development Code*, in terms of amending the Future Land Use Map of the City.

**Section 11. Effective Date.**
The small-scale Comprehensive Plan map amendment set forth herein shall not become effective, in accordance with Section 163.3187(5)(c), *Florida Statutes*, until 31 days after the adoption of this ordinance. If challenged within 30 days after adoption, the small-scale amendment set forth in this Ordinance shall not become effective until the state land planning agency or the Administrative Commission, respectively, issues a final order determining that the subject small-scale Comprehensive Plan map amendment is in compliance with the controlling state law.

First Reading: approved on this _____ day of _____, 2026.

Second Reading/Final Reading: adopted on this _____ day of _____ 2026.

**CITY OF BUNNELL, FLORIDA**

_____
Catherine D. Robinson, Mayor

ATTEST:

_____
Kristen Bates, MMC, City Clerk

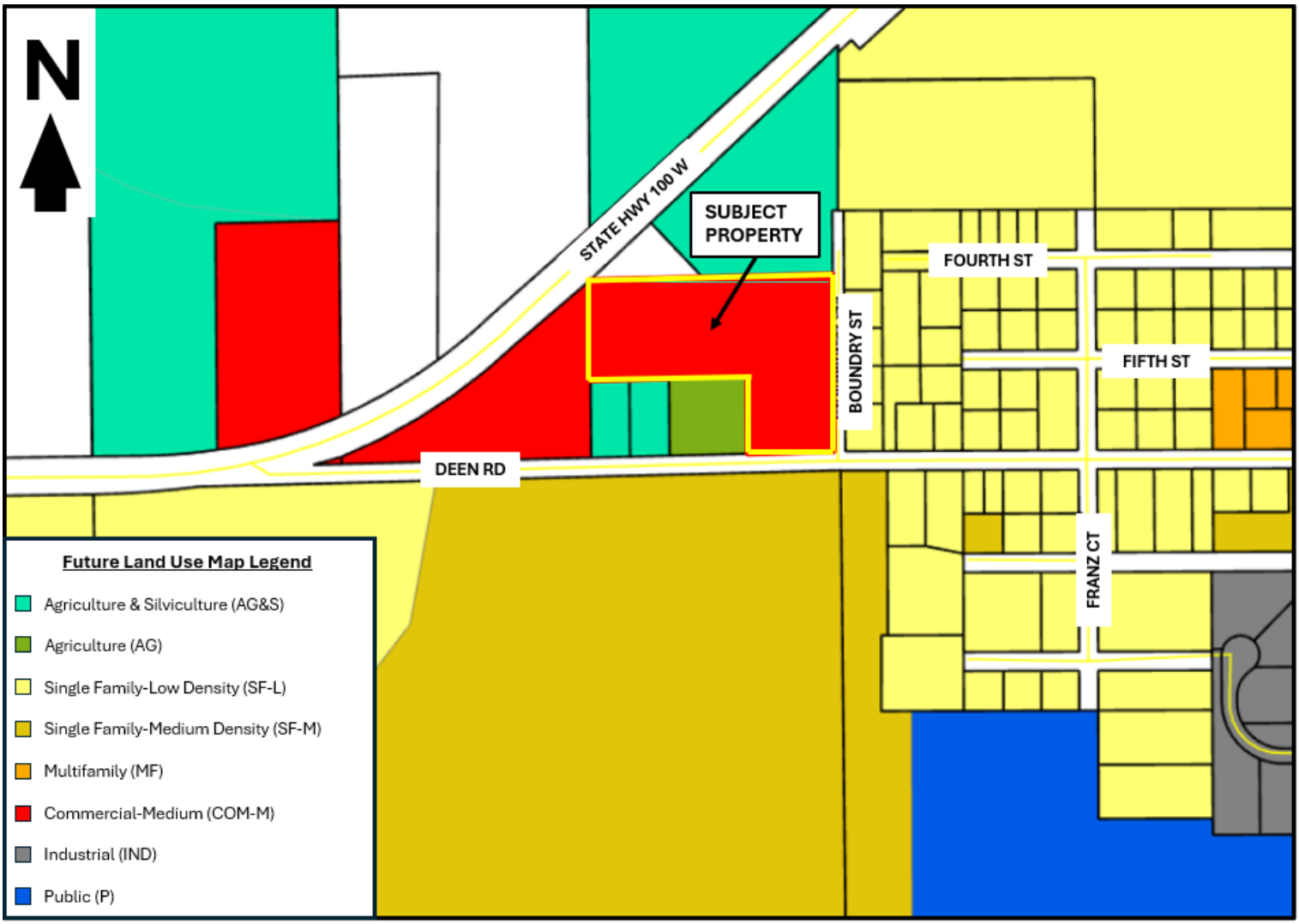
**Seal:**

Approved as to Form:

_____
Vose Law Firm, City Attorney

## Exhibit "A"

Amended Future Land Use Map



1/23/2026

# 1002 Deen Road

# Small-scale Future Land Use Map Amendment and Rezoning

## *Data and Analysis Report*

Prepared by:

Adrian Calderin
City Planner
City of Bunnell, Florida
acalderin@bunnellcity.us

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# 1. APPLICATION OVERVIEW

## 1.1 Jurisdiction

City of Bunnell

## 1.2 Applicant

Mike Morgan
P.O. Box 2613
Bunnell, FL 32110

## 1.3 Property Owner

Mike Morgan
P.O. Box 2613
Bunnell, FL 32110

## 1.4 Tax Parcel Identification Number

The Flagler County Tax Parcel Identification Number for the subject property is 09-12-30-5550-00160-0030

## 1.5 Requested Action

A Future Land Use Map (FLUM) amendment to change 4.91± acres of the subject property from Agriculture & Silviculture (AG&S) to Commercial-Medium (COM-M)

There is a companion zoning map amendment that will change the zoning of the subject area from “AG&S, Agricultural and Silviculture District” to the “B-1, Business District”. The proposed zoning designation is consistent with the proposed Future Land Use Map designations.

## 1.6 Project Summary and Background

The property has been historically used as a staging/storage site for equipment utilize by FDOT in the early 2000s, according to the applicant. Since then, the property has been used for a tree nursery up until mid-2025. The applicant applied for and received a special exception (also known as a special use permit) for outside storage and tractor trailer storage. The applicant has applied for this small-scale land use amendment and rezoning to better align the property with the surrounding land uses on the SR 100 W corridor.

# 2. PARCEL DATA

## 2.1 Size of Property

The subject property is approximately 4.91± acres in size.

## 2.2 Current Use of Property

The subject property is currently being used for outside storage, including tractor trailer storage through an approved special exception.

## 2.3 Current Future Land Use Map Designation

The current Future Land Use Map designation of the subject property is Agriculture & Silviculture (AG&S). See below Figure 1. depicting the current Bunnell Future Land Use Map.

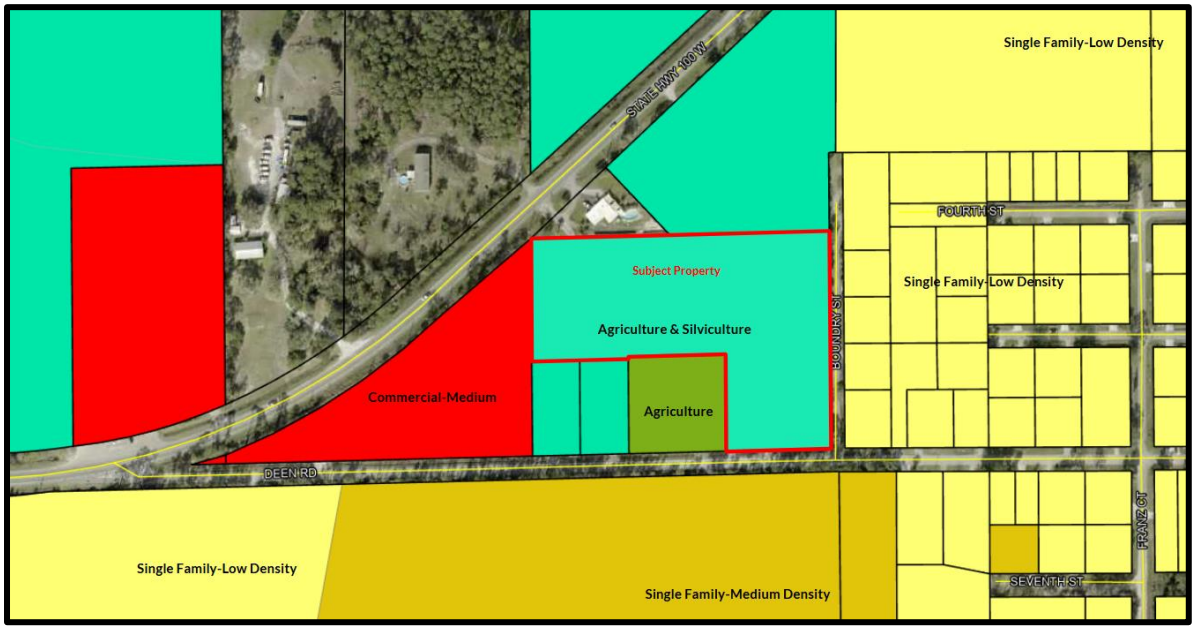



*Figure 1 City of Bunnell Future Land Use Map (Current)*

## 2.4 Current Zoning Designation

The Current zoning designation of the subject property is “AG&S, Agricultural & Silviculture District”. See Figure 2. below depicting the current Bunnell Official Zoning Map.

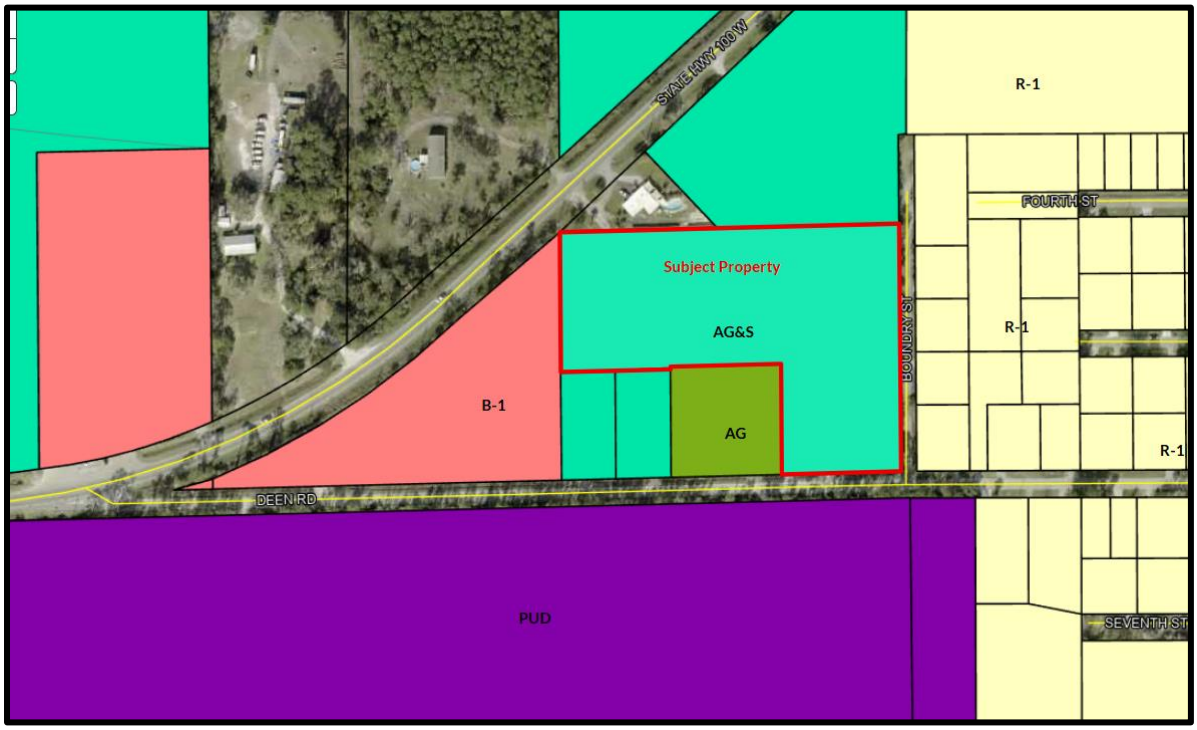



*Figure 2 City of Bunnell Official Zoning Map (Current)*

## 2.5 General Location

The City of Bunnell is generally centered in Flagler County with the city limits spanning from the western Flagler/Putnam County Line and the southern Flagler/Volusia County Line.

The proposed small-scale land use amendment and rezoning is located at 1002 Deen Road and is adjacent to SR 100 West.




*Figure 3 Subject Property Aerial Map*

# 3. LAND USE INFORMATION

## 3.1 Current Zoning Designation Information

The purpose of the AG&S, Agricultural and Silviculture District is to permit a range of agricultural and/or silvicultural uses and to accommodate very low-density residential development at a concentration of one dwelling unit per five acres. The intent is to support and enhance agricultural character and lifestyle of existing low-density areas while encouraging the continuation of agricultural and silvicultural activities as a primary use in the rural area of the city, and to promote the protection of natural resources and wildlife habitat.

## 3.2 Proposed Zoning Designation Information

The purpose of the B-1, Business District is to guide and regulate commercial uses including personal and business services and general retail business. It is the intent of this district to allow a wide-range of commercial uses, provide for medium to high concentration of commercial activity, and ensure compatibility with the adjacent properties, and allow the potential for mixed-use commercial and residential development.

# 4. GENERAL ANALYSIS

## 4.1 City of Bunnell Current Population

The City of Bunnell's current official population estimate is 4,224, effective as of October 15, 2025 according to the University of Florida, Bureau of Economic & Business Research (BEBR). This is a 28.94% increase from the 2020 Census.

## 4.2 Density/Population Analysis

*Note: The analysis for comprehensive plan map amendments takes into consideration the maximum development potential under the current and proposed FLUM categories (including any policy or agreement to limit development).*

This analysis is conducted to evaluate the net change in the allowable density between the existing and proposed Future Land Use Map (FLUM) designations.

***Table 1 FLUM Maximum Density Allowed (Residential Use)***

| | # of Acres | Maximum Density[(1)] | Maximum # of Units | Population[(2)] |
|---|---|---|---|---|
| Proposed FLUM: Commercial-Medium[(3)] | 4.91 | 20.0 Du/acre | 98 | 231 |
| Current FLUM: Agricultural & Silviculture | 4.91 | 0.2 Du/acre | 1 | 2 |
| ***Net Change*** | **0** | | **97** | **229** |

***Table Footnotes:***
***[(1)]Maximum densities are established by Comprehensive Plan Policies.***
***[(2)]Population derived from calculating # of units by 2.36 people per unit derived from "Households and Average Household size in Florida: April 1, 2024" (University of Florida, Bureau of Economic and Business Research).***
***[(3)]Residential density permitted within commercial land use designation for mixed-use.***

## 4.3 Density/Population Analysis Findings

As shown in Table 1 above, the proposed FLUM designations will result in a potential increase in the allowable density by 97 dwelling units, thus increasing the potential population of the area by approximately 229 persons. This would only be the case if there were to be a mixed-use development or some other residential development provided through additional zoning approvals and public hearings.

## 4.4 Intensity Analysis

*Note: The analysis for comprehensive plan map amendments takes into consideration the maximum development potential under the current and proposed FLUM categories (including any policy to limit development).*

This analysis is conducted to evaluate the net change in the allowable intensity between the existing and proposed Future Land Use Map designations.

*Table 2 FLUM Maximum Intensity Allowed (Non-residential Use)*

| | | # of Acres | Maximum FAR | Maximum Sq. Ft. |
|---|---|---|---|---|
| Proposed FLUM: | Commercial-Medium | 4.91 | 0.4 | 85,552 |
| Current FLUM: | Agricultural & Silviculture[(1)] | **4.91** | - | - |
| ***Net Change*** | | **0** | | **85,552** |

***Table Footnotes:***
***[(1)] Current FLUM has no established maximum FAR.***

### 4.5 Intensity Analysis Findings

As shown in Table 2 above, the proposed FLUM amendment would result in an increase in potential commercial intensity by approximately 85,552 square feet. This is due to the current FLUM designation not having and adopted maximum FAR limitation for commercial activity.

## 5. COMPATIBILITY ANALYSIS

### 5.1 Surrounding Future Land Use Designations

The surrounding FLUM designations from the subject property at the time of the proposed amendment are as follows:

North: Agriculture & Silviculture (Bunnell designation); Agriculture & Timberlands (Flagler County designation)

South: Single Family-Medium Density, Agriculture, Agriculture & Silviculture (Bunnell designations)

East: Single Family-Low Density (Bunnell designation)

West: Commercial-Medium (Bunnell Designation); Agriculture & Timberlands, Commercial-High Intensity (Flagler County Designations)

### 5.2 Surrounding Zoning Designations

The surrounding zoning designations from the subject property at the time of the proposed amendment are as follows:

North: AG&S Agricultural & Silviculture District (Bunnell designation); Agricultural (Flagler County designation).

South: AG&S Agricultural & Silviculture District, Agricultural District, Planned Unit Development District (Bunnell designations)

East: R-1 Single Family Residential District (Bunnell designation)

West: B-1 Business District (Bunnell designation); AC Agricultural, C-2 General Commercial and Shopping Center District (Flagler County designations).

### 5.3 Surrounding Land Uses

The surrounding land uses from the subject property at the time of the proposed amendment are as follows:

North: Single-family; Office

South: Single-family; Church; Timberland

East: Single-Family

West: Vacant; Single Family

### 5.4 Compatibility Analysis Findings

Based on the analysis of the surrounding properties, the area is dominantly single family residential with a few active and vacant commercial uses. Keeping in mind of the surrounding residential uses abutting the subject property, the proposed amendment will ensure compatibility and harmony with the adjacent property uses through acceptable engineering and site development practices enforced through the City's Land Development code. Specifically, the LDC requires certain buffers when commercial uses abut residential uses to maintain compatibility and aesthetics.

## 6. Public Facilities Analysis

The analysis for Comprehensive Plan amendments and rezonings takes into consideration the maximum development potential under the current and proposed land use designations and represents the maximum potential net change between the existing and proposed FLUM categories.

### 6.1 Potable Water Analysis

The analysis for Comprehensive Plan amendments and rezonings takes into consideration the maximum development potential under the current and proposed land use designations and represents the maximum potential net change between the existing and proposed FLUM categories.

The City's Water Treatment Facility (WTF) currently operates under SJRWMD Consumptive Use Permit (CUP) number 1982-6 for raw water supply and FDEP permit number 2180134.The City currently has an adopted Level of Service (LOS) for potable

water capacity at 120 gallons per capita per day. There is currently no adopted LOS for commercial/industrial usage for potable water. For commercial and industrial usage, the demand of 5.8 gpd per 1,000 sq. ft. will be used as determined by the adopted Bunnell Wastewater Master Plan, prepared by Kimley-Horn and Associates, Inc. in February 2020, for which this was the best available data when this report was prepared. To determine the estimated impacts on the water supplies and facilities from this small-scale amendment, the potable water demand is calculated below by summing the estimates from residential and non-residential calculations.

***Table 3 Potable Water Demand Calculations***

| | Maximum # of Units or Sq. Ft.[1] | Estimated Demand (MGD)[2] |
|---|---|---|
| Proposed FLUM: Commercial-Medium | 85,552 sq. ft. | 0.000 |
| Current FLUM: Agriculture & Silviculture | 1 Du | 0.000 |
| **Residential Net Change** | **-1 Du** | **0.000** |
| **Non-Residential Net Change** | **85,552 sq. ft.** | **0.000** |
| **Total Demand Net Change** | | **0.000** |

***Table Footnotes:***

***[1]Maximum Density/Intensity totals are based on proposed PUD limits established through the Proposed PUD agreement and proposed site-specific comprehensive plan policies.***

***[2]Residential Potable Water estimated demand: # of units*2.36*120 gallons/capita/day***

***[2]Commercial Potable Water estimated demand: 5.8 gpd/1000 sq. ft.***

*Table 4 Raw Water Supply Capacity Calculations*

| | Total (MGD) |
|---|---|
| Permitted Water Use Allocation (CUP)[1] | 0.675 |
| Current Daily Average Withdrawal[2] | 0.418 |
| Reserved Allocations[3] | 0.061 |
| Yearly Projected Demand[4] | 0.011 |
| **Supply Capacity[5]** | 0.490 |
| **Available Capacity[6]** | 0.185 |
| **Available Capacity with FLUM Amendment** | 0.185 |

***Table Footnotes:***

***[1]SJRWMD Consumptive Use Permit (CUP) # 1982-6***

***[2]Bunnell Water Treatment Facility data logs as of 12/31/25***

***[3]Bunnell reserved capacity for pending development as of 12/31/25***

***[4]Bunnell Water Supply Facilities Work Plan 2022 – 2035***

***[5]Supply capacity: Current Daily Average Withdrawal + Reserved Allocations + Projected Demand***

***[6]Available capacity: CUP Permitted Allocation - Supply Capacity***

*Table 5 Water Treatment Facility Capacity Calculations*

| | Total (MGD) |
|---|---|
| Permitted WTF Capacity[1] | 0.999 |
| Current AADF Capacity[2] | 0.418 |
| Reserved Allocations[3] | 0.061 |
| Yearly Projected Demand[4] | 0.011 |
| **Facility Capacity[5]** | 0.490 |
| **Available Capacity[6]** | 0.509 |
| **Available Capacity with FLUM Amendment** | 0.509 |

***Table Footnotes:***

***[1]FDEP Permit # 2180134***

***[2]Bunnell Water Treatment Facility (WTF) data logs as of 12/31/25***

***[3]Bunnell reserved capacity for pending development as of 12/31/25***

***[4]Bunnell Water Supply Facilities Work Plan 2022 – 2035***

***[5]Facility Capacity: Current AADF Capacity + Reserved Allocations + Projected Demand***

***[6]Available Capacity: Permitted WTF Capacity - Facility Capacity***

## 6.2 Potable Water Analysis Findings

The analysis shows there will be no net increase in demand as the proposed FLUM will have a de minimis impact compared to the existing FLUM.

## 6.3 Sanitary Sewer Analysis

The City's Wastewater Treatment Facility (WWTF) currently operates under FDEP Permit Number FL0020907. The City currently has an adopted LOS for sanitary sewer capacity at 102.3 gallons per capita per day. There is currently no adopted LOS for commercial/industrial usage for sanitary sewer. For commercial and industrial usage, the demand of 4.9 gpd per 1,000 sq. ft. will be used as determined by the adopted Bunnell Wastewater Master Plan, prepared by Kimley-Horn and Associates, Inc. in February 2020, for which this was the best available data when this report was prepared. To determine the estimated impacts on the wastewater facilities from this small-scale amendment, the wastewater demand is calculated below by summing the estimates from residential and non-residential calculations.

***Table 6 Sanitary Sewer Demand Calculations***

| | Maximum # of Units or Sq. Ft. | Estimated Demand (MGD)[2] |
|---|---|---|
| Proposed FLUM: Commercial-Medium | 85,552 sq. ft. | 0.000 |
| Current FLUM: Agriculture & Silviculture | 1 Du | 0.000 |
| **Residential Net Change** | **-1 Du** | **0.000** |
| **Non-Residential Net Change** | **85,552 sq. ft.** | **0.000** |
| **Total Demand Net Change** | | **0.000** |

***Table Footnotes:***

***[1]Maximum Density/Intensity totals are based on proposed PUD limits established through the Proposed PUD agreement and proposed site-specific comprehensive plan policies.***

***[2]Residential Sanitary Sewer estimated demand: # of units*2.36*102.3 gallons/capita/day***

***[2]Commercial Sanitary Sewer estimated demand: 4.9 gpd/1000 sq. ft.***

*Table 7 Existing Wastewater Treatment Facility Capacity Calculations*

| | Total (MGD) |
|---|---|
| Permitted WWTF AADF Capacity[1] | 0.600 |
| Current AADF Capacity[2] | 0.441 |
| Reserved Allocations[3] | 0.061 |
| Yearly Projected Demand[4] | 0.011 |
| **Facility Capacity[5]** | 0.513 |
| **Available Capacity[6]** | 0.087 |
| **Available Capacity with FLUM Amendment** | 0.087 |

***Table Footnotes:***

***[1] FDEP Permit # FL0020907***

***[2] Bunnell Wastewater Treatment Facility (WWTF) data logs as of 12/31/25***

***[3] Bunnell reserved capacity for pending development as of 12/31/25***

***[4] Bunnell Water Supply Facilities Work Plan 2022 – 2035***

***[5] Facility Capacity: Current AADF Capacity + Reserved Allocations + Projected Demand***

***[6] Available Capacity: Permitted WWTF Capacity - Facility Capacity***

## 6.4 Sanitary Sewer Analysis Findings

The analysis shows there will be no net increase in demand as the proposed FLUM will have a de minimis impact compared to the existing FLUM.

## 6.5 Solid Waste Analysis

Commercial solid waste services are solely provided by the City and this property is currently being serviced by the City. There are no net impacts expected for this property with the proposed small-scale land use amendment.

## 6.6 Stormwater Management

The development of the area will be subject to the stormwater regulations of the SJRWMD and the City of Bunnell. Stormwater management facilities will be required to be designed such that the peak rate of discharge in the post-development condition will be less than the pre-development condition. The design storms to be considered shall be the 25-year/24-hour storm and the 100-year/24-hour storm. All appropriate stormwater permits will need to be obtained prior to the start of any development/redevelopment.

The property does not currently contain any Special Flood Hazard Areas (SFHA).

### 6.7 Transportation Impact Analysis

If the site were to ever be re-developed, a traffic impact analysis would be required if it was determined the development would exceed 1,000 daily trips or 100 peak hour trips in accordance with the Volusia-Flagler TPO TIA Methodology Guidelines. With the subject property expected to continue the use of outside storage/tractor trailer storage as approved, below is an indication of what the existing land use generates.

*Table 8 Existing Land Use Total Trip Generation[(1)]*

| Time Period | Land Use | ITE LUC | Average Rate | Quantity (X) | | Percent Entering | Percent Exiting | Trips Entering | Trips Exiting | Total Trips |
|---|---|---|---|---|---|---|---|---|---|---|
| Daily | Truck and Trailer Parking | 035 | 14.43 | 4.91 | Acres | 50% | 50% | 35 | 36 | **71[(2)]** |
| AM Peak Hour | | | 1.41 | | | 43% | 57% | 3 | 4 | **7[(2)]** |
| PM Peak Hour | | | 1.36 | | | 58% | 42% | 4 | 3 | **7[(2)]** |

***Table Footnotes:***

***[(1)]ITE Trip Generation Manual 12th Edition***

***[(2)]Trip type that was used is "Truck".***

### 6.8 Public Schools Impact Analysis

With this being a non-residential Future Land Use amendment, this will have no impact on public schools. Should the property be redeveloped with a residential component, the development will be required to satisfy any and all impacts to public schools through the ILA between the City and the Flagler County School District.

### 6.9 Public Safety Impact Analysis

The City of Bunnell currently serves its community with its police department and through an Interlocal Agreement with the Flagler County Sheriff Department. Fire and EMS is currently served by Flagler County through an Interlocal Agreement. This small-scale amendment will have de minimis impacts on public services.

## 7. Suitability Analysis

### 7.1 Soils Map Information

The amendment's area contains the following soils types as indicated on the National Cooperative Soil Survey:

- Pineda Fine Sand
- Eaugallie Fine Sand
- Pomona Fine Sando Complex

### 7.2 Wetland Information

According to the USFWS National Wetlands Inventory Map, there are no documented wetlands within the boundaries of the subject property.

### 7.3 Topography Information

According to the Flagler County Lidar Elevation Viewer (2019), the lowest point within the subject property is approximately 17ft; however, the property may have potentially been graded since this information was documented.

### 7.4 Threatened, Endangered, and Protected Species

The property is currently developed and is clear of vegetation. No data was collected with regards to any threatened, endangered, and protected species within the subject property.

## 8. Comprehensive Plan Consistency Analysis

This comprehensive plan analysis reviews a proposed small-scale amendment to the Future Land Use Map (FLUM). The purpose of this analysis is to determine whether the proposed amendment aligns with all applicable goals, objectives, and policies set forth in the comprehensive plan, which guides the City's long-term growth and development. Through this analysis, we aim to ensure the proposed changes support sustainable development, preserve neighborhood character, and enhance quality of life for current and future residents for the City of Bunnell.

### 8.1 Future Land Use Element

*FLU Policy 9.3*

Locate commercial and industrial land uses where transportation access is adequate and conflicts with other land uses can be minimized.

**Analysis: The subject property is located adjacent to the SR 100 West corridor just west of the US-1 overpass. The property is currently access through Deen Road. Any commercial traffic would be entering Deen Road from the SR 100 West intersection and vice versa.**

# Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of Sec. 166.041(4), Fla. Stat. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City of Bunnell has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by Sec. 166.041(4), Fla. Stat. will be provided in the "Business Impact Estimate" section below. In addition, even if one or more exemptions are identified, the City of Bunnell may nevertheless choose to provide information concerning the proposed ordinance in the "Business Impact Estimate" section below. This Business Impact Estimate Form may be revised following its initial posting.

**Proposed ordinance's title/reference:**

**ORDINANCE 2026-05**

**AN ORDINANCE OF THE CITY OF BUNNELL, FLORIDA AMENDING THE CITY OF BUNNELL 2035 COMPREHENSIVE PLAN, AS PREVIOUSLY AMENDED; PROVIDING FOR THE SMALLE-SCALE AMENDMENT TO THE FUTURE LAND USE MAP IN THE FUTURE LAND USE ELEMENT OF THE CITY OF BUNNELL 2035 COMPREHENSIVE PLAN RELATIVE TO CERTAIN REAL PROPERTY TOTALING 4.91± ACRES IN THE CITY OF BUNNELL LIMITS FROM "AGRICULTURE & SILVICULTURE (AG&S)" TO "COMMERCIAL-MEDIUM (COM-M)"; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR ASSIGNMENT OF THE LAND USE DESIGNATIONS FOR THE PROPERTY; PROVIDING FOR SEVERABILITY; PROVIDING FOR RATIFICATION OF PRIOR ACTS OF THE CITY; PROVIDING FOR THE ADOPTION OF MAPS BY REFERENCE; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION AND DIRECTIONS TO THE CODE CODIFIER AND PROVIDING FOR AN EFFECTIVE DATE.**

**Applicable Exemptions:**

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  - ☐ Development orders and development permits, as those terms are defined in Section 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under Sections 163.3220-163.3243, Florida Statutes;
  - ☒ Comprehensive Plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
  - ☐ Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  - ☐ Section 553.73, Florida Statutes, relating to the Florida Building Code; or

☐ Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

**Business Impact Estimate:**

**The City of Bunnell hereby publishes the following information:**

**1. A summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

This is an Ordinance initiated by an applicant for amending the Future Land Use Map for 4.91 +/- acres of land.

**2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the municipality, including the following, if any:**

**(a) An estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted:**

N/A

**(b) Identification of any new charge or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible:**

N/A

**(c) An estimate of the municipality's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs:**

N/A

**3. A good faith estimate of the number of businesses likely to be impacted by the ordinance:**

N/A

**4. Additional information the governing body determines may be useful (if any):**

This Ordinance is initiated by a private party other than the City.

***Note:*** *The City's provision of information in the Business Impact Estimate section above, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions below shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Sec. 166.041(4), Fla. Stat., Sec. 166.0411, Fla. Stat., or any other relevant provision of law.*

# City of Bunnell, Florida

## Agenda Item No. E.2.

Document Date: 03/02/2026
Department: Community Development
Subject: Ordinance 2026-06 Requesting to Amend the Official Zoning Map of the City of Bunnell for 4.91+/- Acres of Land from the "AG&S, Agricultural and Silviculture District" to the "B-1, Business District". - First Reading
Agenda Section: **Ordinances: (Legislative):**

**ATTACHMENTS:**
Description
Ordinance 2026-06 1002 Deen Rd Rezoning
Business Impact Statement

**Summary/Highlights:**

**THIS IS A QUASI-JUDICIAL HEARING AND WILL FOLLOW QUASI-JUDICIAL PROCEDURES.**

**ANY EX PARTE COMMUNICATIONS MUST BE DISCLOSED INCLUDING ANY COMMUNICATIONS, TESTIMONY, AND EVIDENCE PROVIDED OR RECEIVED OUTSIDE OF THIS HEARING.**

This is a request to amend the Official Zoning Map of the City of Bunnell for 4.91+/- acres of land from the AG&S zoning district to the B-1 zoning district.

There is a companion application (Ordinance 2026-05) to amend the Future Land Use Map from the Agriculture and Silviculture land use designation to the Commercial-Medium land use designation.

In accordance with Section 2-87 in the Land Development Code, notices detailing the time, date, and location of this item were mailed to property owners within 300 feet of the subject property that are within the incorporated City limits on March 11, 2026. A sign detailing the date, time, and located of this request was posted on the subject property on March 11, 2026.

**Background:**

The applicant, Mike Morgan, has applied to rezone the property located at 1002 Deen Road to the B-1, Business District. This request is made in part to better align the property with the surrounding zonings and uses abutting the SR 100 West corridor.

The property is currently being used as outside storage and tractor trailer storage for which the

applicant received special exception approval for by the PZA Board in December 2025. The property contains several small accessory structures to accommodate the storage uses. Access to the property is gained primarily from Deen Road. The property has historically been used as a storage location for FDOT in the mid 2000s before transitioning to a tree nursery/landscaping business up until 2025 when the property started to be used as outside storage/tractor trailer storage. The property is currently in the midst of coming into compliance with several conditions that were placed on the approved special exception which is currently permitting the aforementioned uses.

The surrounding areas consist of a mix between residential, commercial, and silviculture uses. The SR 100 West corridor is primarily seen with commercial uses with more residential uses located to the east of the subject property and along Deen Road. On the other side of Deen Road, south of the subject property, is the recently approved Reserve at Haw Creek Planned Unit Development. The side that borders Deen Road is conceptually planned for medium density housing.

The B-1 zoning district is consistent with the Commercial-Medium land use designation per Section 34-81 in the Land Development Code. Zoning is required to be consistent with the comprehensive plan per Section 163.3194(1)(b), Florida Statutes.

A data and analysis was performed for this rezoning to determine the impacts on public facilities using the best available data at the time of the report. This report is included with the companion Ordinance 2026-05 agenda item.

**Staff Recommendation:**

Approve Ordinance 2026-06 Requesting to Amend the Official Zoning Map of the City of Bunnell for 4.91+/- Acres of Land from the "AG&S, Agricultural and Silviculture District" to the "B-1, Business District". - First Reading

**City Manager Review/Recommendation:**

Approved for agenda.

**ORDINANCE 2026-06**

**AN ORDINANCE OF THE CITY OF BUNNELL, FLORIDA PROVIDING FOR THE REZONING OF CERTAIN REAL PROPERTY TOTALING 4.91± ACRES, BEARING TAX PARCEL ID: 09-12-30-5550-00160-0030 AND LOCATED AT 1002 DEEN ROAD IN THE CITY OF BUNNELL LIMITS FROM "AG&S, AGRICULTURAL & SILVICULTURE DISTRICT" TO "B-1, BUSINESS DISTRICT"; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR THE TAKING OF IMPLEMENTING ADMINISTRATIVE ACTIONS; PROVIDING FOR THE ADOPTION OF MAPS BY REFERENCE; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR NON-CODIFICATION AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, Article VIII, Section 2, *Constitution of the State of Florida*, authorizes the City of Bunnell to exercise any power for municipal purposes except as otherwise provided by law; and

**WHEREAS**, §166.041, *Florida Statutes*, provides for procedures and requirements for the adoption of ordinances by municipalities; and

**WHEREAS,** Mike Morgan, the owner of certain real property, which land totals 4.91± acres in size and is otherwise identified by Tax Parcel Identification Number 09-12-30-5550-00160-0030, as assigned by the Flagler County Property Appraiser's Office, and further described under Section 3 of this Ordinance; and

**WHEREAS**, Mike Morgan has applied to the City of Bunnell pursuant to the controlling provisions of State law and the *City of Bunnell Land Development Code*, to have the subject property, totaling 4.91± acres located at 1002 Deen Road, rezoned to the "B-1, Business" zoning classification from the existing "AG&S, Agricultural and Silviculture" zoning classification; and

**WHEREAS**, the subject property is currently used as outside storage and possesses vested rights for tractor trailer storage under an approved special exception; and

**WHEREAS**, §163.3194(1)(b), *Florida Statutes*, states that all land development regulations enacted or amended shall be consistent with the adopted comprehensive plan, or element or portion thereof; and

**WHEREAS**, there is a companion small-scale Future Land Use Map amendment application that will amend the property's designation from the "Agricultural and

Silviculture" Future Land Use classification to the "Commercial-Medium" Future Land Use classification; and

**WHEREAS**, the "B-1, Business" zoning district is appropriate and compatible with the "Commercial-Medium" Future Land Use classification pursuant to §34-81 in the *City of Bunnell Land Development Code*; and

**WHEREAS,** the City's Community Development Department has conducted a thorough review and analysis of the demands upon public facilities and general planning and land development issues should the subject rezoning application be approved and has otherwise reviewed and evaluated the application to determine whether it comports with sound and generally accepted land use planning practices and principles as well as whether the application is consistent with the goals, objectives and policies set forth in the City's *2035 Comprehensive Plan*; and

**WHEREAS**, the City of Bunnell's Planning, Zoning and Appeals Board, acting as the City's local planning agency, held a public meeting on February 3rd, 2026 to consider amending the Official Zoning Map of the City of Bunnell and recommended approval, by a 4-1 vote, of the proposed rezoning for the subject property as requested by the property owner; and

**WHEREAS**, professional City planning staff, the City's Planning, Zoning and Appeals Board, and the City Commission have determined that the proposed rezoning of the subject property as set forth in this ordinance is consistent with the *City of Bunnell 2035 Comprehensive Plan*, the *City of Bunnell Land Development Code*, and the controlling provisions of State law; and

**WHEREAS**, the City Commission of the City of Bunnell, Florida has taken, as implemented by City staff, all actions relating to the rezoning action set forth herein in accordance with the requirements and procedures mandated by State law.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BUNNELL, FLORIDA:**

**Section 1. Legislative Findings and Intent.**

(a) The foregoing recitals (whereas clauses), along with the City staff report and City Commission agenda memorandum relating to the application of the proposed rezoning of the subject properties, are hereby adopted and incorporated into this Ordinance as the legislative and administrative findings of the City Commission.

(b) The exhibits to this Ordinance are incorporated herein as if fully set forth herein verbatim.

**Section 2. Rezoning of Real Property/Implementing Actions.**
(a) Upon enactment of this Ordinance, the following certain real property, as described herein and depicted in Exhibit "A" attached to this Ordinance, and totaling 4.91± acres in size, shall be rezoned to the "B-1, Business" zoning district from the existing "AG&S, Agricultural and Silviculture" zoning district

(b) The City Manager, or designee, is hereby authorized to execute any and all documents necessary to formalize approval of the rezoning action taken herein and to revise and amend the Official Zoning Map or Maps of the City of Bunnell as may be appropriate to accomplish the action taken in this Ordinance.

(c) Conditions of development relating to the subject property may be incorporated into the subsequent pertinent development orders and such development orders may be subject to public hearing requirements in accordance with the provisions of controlling law.

**Section 3. Property Information.**
The property which is the subject of this Ordinance is described as follows:

**TAX PARCEL NUMBER:** 09-12-30-5550-00160-0030

**LEGAL DESCRIPTION:** Being a Part of Tract 3, Block 16 of Section 9, Township 12 South, Range 30 East, according to the plat of St. Johns Development Company, a subdivision, recorded in Plat Book 1, Page 7, of the Public Records of Flagler County, Florida and more particularly described as follows:

Beginning at the southeast corner of said Section 9, as a Point of Reference and running thence North 1 degrees 26 10 West, along the East line of said Section 9, a distance of 488.17 feet; thence South 88 degrees 33 50 West, a distance of 649.38 feet more or less, West line of Tract 3, Block 16, thence South 1 degrees 45 00 East along West line of Tract 3 to a point of which is 233.71 feet North of the Southerly boundary of said Section 9; thence North 87 degree 06 00 East a distance of 417.42 feet to a point; thence South 1 degrees 45 00 East a distance of 233.71 feet to the southerly boundary of the said Section 9; thence along the said southerly boundary of Section 9 to the Point of Beginning of this description; Excepting therefrom the Southerly 25 feet and the Easterly 15 feet of the said Tract 3, Block 16, currently used for Right of Way purposes..

**Section 4. Incorporation of Maps.**
The maps attached to this Ordinance are hereby ratified and affirmed and incorporated into this Ordinance as a substantive part of this Ordinance.

**Section 5. Conflicts.**
All ordinances or part of ordinances in conflict with this Ordinance are hereby repealed.

**Section 6. Scrivener's Errors.**
In the event that a scrivener's error, typographical error, legal description error, or cartographic error is identified in this Ordinance or in the exhibit(s) attached hereto, the error may be corrected administratively by the City Manager or designee, in consultation with and approval by the City Attorney, without further action by the City Commission. Such corrections shall be limited to non-substantive errors that do not alter the intent, meaning, or effect of this Ordinance or the Rezoning approved herein. Any corrected exhibit or description shall be maintained in the official records of the City.

**Section 7. Severability.**
If any section, sentence, phrase, word, or portion of this Ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this ordinance not otherwise to be invalid, unlawful, or unconstitutional.

**Section 8. Non-codification.**
This Ordinance shall not be codified in the *City Code of the City of Bunnell* or the *Land Development Code of the City of Bunnell*; provided, however, that the actions taken herein shall be depicted on the zoning maps of the City of Bunnell by the City Manager, or designee.

**Section 9. Effective Date.**
This Ordinance shall take effect upon the effective date of Ordinance 2026-05

First Reading: approved on this _____ day of _____, 2026.

Second Reading/Final Reading: adopted on this _____ day of _____ 2026.

**CITY OF BUNNELL, FLORIDA**

_____
Catherine D. Robinson, Mayor

ATTEST:

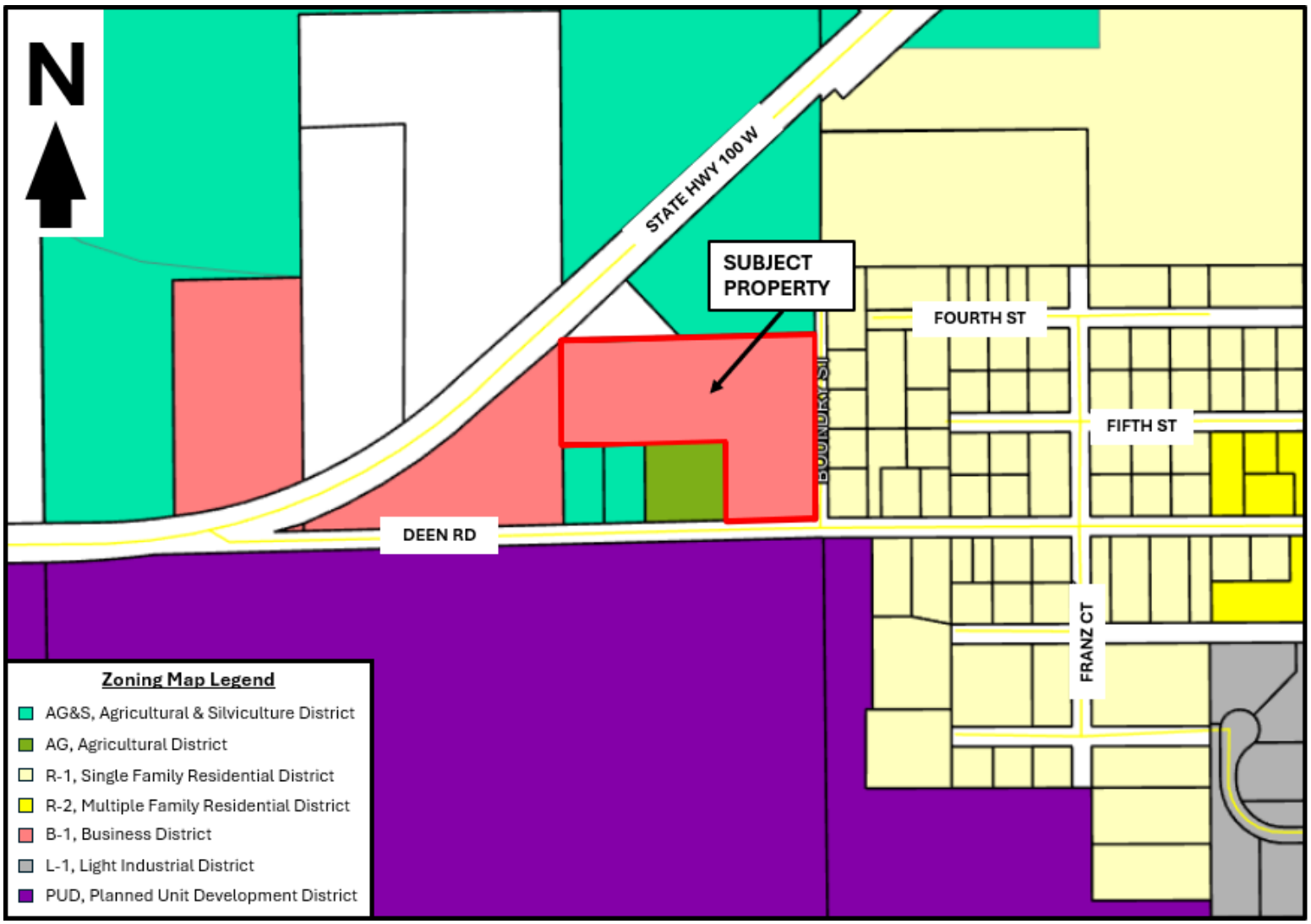
_____
Kristen Bates, MMC, City Clerk

Approved as to Form:

_____
Vose Law Firm, City Attorney

**Seal:**

**Exhibit "A"**
Amended Zoning Map



# Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of Sec. 166.041(4), Fla. Stat. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City of Bunnell has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by Sec. 166.041(4), Fla. Stat. will be provided in the "Business Impact Estimate" section below. In addition, even if one or more exemptions are identified, the City of Bunnell may nevertheless choose to provide information concerning the proposed ordinance in the "Business Impact Estimate" section below. This Business Impact Estimate Form may be revised following its initial posting.

**Proposed ordinance's title/reference:**

**ORDINANCE 2026-06**

**AN ORDINANCE OF THE CITY OF BUNNELL, FLORIDA PROVIDING FOR THE REZONING OF CERTAIN REAL PROPERTY TOTALING 4.91± ACRES, BEARING TAX PARCEL ID: 09-12-30-5550-00160-0030 AND LOCATED AT 1002 DEEN ROAD IN THE CITY OF BUNNELL LIMITS FROM "AG&S, AGRICULTURAL & SILVICULTURE DISTRICT" TO "B-1, BUSINESS DISTRICT"; PROVIDING FOR LEGISLATIVE FINDINGS AND INTENT; PROVIDING FOR THE TAKING OF IMPLEMENTING ADMINISTRATIVE ACTIONS; PROVIDING FOR THE ADOPTION OF MAPS BY REFERENCE; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR NON-CODIFICATION AND PROVIDING FOR AN EFFECTIVE DATE.**

**Applicable Exemptions:**

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  - ☐ Development orders and development permits, as those terms are defined in Section 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under Sections 163.3220-163.3243, Florida Statutes;
  - ☒ Comprehensive Plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
  - ☐ Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  - ☐ Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  - ☐ Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

**Business Impact Estimate:**

**The City of Bunnell hereby publishes the following information:**

1. **A summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

| |
|---|
| This is an Ordinance initiated by an applicant for amending the Official Zoning Map for 4.91+/- acres of land. |

2. **An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the municipality, including the following, if any:**

   **(a) An estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted:**

| |
|---|
| N/A |

   **(b) Identification of any new charge or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible:**

| |
|---|
| N/A |

   **(c) An estimate of the municipality's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs:**

| |
|---|
| N/A |

3. **A good faith estimate of the number of businesses likely to be impacted by the ordinance:**

| |
|---|
| N/A |

4. **Additional information the governing body determines may be useful (if any):**

| |
|---|
| This ordinance is initiated by a private party other than the City. |

***Note:*** *The City's provision of information in the Business Impact Estimate section above, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions below shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Sec. 166.041(4), Fla. Stat., Sec. 166.0411, Fla. Stat., or any other relevant provision of law.*

# City of Bunnell, Florida

## Agenda Item No. E.3.

Amount: N/A

Department: City Clerk Account #: N/A

Subject: Ordinance 2026-07 Amending the Bunnell Code of Ordinance creating regulations for the renaming of existing City streets. - First Reading

Agenda Section: **Ordinances: (Legislative):**

**ATTACHMENTS:**

Description

Ordinance 2026-07 Creating Sec 54-3 Renaming an Existing Street

Business Impact Statement Ord 2026-07

**Summary/Highlights:**

This is requested to create Section 54-3 in the Bunnell Code of Ordinance. Chapter 54 regulates streets and sidewalks.

**Background:**

The City has been receiving requests from members of the public to rename streets in the City. The renaming of a street should not be taken lightly due to all the impacts that occur when renaming an existing street.

Some of the effects and possible affects when a City changes a street name are the following:

- There is a cost to any resident living on the street as they need to obtain a new driver license
- The voting of a resident living on the street could be affected if they do not update their driver license prior to Election Day
- Mortgages and lenders or credit companies need to be notified by affected parties
- All utility accounts need to be updated; not only the City but other utilities such as power, phone, cable
- Any business located on the street will have to update all their business registration documents including but not limited to papers of incorporation and State licenses, advertising and other operational items like business cards, letterhead, etc.; all these changes are at the businesses' expense
- The City has to update and replace all signage for all intersections on the entire street. The cost for the sign alone is $100.00 per sign. Each intersection should have a minimum of 2 street name signs and in some instances up to 4. This means if a street to be renamed has nine intersections, the minimum cost to the City, not including any additional hardware or staff time to change out all signs, is $1800.00.
- Other agencies such as the Property Appraiser, Tax Collector, Supervisor of Elections

and Post Office are affected.  There is staff time required to ensure that all affected and required agencies receive the notice of street name changing.
- Dispatch and Emergency Services (maps and data) are affected
- Emergency response times could be affected due to address confusion or signage not being accurate

The proposed ordinance adopts regulations for the renaming of an existing City street.  It creates circumstances when the City will consider the renaming of a street if certain conditions are met, places the cost and burden to get approval from affected property owners on the requestor and places other costs the City would incur if adopted on the requestor too.

**Staff Recommendation:**

Approve Ordinance 2026-07 Amending the Bunnell Code of Ordinance creating regulations for the renaming of existing City streets. - First Reading

**City Manager Review/Recommendation:**

Approval

**ORDINANCE 2026-07**

**AN ORDINANCE OF THE CITY OF BUNNELL, FLORIDA AMENDING THE BUNNELL CODE OF ORDINANCE CHAPTER 54 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES; CREATING REGULATIONS FOR RENAMING EXISTING CITY STREETS; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY AND APPLICABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS,** Article VIII, Section 2, *Constitution of the State of Florida*, authorizes the City of Bunnell to exercise any power for municipal purposes except as otherwise provided by law; and

**WHEREAS,** the *Bunnell Code of Ordinance* provides regulations regarding streets; and

**WHEREAS,** the renaming of streets should not be taken lightly given the impact to those located on the street since changes to addresses also affect official documents such as driver's license, voter registration, utility accounts, and mortgages and other operational or official documents like letterhead, business cards, business registrations and more; and

**WHEREAS,** the renaming of streets affects not only the City but also other agencies such as the Property Appraiser, the Tax Collector, Emergency Dispatch and Emergency Services and could impact emergency response times; and

**WHEREAS,** the City currently has no formal process or regulations guiding the renaming of existing City streets and is in need of regulations regarding citizen requests to rename existing City streets; and

**WHEREAS,** the City Commission of the City of Bunnell finds it is in the best interest and welfare of the citizens of the City to adopt renaming regulations; and

**WHEREAS**, the City of Bunnell has complied with all requirements and procedures of Florida law in processing and advertising this Ordinance; and

**WHEREAS,** for purposes of this Ordinance, <u>underlined</u> type shall constitute additions to the original text, *** shall constitute ellipses to the original text and ~~strikethrough~~ shall constitute deletions to the original text.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF BUNNELL, FLORIDA AS FOLLOWS:**

**Section 1.**
The Bunnell Code of Ordinances shall be amended to read as follows:

**Section 54-3 Renaming Existing City Streets.**

(a) All requests to rename an existing City street must come from a resident of the City of Bunnell.

(b) City streets may be renamed to honor an individual. The proposed street name shall be the name of a person. To be considered for street renaming:
  (1) That person should have made a significant contribution to the history, progress, development, or culture of Bunnell during their lifetime.
  (2) The person must have been a resident of the City of Bunnell at the time significant contributions were made.

(c) The application to rename a street shall include:
  (1) A summary of the person's contribution to the history, progress, development, or culture of Bunnell and the Bunnell address of the person when making the contribution to the City.
  (2) Written statement of support by a minimum of 75% of the property owners, whether the parcel is addressed or not, abutting the street to be renamed. This also includes property owners whose property may not have frontage on the street, but whose ingress/egress easement provides access from the street to be renamed.

(d) The name of the street shall not be a duplicate or similar name to existing public streets or private ways within the County. The City will coordinate any proposed street name change with the GIS and Flagler County E-911 communication systems.

(e) Prohibited. Streets with buildings or structures on the National Historical Registry and those already named to honor a specific individual are not eligible for renaming.

(f) Any fees and costs incurred by the City to rename a street including but not limited to notices, advertisements, recording costs, and sign changes will be the responsibility of the applicant.

(g) The criteria in this section apply for both permanent and honorarium proposed street name changes.

**Section 2. Implementing Administrative Actions.**
The City Manager, or designee, is hereby authorized and directed to implement the provisions of this Ordinance and to take any and all necessary administrative actions to include, but not be limited to, the adoption of administrative forms, policies, procedures, processes and rules. All development orders shall be issued in a manner consistent with controlling law and rendered in appealable form with the City Clerk. Denials of development approvals shall be issued in accordance with controlling law to include, but not be limited to, Section 166.033, *Florida Statutes*.

**Section 3. Codification.**
The provisions of this Ordinance, including its recitals, shall become and be made a part of the *Bunnell Code of Ordinance* and the Sections of this Ordinance may be renumbered or re-lettered to accomplish such intention and the word "Ordinance", or similar words, may be changed to "Section," "Article", or other appropriate word; provided, however, that Sections 2, 3, 4, 5, and 6 shall not be codified. The Code codifier is granted liberal authority to codify the provisions of this Ordinance.

**Section 4. Conflicts.**
All ordinances or parts thereof in conflict with this Ordinance are hereby repealed to the extent of such conflict.

**Section 5. Severability.**
If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or application hereof, is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion or application shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

**Section 6. Effective Date.**
This Ordinance shall take effect immediately upon enactment.

First Reading: approved on this 23rd day of March 2026.

Second Reading: approved on this _____day of _____ 2026.

**CITY COMMISSION, City of Bunnell, Florida**.

By: _____
Catherine D. Robinson, Mayor

Approved for form and content by:

_____
Vose Law Firm, City Attorney

Attest:

_____
Kristen Bates, MMC, City Clerk

Seal:

# Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of Sec. 166.041(4), Fla. Stat. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City of Bunnell has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by Sec. 166.041(4), Fla. Stat. will be provided in the "Business Impact Estimate" section below. In addition, even if one or more exemptions are identified, the City of Bunnell may nevertheless choose to provide information concerning the proposed ordinance in the "Business Impact Estimate" section below. This Business Impact Estimate Form may be revised following its initial posting.

**Proposed ordinance's title/reference:**

**ORDINANCE 2026-07**
**AN ORDINANCE OF THE CITY OF BUNNELL, FLORIDA AMENDING THE BUNNELL CODE OF ORDINANCE CHAPTER 54 STREETS, SIDEWALKS AND OTHER PUBLIC PLACES; CREATING REGULATIONS FOR RENAMING EXISTING CITY STREETS; PROVIDING FOR CONFLICTING PROVISIONS; PROVIDING FOR SEVERABILITY AND APPLICABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**Applicable Exemptions:**

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
  - ☐ Development orders and development permits, as those terms are defined in Section 163.3164, and development agreements, as authorized by the Florida Local Government Development Agreement Act under Sections 163.3220-163.3243, Florida Statutes;
  - ☐ Comprehensive Plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
  - ☐ Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  - ☐ Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  - ☐ Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

**Business Impact Estimate:**
**The City of Bunnell hereby publishes the following information:**

**1. A summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

This is an Ordinance initiated by the City to adopt criteria and regulations for applying for the renaming of an existing City street. The City does not currently have these regulations and due to impacts on individuals, businesses and Federal, State and Local agencies, these regulations are needed. If a street renaming is approved by the City Commission, there are consequences such as: Mortgages and lenders or credit companies need to be notified by affected parties; All utility accounts need to be updated; not only the City but other utilities such as power, phone, cable; Any business located on the street will have to update all their business registration documents including but not limited to papers of incorporation and State licenses, advertising and other operational items like business cards, letterhead, etc.; all these changes are at the businesses' expense; Dispatch and Emergency Services (maps and data) are affected; Emergency response times during a health or safety incident could be affected due to address confusion or signage not being accurate

**2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the municipality, including the following, if any:**

**(a) An estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted:**

If adopted, any business located on street that gets renamed through this process would have to update their business registration documents, State licenses, advertising and other business-related items like business cards, paper invoices, letterhead, etc. The cost to update all business-related documents is not able to be estimated.

**(b) Identification of any new charge or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible:**

None from the City. Department of State or other regulatory paperwork updating fees could apply to any affected business on a street to be renamed.

**(c) An estimate of the municipality's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs:**

No municipal fees are being proposed with this ordinance.

**3. A good faith estimate of the number of businesses likely to be impacted by the ordinance:**

Unable to determine. A business would only be affected if they are located on a local City street that is being proposed to be renamed by a member of the public. The proposed ordinance places the burden of notification to all affected properties on the requestor/applicant and requires written support from 75% of those who will be affected by an approved name change including a business on the street.

**4. Additional information the governing body determines may be useful (if any):**

This Ordinance is proposed to create obligations and responsibilities on a person asking the City to change the name of a local street because of the very widespread impact and costs to others including but not limited to just businesses.

***Note:*** *The City's provision of information in the Business Impact Estimate section above, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions below shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Sec. 166.041(4), Fla. Stat., Sec. 166.0411, Fla. Stat., or any other relevant provision of law.*

# City of Bunnell, Florida

## Agenda Item No. H.1.

| | | | |
|---|---|---|---|
| Document Date: | 03/05/2026 | Amount: | $294,000 |
| Department: | Infrastructure | Account #: | 401-0533-533.6300 |
| Subject: | Request for Approval of Connect Consulting, Inc. (CCI) Purchase Order For Well 3R | | |
| Agenda Section: | **New Business:** | | |

**ATTACHMENTS:**
Description
ADA Proposal - Well 3 Replacement - 274.10.pdf

**Summary/Highlights:**

The City currently contracts professional hydrogeological services with CCI (agreement #2025-08) to evaluate and repair wells and improve our infrastructure. Staff is requesting approval to submit a purchase order for well replacement services for Well 3.

**Background:**

Well 3 is over 60 years old and has lost capacity, experiencing both reduced pumping rate and excessive drawdown. CCI has submitted a proposal in the amount of $294,000 to add Well 3R as a replacement well for Well 3. This includes Well 3R design, technical specifications, permitting, construction, testing and Well 3 abandonment.

The project was originally anticipated to cost an estimated $600,000. As this proposal is considerably less, we would like to move forward with the project at this time. Funds have been approved in the fiscal year 2025-26 budget in account 401-0533-533.6300.

**Staff Recommendation:**

Approve CCI Purchase Order for Well 3R in the amount of $294,000.

**Finance Department Review/Recommendation:**

Approve CCI Purchase Order for Well 3R in the amount of $294,000.

**City Manager Review/Recommendation:**

Approved.

CCI Connect Consulting, Inc.

North Florida Office
1210 Emmel Road
Lake Helen, Florida 32744
Phone: 386-473-7766
drobertson@cciwater.com

**Water Resource Consultants**

February 15, 2026

Dustin Vost
Infrastructure Director
City of Bunnell
P.O. Box 756
Bunnell, FL 32110

**RE: Public Water Supply Well 3 Replacement**
CCI Project No: 274.10

Dear Mr. Vost:

Connect Consulting, Inc. (CCI) is pleased to submit this proposal to the City of Bunnell (City) to replace Public Water Supply (PWS) Well 3, a Confined Surficial aquifer (CSA), screen and filter-packed well originally constructed in 1963. Well 3 will be replaced with a new CSA PWS Well (3R). Towards that end, we have developed a scope of work to complete the project as requested by the City. Well 3 is located north of the City's Water Treatment Plant (WTP) as shown in **Figure 1**. The WTP is located at 1601 Old Moody Boulevard, Bunnell, FL 32110.

## Discussion

The City operates a well field consisting of Upper Floridan aquifer (UFA) and Confined Surficial aquifer (CSA) wells, which is currently operating with three (3) reliable wells. Well 3 is a screen and filter-packed well completed into the CSA. Well 3 is over 60 years old and has lost capacity, experiencing both reduced pumping rate and excessive drawdown, likely due to encrustation from naturally occurring calcium carbonate and iron precipitation on the well screen and filter pack. Well construction details for Well 3 are included in **Table 1**.

**Table 1 – Well Construction Details**

| Well Number | District ID | Outer Casing Diameter (in.) | Inner Casing Diameter (in.) | Outer Casing Depth (ft.) | Screen Depth (ft.) | Total Depth (ft.) | Source |
|---|---|---|---|---|---|---|---|
| 3 | 6832 | 18 | 12 | 70 | 70-110 | 110 | CSA |

Notes: in. – inches ft. – feet CSA – Confined Surficial aquifer
GPM – Gallons per minute

CCI evaluated, rehabilitated, and replaced the pump in Well 3 in 2022-23. The specific capacity was improved from ~3.5 gallons per minute per foot of drawdown (GPM/ft. DD) to ~5 GPM/ft. DD. CCI recommended the City replace Well 3 with a newly constructed CSA well within 1-3 years given the age and condition of Well 3. City staff requested CCI to prepare a proposal to construct replacement Well 3R.

**Scope of Work**

The following scope of work was developed with input from City personnel to implement the replacement of Well 3:

A. Hydrogeologic and Engineering Consulting Services:

1. Provide project management and project coordination.
2. Develop conceptual well design and technical specifications.
3. Apply for and secure a Consumptive Use Permit modification to the St. Johns River Water Management District (SJRWMD), adding Well 3R as a replacement well for Well 3.
4. Coordinate communication between the City and Flagler County on the location, access, and construction of Well 3R.
5. Assist the licensed water well contractor in preparing and submitting a Well Construction Permit application to the SJRWMD.
6. Apply for and receive Florida Department of Environmental Protection (FDEP) Application for a Specific Permit to Construct PWS Components as required under Florida Administrative Code Chapter 62-555. CCI will assist with providing documents/information related to well construction and testing to allow the Engineer/City to obtain the Certification of Construction Completion and Request for Clearance to Place Permitted PWS Components into Operation (FDEP form 62-555.900(9)). Note: this task will be completed by a Professional Engineer (P.E.) as a sub-contractor to CCI.
7. Coordinate onsite project activities with the construction of the Flagler County fire station to be located on the same parcel as Well 3R.
8. Provide oversight services during construction and testing of Well 3R and abandonment of Well 3.
9. Collect and tabulate hydrogeologic, lithologic, and testing data.
10. Prepare a final report summarizing the construction and testing of Well 3R and abandonment of Well 3.

B. Field Services:

*Task 1 – Well 3R Construction and Testing*

1. Coordinate with the City to stake Well 3R site and well location. Approximate location of Well 3R site and well are included in **Figures 2-3**.

2. Provide and prepare a boundary and topographic survey of Bunnell Well Site 3R located at 1600 Old Moody Boulevard, Bunnell, FL 32110, Flagler County Property Appraiser ID 11-12-30-0650-000B0-0260. One (1) signed and sealed boundary and topographic survey map on 24 inch by 36 inch media will be prepared. One (1) electronic AutoCAD drawing (.dwg) file and one (1) Adobe image (.pdf) file will be prepared.
3. Apply for and secure a Well Construction Permit for Well 3R from the SJRWMD.
4. Prepare Well 3R site and install silt fence as needed.
5. Mobilize drilling rig and support equipment.
6. Drill a 6-inch diameter pilot hole to a target depth of up to 120 feet. Identify and log the drill cuttings every 10-feet and condition the borehole before removing the drilling tools.
7. Conduct geophysical logs (Electric and gamma ray) on the pilot hole.
8. Based on the cuttings (lithologic log) and the geophysical logs, finalize the well design by selecting the depth setting for the outer 16-inch diameter casing and the screened interval for the inner 10-inch diameter casing, screen, and blank sections, if any.
9. Once the well design has been finalized, ream the 6-inch pilot hole to a nominal diameter of 20-inches to the depth selected for the outer 16-inch diameter casing, estimated from existing data at ~70-feet.
10. Install new 16-inch diameter, 0.375-inch wall, steel casing.
11. Equip the steel outer casing with an airtight cement header. Install a tremie line through the airtight header to within 5 feet of the bottom of the casing. Then pressure grout the outer casing, bottom to top with neat Type IL Portland cement.
12. After allowing the cement to cure for at least 8-hours, drill out a nominal 16-inch bore hole to the target total depth to accommodate a 10-inch inner, stainless steel casing, a 10-inch stainless steel (50 slot) well screen and a 10-inch stainless steel blank (5-foot) on the bottom of the screen.
13. Install the 10-inch inner casing, screen, and blank section to the target total depth, estimated from existing data at ~110 feet.
14. Once the inner casing and screen have been installed, immediately fill the annulus using a tremie line with new, clean, well rounded silica filter pack, from bottom to top, by washing in the filter pack using clean, fresh potable water with disinfectant added periodically during the installation.
15. After the filter pack has been installed to a point ~10-feet below the top of the inner casing, treat the well with an approved mud thinning agent (Thinz-it® or similar) placed in the screen section and left in the well over night.
16. After the mud thinning agent treatment, begin well development, which will consist of a combination of high pressure (+600 PSI) horizontal jetting and simultaneous eductor reverse air development. Development will proceed until the well is fully developed and the discharge is sand free, which could take up to 40 hours.

17. After the well is completely developed, conduct a step-drawdown pumping test at three (3) increasing rates, such as 100-200-300 GPM or as directed by the Hydrogeologist.
18. Conduct a constant rate pumping test (4-hours) at the recommended design rate, which will be determined from the analysis of the step-drawdown pumping test. Assist the City in the collection of water quality samples during the last hour of the constant rate pumping test. The samples will be analyzed by the City's contract environmental laboratory for Florida Administrative Code 62-550 and 62-555 parameters required to place the well into service.
19. Construct a minimum 6'x6'x8" concrete well pad and pump pedestal that meets current FDEP and SJRWMD standards.
20. Complete equip and connect work as detailed in *Task 2*.
21. Disinfect the well and turn the well over to the City for bacteriologic sample clearance.
22. **Figure 4** illustrates the conceptual subsurface design for the new well.
23. Submit a Well Completion Report to SJRWMD.
24. Clean up and restore the site; demobilize equipment and materials.

*Task 2 – Equip and Connect*

1. The Engineer of Record will provide drawings for FDEP-approved wellhead piping and well site layout.
2. Furnish and install a new submersible pump and motor (up to 10 HP) and new Certa-Lok® PVC drop pipe. Pump sizing will be based on the results of the pumping tests conducted on Well 3R.
3. The stainless steel discharge head that was fabricated and installed on Well 3 will be reused for Well 3R.
4. Reconnect the wellhead piping and install additional piping and valves where needed. The City is responsible for providing the new flowmeter for installation in the discharge pipeline.
5. Alter and install electrical service to Well 3R. Electrical service to include a new Siemens Heavy Duty Safety Switch installed at the well site.
6. Furnish and install approximately 100 linear feet (20 ft. x 30 ft.) 6 ft. tall commercial grade chain link fencing with 3-strand barbed wire top, and two (2) 6 ft. gates.
7. Furnish and install gravel inside the fenced site.
8. Prepare an As-built/Record Survey of the proposed improvements at the site. Provide one (1) signed and sealed boundary and topographic survey maps on 24 inch by 36 inch media and one (1) electronic AutoCAD drawing (.dwg) file, and one (1) Adobe image (.pdf) file.
9. Provide documents/information related to well construction and testing to support the Engineer of Record to submit the *Certification of Construction Completion and Request for Clearance to Place Permitted PWS Component into Service* (FDEP form 62-555.900(3)).

*Task 3 – Well 3 Abandonment*

1. Apply for and secure a Well Abandonment Permit for Well 3 from the SJRWMD.
2. Mobilize necessary equipment for abandonment work.
3. Remove the pump and motor and properly dispose.
4. Install a grout tremie line within 5-feet of the total depth of the well and neat Portland Type IL cement will be pumped from bottom to top back to land surface. The top of the casings will be cut ~2 feet below grade and the hole filled with sand, leveled, and graded smooth.
5. Demolish and remove the existing well pad and pump pedestal. Remove and dispose of concrete off site as appropriate. Demolish and remove the surrounding chain-link fence as necessary.
6. Submit a Well Completion Report to SJRWMD.
7. Clean up the site and demobilize.

**Cost and Schedule**

CCI will complete the scope of work described above on a lump sum/fixed fee basis as follows:

| | |
|---|---|
| Well 3 Replacement: | $294,000.00 |
| Time of Completion (from authorization): | 180 Days |

We appreciate the opportunity to assist the City with this project.

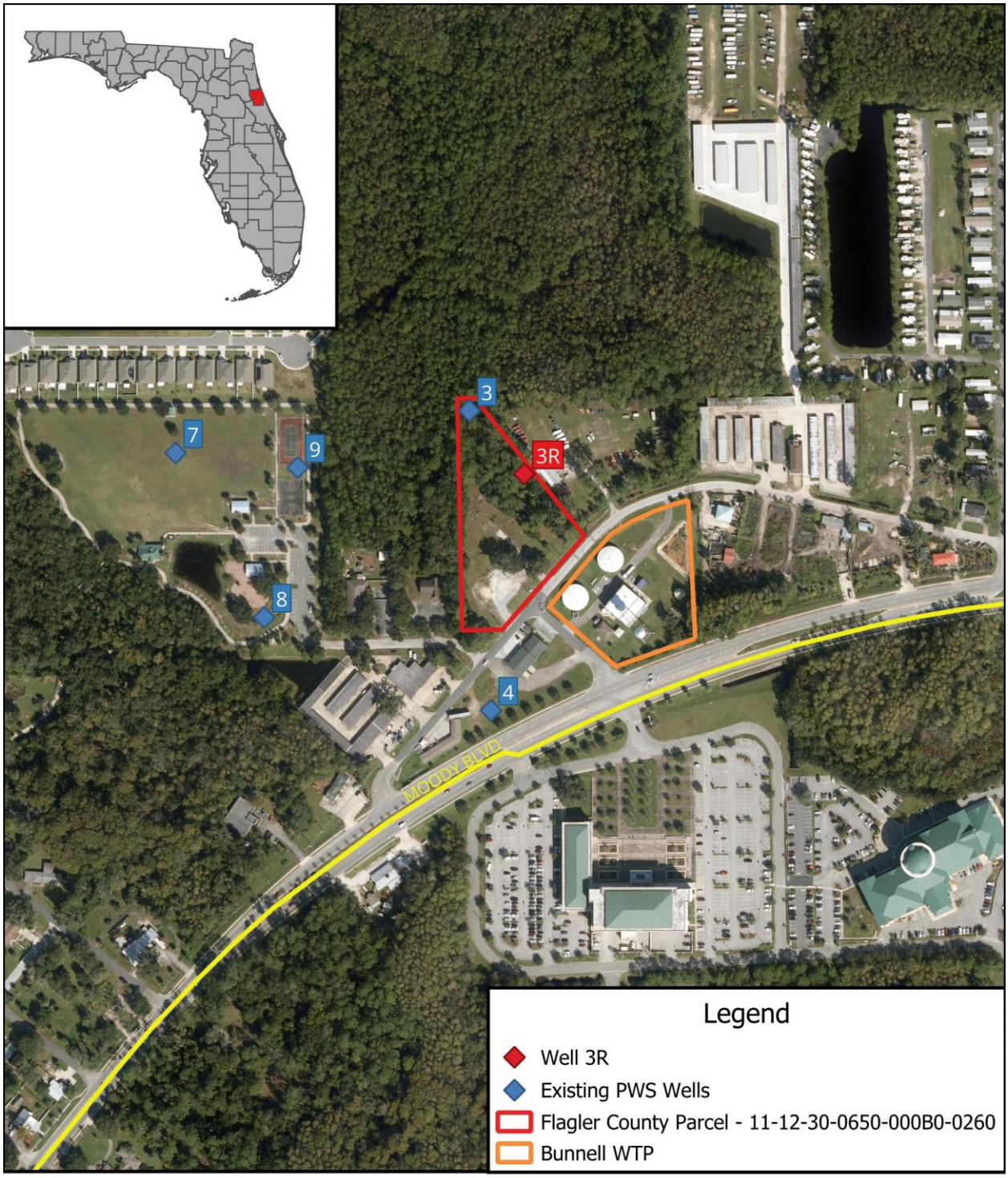
Please review this proposal and contact us with any questions.

Sincerely:

***Connect Consulting, Inc.***
David S. Robertson
David S. Robertson, P.G
Principal Hydrogeologist

Cc: Mary Anne Atwood
Nathan Randolph
Thomas Freeman

# FIGURES

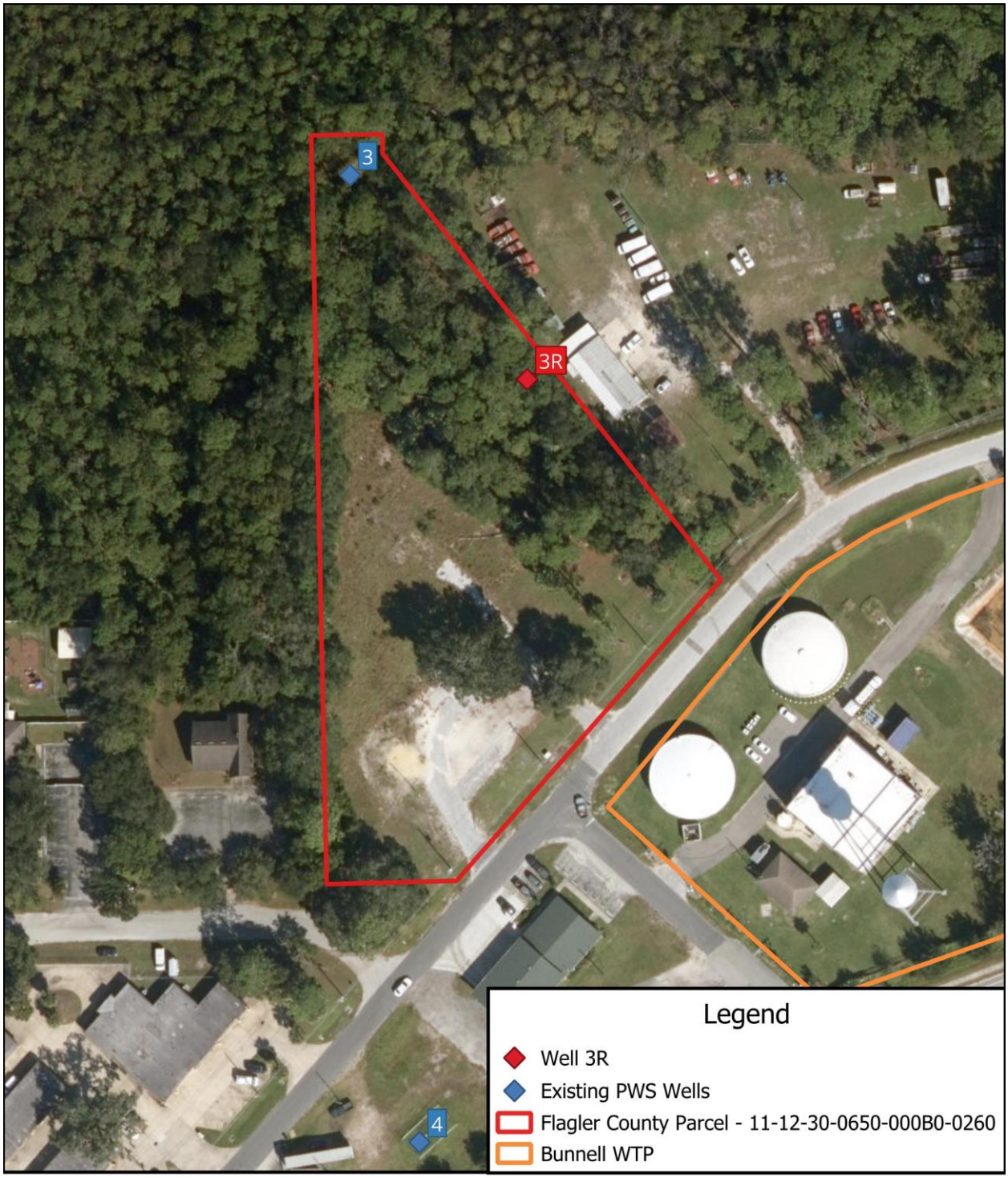


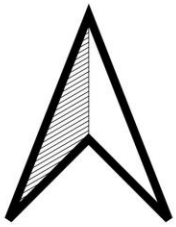

CCI Connect Consulting, Inc.
Water Resource Consultants

City of Bunnell
Well 3R Replacement
Bunnell, Flagler County, Florida

# Well Location Map

Figure 1



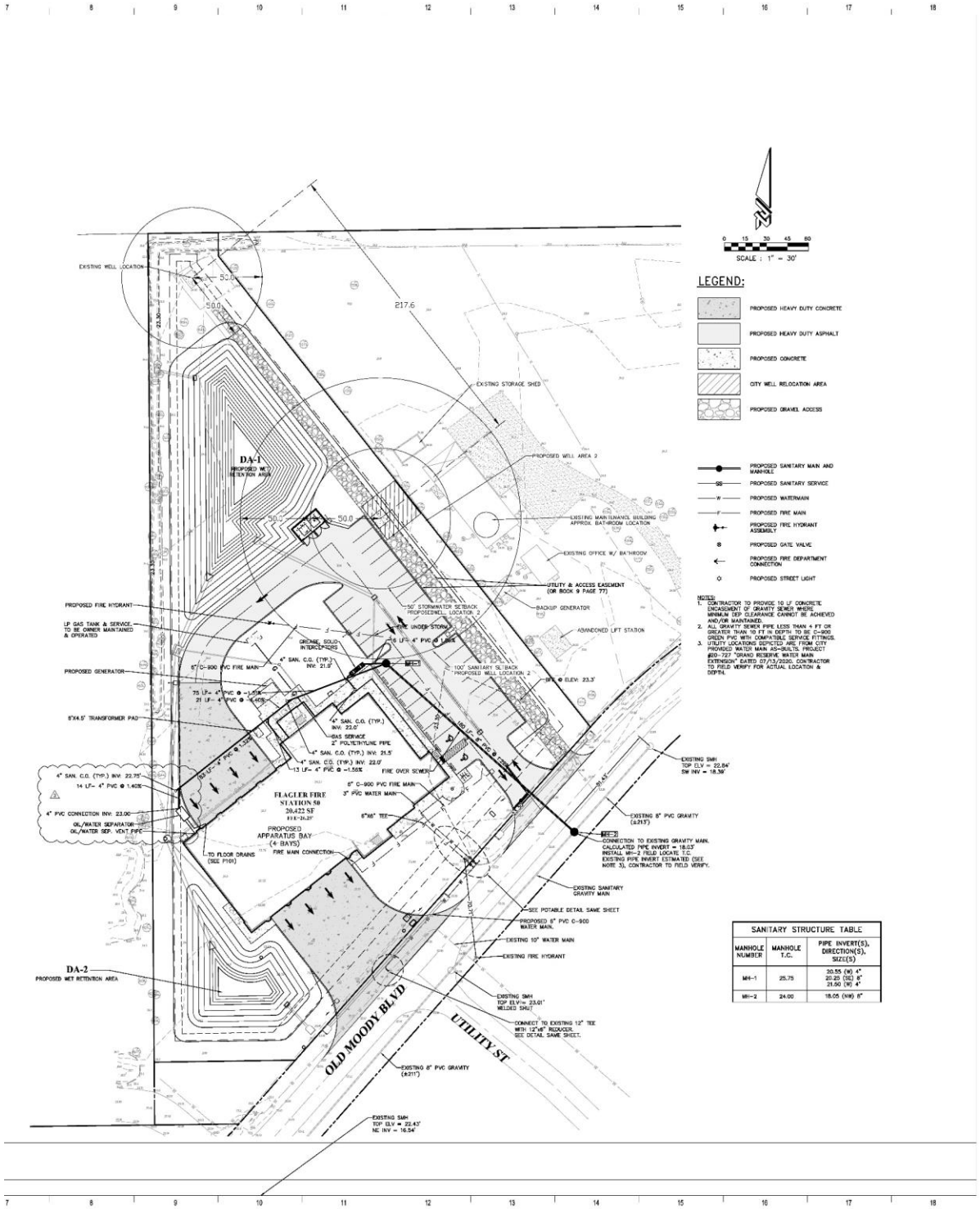
0 100 200 ft

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Water Resource Consultants

City of Bunnell
Well 3R Replacement
Bunnell, Flagler County, Florida

# Well 3R Location Map

Figure 2




FLAGLER COUNTY
1769 EAST MOODY BLVD, BUNNELL, FL 32110

# FLAGLER COUNTY FIRE STATION 50

PROJECT LOCATION:
1930 OLD MOODY BOULEVARD,
BUNNELL, FL 32110

SCHENKEL SHULTZ
SS Lic. No. AA-C000937
Daniel C Laggan. Lic No. AR94736
www.schenkelshultz.com
834 N. Orange Avenue,
Winter Park, FL 32789
voice 407-872-3322
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SEE FOR POLICY AND INFORMATION

ZEV COHEN & ASSOCIATES, INC.
WWW.ZEVCOHEN.COM

Randy M. Hudak, P.E., No.65053

| REVISIONS | | |
|---|---|---|
| MARK | DESCRIPTION | DATE |
| 1 | REVISED PER CITY COMMENTS (REVISED PLANS) | 07-11-2025 |
| 2 | REVISED PLANS PER COMMENTS (REVISED PLANS) | 09-23-2025 |
| 3 | REVISED PER FEA QAQC | 10-23-2025 |

COMM. NO.: 2024803
ISSUE DATE: 06/12/2025
DRAWN BY: SA

UTILITY PLAN

C501

100% CONSTRUCTION DOCUMENTS

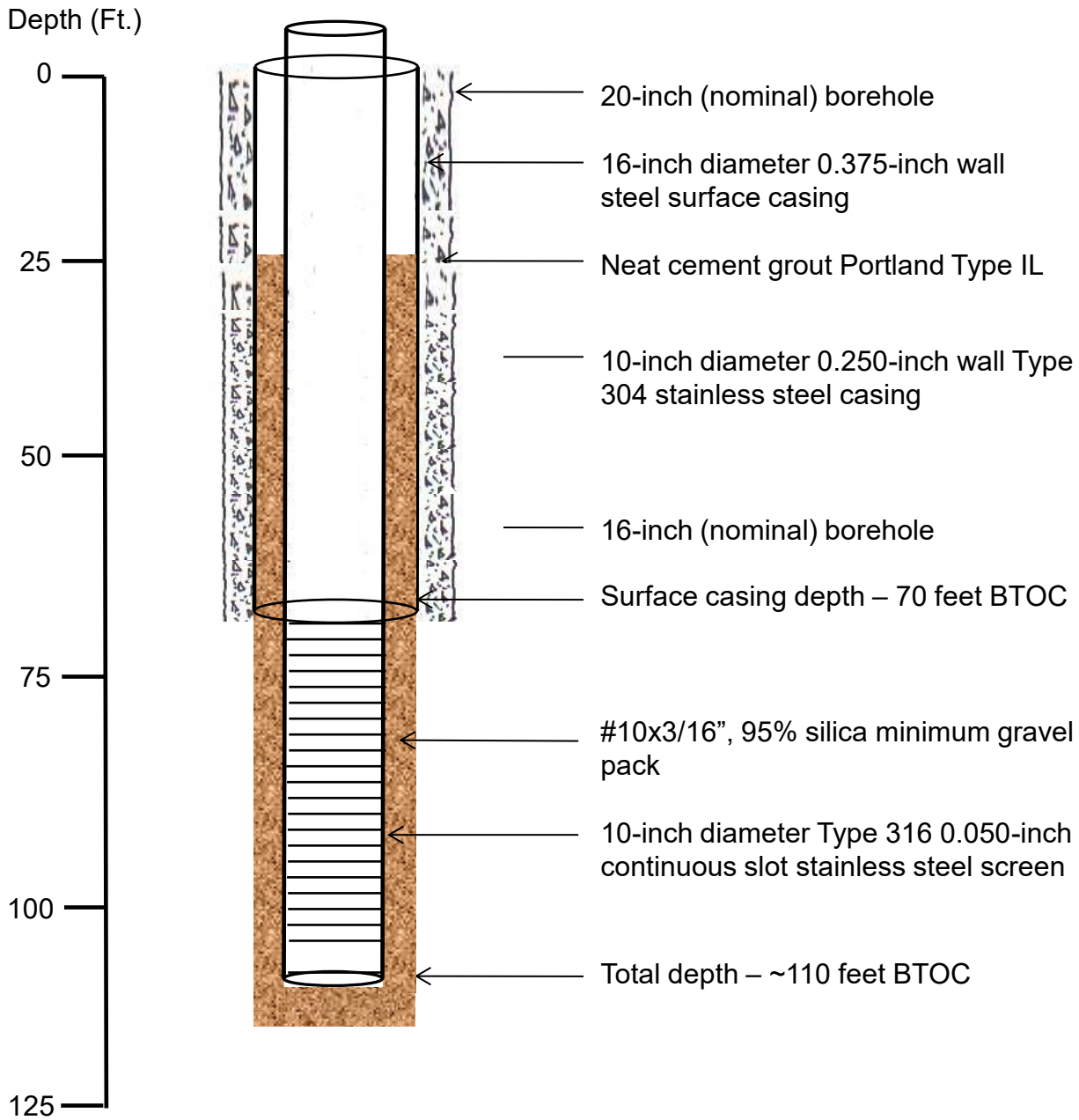
NOT RELEASED FOR CONSTRUCTION

CCI Connect Consulting, Inc.
Water Resource Consultants

City of Bunnell
Well 3R Replacement
Bunnell, Flagler County, Florida

Fire Station 50 Construction Diagram

Figure 3




Not To Scale

Notes:
1. Pit casing not shown.

CCI Connect Consulting, Inc.
Water Resource Consultants

City of Bunnell
Well 3R Replacement
Bunnell, Flagler County, Florida

Conceptual Subsurface Well Construction Details

Figure 4


CCI
Connect
Consulting, Inc.
Water Resource Consultants

# City of Bunnell, Florida

## Agenda Item No. H.2.

Department: Human Resources
Subject: Request Approval of City Health Insurance Enrollments for 2026 Benefit Year
Agenda Section: **New Business:**

**ATTACHMENTS:**
Description
FHCP Renewal 2026.pdf
Dental Renewal.pdf

**Summary/Highlights:**

The City needs to renew certain employee benefit agreements for the upcoming benefit year. This is a request to renew those agreements. Not all benefit provider contracts need to be renewed at this time.

**Background:**

The City has negotiated rates with the City's health insurance benefit providers. Nationally, most insurance costs are rising 20% or more.

The following are the contracts being renewed:
Florida Health Care Plans with a 4.9% increase which is much better that the national average.
Florida Blue (dental) had a slight increase, but the benefits increased a bit too.

The following does not need to be renewed at this time:
VSP for vision (was renewed in 2025 for two years)

**Staff Recommendation:**

Approval of City Health Insurance Enrollment Agreements for 2026 Benefit Year

**City Attorney Review:**

Approved for agenda

**City Manager Review/Recommendation:**

Approved for agenda

Florida Health Care Plans®
An Independent Licensee of the Blue Cross and Blue Shield Association

March3, 2026

Dear Benefits Manager,

It is Florida Health Care Plans' continued pleasure to provide health care coverage to **CITY OF BUNNELL**, employees.

FHCP is proud to once again claim top honors in the News-Journal Reader's Choice Award as the "Best HMO Around". This honor reflects our commitment to offer the highest quality medical care and service to our members' at the most affordable price.

FHCP strives to provide the most competitive rates available. Please be advised that the renewal rates for this organization were determined based on the cost factors for the current employee census. If the actual census or employees who participate in FHCP change s significantly, this could have a material impact on rates, either positive or negative. If based on actual enrollment, rates reflect a greater than 10% variance; FHCP reserves the right to make necessary adjustments.

I have attached the following contract documents for your group for this renewal period.

- FHCP Large Group Insurance Contract
- Employer Application
- Group Contract Information Page that provides the plan rates
- Applicable Rider(s)
- Summary of Benefit and Coverage (SBC) Document(s)

Please confirm the **CITY OF BUNNELL'S** acceptance of FHCP coverage by:

1) Reviewing and signing the attached FHCP Large Group Insurance Contract.
2) Completing and signing t he attached Employer Application.
3) Reviewing and signing the attached Group Contract Information page.

Please return these documents to me **as soon as possible**, along with your member enrollment spreadsheet or applications. You can scan and email the signed contract documents to jen.ferreira@bcbsfl.com.

If you have any questions, please feel free to contact me at 386-615-5076, or **John Bierworth**, your Account Management Specialist at **386-615-5073**.

Sincerely,

*Jen Ferreira, Sales Resource Specialist*

Attachments

**FLORIDA HEALTH CARE PLAN, INC.**
**2450 Mason Avenue**
**Daytona Beach, FL 32114**

**Group Insurance Contract**
(herein called the Contract)

Florida Health Care Plan, Inc., (hereinafter called FHCP), agrees to provide the health care services described under the provisions of the Group Plan as further described in the applicable Certificate of Coverage, Schedule of Benefits, and other applicable documents, to all Covered Employees of the Employer and their Covered Dependents. The provision of services is subject to all of the terms on this page and those that follow, including any limitations, restrictions or exclusions, as well as any amendments made a part of this Group Plan.

The Employer may act on behalf of all eligible employees and dependents. Every act by, agreement made with, or notice given to the Employer will be binding on all Covered Employees and Covered Dependents.

This Group Plan is issued in consideration of the application of the Employer and payment of Premium in advance by the Employer at FHCP's corporate office in Daytona Beach, FL 32114.

This Group Plan is effective on the Group Effective Date shown on the Group Plan Information Page. The first Premium covers the period starting on the Group Effective Date.

The parties hereto have caused this Agreement to be executed by their duly authorized officers or agents.

**FLORIDA HEALTH CARE PLAN, INC.**

By:_____ Date: 03/03/2026
Marie Atanasoski
CFO
Florida Health Care Plan, Inc.

**GROUP / EMPLOYER**

By:_____ Date:_____
Authorized Representative

CITY OF BUNNELL Group #: 704 Effective Date: 05/01/2026
Company Name

## 1. Responsibilities of the Employer

The Employer acknowledges and warrants that is eligible for the health care coverage provided under this Group Plan by virtue of being an Employer, as defined in the Florida Statutes and applicable law, at the time this Group Plan is issued. The Employer shall offer to all eligible employees the opportunity to become a Covered Employee under this Group Plan. Such offer shall be made in such a fashion that employees are made aware, and understand, that this Group Plan contains a benefit structure that may require the use of a Primary Care Physician and/or Participating Providers.

The Employer shall pay FHCP the applicable Premium as further described herein. The Employer may require an employee to pay some portion of the Premium. However, the Employer must contribute the same percentage toward the cost of all health benefit plans established and maintained by the Employer.

## 2. Responsibilities of FHCP

In consideration of the payment of Premium by the Employer, FHCP shall provide coverage for Covered Employees and, if applicable, their Covered Dependents. In doing so, FHCP may enter into agreements with providers of health care, one or more other Group Policies or insurers and such other individuals and entities as may be necessary to enable FHCP to fulfill its obligations under this Group Plan.

FHCP agrees to provide coverage without discrimination because of race, color, national origin, age, disability, religion, or sex or any other basis prohibited by law.

## 3. Employee Eligibility

Subject to any Eligibility Exceptions noted on the Group Plan Information Page or other applicable documents, an individual becomes eligible for coverage on the date they complete any applicable waiting period established by the Employer, as shown on the Group Plan Information Page or other applicable documents. The waiting period is the length of time an individual must wait before becoming eligible for coverage.

If an eligible person is currently covered under any other Plan issued by FHCP, or any other health benefit plan established and maintained by the Employer, they will not be considered eligible for coverage under this Group Plan.

## 4. Commencement of Coverage

On the Group Plan Effective Date as shown on the Group Plan Information Page, FHCP agrees to provide the coverage stipulated in this Group Plan, Certificates of Coverage, Schedule of Benefits, and other applicable documents to all Covered Employees and, if applicable, their Covered Dependents, if any. Such coverage begins on the Covered Person's effective date, which will be the first of the month after the receipt and approval of the application by FHCP, unless this Group Plan specifies a date other than the first of the month (See Special Enrollees, Late Enrollees, and Dependent Effective Date provisions of the Certificate of Coverage). FHCP accepts no liability for benefits related to expenses incurred prior to the Covered Person's effective date or after the Covered Person's termination date, which will be on the last day of the coverage month, except as described in the Extension of Benefits provision or as specified in the Terms of Renewal and Termination provisions.

## 5. Minimum Participation Requirements

Employer must maintain a minimum enrollment agreed upon by FHCP. If these participation requirements are not satisfied, FHCP reserves the right to terminate this Group Plan after giving the Employer forty-five (45) days written notice prior to the Group's anniversary date.

FHCP reserves the right to request evidence of employee and dependent coverage under other plans to verify eligibility and compliance with this Provision.

## 6. Termination of this Plan by the Employer

The Employer may terminate this Group Plan as of any Premium due date and should give FHCP at least forty-five (45) days prior written notice. In such event, no benefits will be provided on or after such termination date, except as specifically set forth in this Group Plan.

## 7. Termination of this Plan by FHCP

FHCP may terminate this Group Plan as of any Premium due date if the Employer has not paid the entire required Premium by the end of the Grace Period as set forth herein. However, if the Employer has given FHCP prior written notice in advance of an earlier date of termination, this Group Plan will terminate as of that earlier date. The Employer is liable to FHCP for any unpaid Premium for the time the Group Plan was in force, or for any amounts otherwise due FHCP.

If the Group's coverage is terminated for any reason set forth in this Group Plan, FHCP will mail the Employer a written notification that this Group Plan has terminated. This notification will disclose the date of termination and the reason(s) for termination. It is the Employer's obligation to immediately notify each Covered Person of any such termination.

## 8. Terms of Renewal

This Group Plan is a guaranteed renewable Plan. This means the Plan renews each year on the Group Plan Anniversary Date shown on the Group Plan Information Page. FHCP guarantees the Employer the right to renew the Group Plan each year, at the Employer's option, with the exception of non-payment of Premium or loss of eligibility. FHCP will give the Group at least forty-five (45) days advance written notice of our intent to non-renew this Group Plan, if one of the following circumstances has occurred:

A. The Employer fails to timely pay Premium or contributions in accordance with the terms of this Group Plan;
B. The Employer fails to comply with material provisions of this Group Plan which relates to rules for contribution or participation;
C. FHCP ceases offering this Plan to all policyholders;
D. The Employer and enrollees no longer work or reside in the service area of FHCP or in the area in which FHCP is authorized to do business;
E. The Employer has performed an act or practice that constitutes fraud or made an intentional misrepresentation of material fact under the terms of this Group Plan;
F. FHCP is required to by applicable law.

## 9. Discontinuance of this Plan

FHCP may discontinue offering this particular Group Plan if:

A. FHCP provides at least ninety (90) days notice to each policyholder and to participants

and beneficiaries covered under the Plan prior to renewal; and

B. FHCP offers each policyholder the option to purchase other coverage currently being offered by FHCP.

**10. Discontinuance of all Coverage in the GroupMarket**

FHCP may discontinue offering all coverage in Florida if:

A. We provide notice to the Office of Insurance Regulation (hereinafter called Office) and each Employer and enrollee 180 days prior to renewal; and

B. All health coverage issued or delivered for issuance in Florida is discontinued and coverage under such health coverage is not renewed.

**11. PREMIUM.**

Employer shall pay FHCP Premium for services rendered in accordance with this Agreement.

A. **Premium:** means any payments or amounts required by a health contract for coverage, by whatever name called. This includes but is not limited to any monthly subscription fee.

**B. Premium Due Date**
After the Group Effective Date shown on the Group Plan Information Page, the Premium due date will be the first day of each month.

**C. Payment of Premium**
The first Premium payment is due on the Effective Date shown on the Plan Information Page. Each following Premium payment is due monthly unless the Employer and FHCP agree on some other method and/or frequency of payment. Premium payments should be sent to FHCP's home office or the billing address provided by FHCP.

**12. The Grace Period**

This Plan has a 10-day grace period. A grace period means that if any required Premium is not paid on or before the date it is due, it may be paid during the grace period immediately following that Premium due date. During the grace period, the Plan will stay in force. The grace period does not apply to the Premium due on the Effective Date, or if the Employer has given FHCP written notice that the Plan is to be terminated prior to the Premium due date. If the Premium is not paid by the end of the grace period, the Plan may terminate as of the date the payment was due. Any late payment penalties are subject to Department of Insurance approval.

**13. Monthly Premium Statement**

FHCP will prepare a monthly statement of the Premium due on or before the Premium due date. This monthly statement will also reflect any pro rata Premium charges and credits resulting from changes in the number of Covered Persons and changes in the amounts of coverage that took place in the previous month. If a Covered Person becomes ineligible for coverage under this Group Plan for any reason, the Employer shall, if possible, provide FHCP with prior written notice of such ineligibility. However, in any event, written notice of such ineligibility shall be provided by the Employer to FHCP no later than thirty (30) days after such ineligibility. In the event that notice of termination of a Covered Person, or a decrease in coverage, is received by FHCP more than one month after the termination or decrease, retroactive credit will be limited to premium paid after date of termination or decrease in coverage.

FHCP's billing cycle is as follows:

1. If members are added on or before the 15th of the month, they are billed for the

whole month. If members are added on or after the 16th of the month, they are not billed for that month.

2. If members are canceled on or before the 15th of the month, they will not be billed for that month. If members are canceled on or after the 16th of the month, they are billed for the whole month.

This is called the "wash cycle". If you have any questions, please call the FHCP Enrollment Department at 386-676-7176 or 1-800-352-9824 ext. 7176 during business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m.

[This provision is subject to FHCP billing policies, protocols, and procedures which may change from time to time.]

**14. Simplified Accounting**

Premium adjustments will be made on the monthly Premium statement date that is the same as or next follows the date:

A. A person becomes covered;
B. The amount of coverage on a Covered Person changes, but not due to a revision of the coverage plan; or
C. A person ceases to be covered.

**15. Changes in Premium**

No change in Premium rates will be made for the first twelve (12) months that this Group Plan is in effect. A change in Premium rates will not be made more often than once in a twelve
(12) month period. FHCP will give the Employer written notice of any changes in Premium rates at least thirty (30) days prior to the Group's renewal date.

**16. Incorrect Premium Payment**

Any Premium adjustment made due to the correction of an error in the Premium payment will be made without interest on the next Premium due date after the facts are made known to FHCP.

**17. Entire Plan**

The entire agreement is made up of this document, the Employer's application for coverage, Certificate of Coverage, Schedule of Benefits, and any amendments, riders, or certificates attached hereto along with the applications for all Covered Employees and their covered dependents, or any other documents mutually agreeable by both FHCP and Employer to be incorporated herein. All statements made by the Employer or by a Covered Employee are considered to be representations, not warranties. This means that the statements are considered to have been made in good faith. No such statement will void this Plan, reduce the benefits it provides, or be used in defense to a claim for coverage unless it is contained in a written application and a copy is furnished to the person making such statement.

**18. Time Limits for Certain Defenses**

After two years from the effective date of this Plan, no misstatement made by the Employer, except a fraudulent misstatement made in the Employer's application for this Plan, may be used to

void this Plan. After two years from a Covered Person's effective date, no misstatement made by the Covered Person, except a fraudulent misstatement on his or her application, may be used to deny a claim for any benefit which begins after the end of the two- year period from the Covered Person's effective date.

**19. Employer as FHCP's Agent for Limited Purposes**

The Employer is considered to be an agent of FHCP only for the following purposes:

A. Collecting employee enrollment information;
B. Collecting any required employee contribution; and
C. Giving out Certificates of Coverage or other coverage information to the Covered Employees.

**20. Administration**

The Employer must provide FHCP with the information it needs to administer this Group Plan and to compute the Premium due. Failure of the Employer to provide this information will not void or continue a Covered Person's coverage. FHCP has the right to examine the Employer's records on any issues necessary for the proper administration of this Group Plan at any reasonable time while this Group Plan is in force.

**21. Financial Responsibilities of the Employer**

FHCP reserves the right to recover any benefit payments made to or on behalf of any individual whose coverage has been terminated. Recovery efforts will relate to benefit payments made for services or supplies rendered subsequent to the Covered Person's termination date and prior to the date notice of coverage termination by the Employer. The Employer shall cooperate with and support such recovery efforts.

In the event that the Employer does not comply with the notice requirements set forth in the Premium Statement section, the Employer shall be solely liable to FHCP to the extent of any payment made on behalf of such individual for services or supplies rendered subsequent to the date notice of a Covered Person's termination was due.

**22. Certificates of Coverage**

FHCP will issue Certificates of Coverage for each Covered Employee. The certificate will describe the benefits provided and the limitations of this Group Plan. Nothing in the certificate will change or void the terms of this Group Plan.

The Employer agrees that, if requested by FHCP, the Employer will distribute to Covered Persons, the Certificate of Coverage and any amendments or endorsements to it, other coverage materials and notices applicable to all or any Covered Persons.

**23. Changes to this Group Plan**

FHCP may change this Group Plan from time to time as required by applicable state and federal laws and subject to Office approval. No change to this Group Plan will be effective unless made by an amendment or rider that has been signed by an officer of FHCP. No agent may change this Group Plan or waive any of its provisions.

If FHCP increase the cost share for any benefit or delete, amend or limit any of the benefits to

which a Covered Person is entitled to under this plan, We will give the Group forty-five (45) days written notice prior to renewal. The Group will not be notified if benefits are increased or if the Group requests any changes, deletions or limitations.

**24. Misstatements**

If information about a Covered Person is misstated, FHCP may adjust the Premium to correctly reflect the true information. If the misstatement affects the amount of the Covered Person's coverage, the true information may be used to determine the correct amount of coverage.

**25. Worker's Compensation**

This Plan does not affect or take the place of Workers' Compensation.

**26. Assignment**

Neither this Plan, nor the benefits provided under this Plan, may be assigned except as otherwise specifically described in this Plan.

**27. Certificate of Coverage Provisions made part of this GroupPlan**

The remainder of the Group Plan consists of the provisions shown in the Certificate of Coverage issued to Covered Employees under this Group Plan. These provisions are made a part of the Group Plan. Amendments, if any, changing the provisions of the Certificate of Coverage are also made a part of the Group Plan.

**28. Service Area**

The Service Area shall consist of the counties in which FHCP is authorized and licensed to do business.

**29. Blue Cross Blue Shield Association**

Subscriber, or Group Subscriber on behalf of itself and its participants hereby expressly acknowledges its understanding this policy/Agreement constitutes a contract solely between Subscriber and Florida Health Care Plans, which is an independent corporation operating under a license from the Blue Cross and Blue Shield Association, an association of independent Blue Cross and Blue Shield Plans, (the "Association") permitting Florida Health Care Plans to use the Blue Cross and/or Blue Shield Service Mark[s] in Florida and that Florida Health Care Plans is not contracting as the agent of the Association. Subscriber, or Group Subscriber on behalf of itself and its participants further acknowledges and agrees that it has not entered into this policy/Agreement based upon representations by any person other than Florida Health Care Plans and that no person, entity, or organization other than Florida Health Care Plans shall be held accountable or liable to Subscriber, or Group Subscriber for any of Florida Health Care Plans obligations to Subscriber, or Group Subscriber created under this policy/Agreement. This paragraph shall not create any additional obligations whatsoever on the part of Florida Health Care Plans other than those obligations created under other provisions of this agreement.

## 30. Retroactive Enrollment Activity

Requests for retroactive enrollment activity shall be submitted in writing to FHCP's Enrollment Department and shall include an explanation for the retroactive request. Such requests are only granted in FHCP's sole discretion. Parties acknowledge that granting of requests may be subject to certain reporting requirements under state or federal guidelines. FHCP reserves the right, in its sole discretion, to process reversal of any claims payments made during the retroactive termination period. Parties acknowledge that individual members may be billed for reversed claims.

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# EMPLOYER APPLICATION

**PLEASE FORWARD COMPLETED APPLICATION TO:**
**FLORIDA HEALTH CARE PLANS, ATTN.: MARKETING DEPARTMENT, 1340 RIDGEWOOD AVENUE, HOLLY HILL, FL 32117**
**IF YOU SHOULD HAVE ANY QUESTIONS, PLEASE GIVE US A CALL AT 386-676-7110 or 1-800-232-0578.**

## I. GROUP INFORMATION: (PLEASE PRINT)

**Application and all necessary requirements must be received by the 15th of the month prior to effective date.**

LEGAL GROUP NAME: CITY OF BUNNELL

"DOING BUSINESS AS" (DBA), IF DIFFERENT: _____ GROUP NO(S). 704

STREET ADDRESS: 604-4 E. MOODY BLVD

CITY/STATE/ZIP: BUNNELL, FLORIDA 32110 PHONE #: 386-523-4042

MAILING ADDRESS: PO BOX 756
(IF DIFFERENT FROM ABOVE)

CITY/STATE/ZIP: BUNNELL, FLORIDA 32110 EMAIL: breed@bunnellcity.us

GROUP CONTACT PERSON: BRADLEY REED TITLE: HUMAN RESOURCE MANAGER FAX #: 386-437-8253

FEDERAL TAX ID#: 59-6000285 NATURE OF BUSINESS: MUNICIPALITY SIC#: 9121 EXCLUSIVE: ☒ Yes ☐ No

IF NO, OTHER CARRIER: _____ AND # OF EMPLOYEES ENROLLED: _____

WORKER'S COMP CARRIER: PGIT/PSMI

CURRENT CARRIER: FLOROIDA HEALTH CARE PLANS EFFECTIVE DATE: 05/01/2025 TERM DATE: 04/30/2026

PRIOR CARRIER: _____ EFFECTIVE DATE: _____ TERM DATE: _____

## II(a). EMPLOYMENT DATA:

**Number of** employees choosing:

| | |
|---|---|
| HMO Coverage | _____ |
| POS Coverage | _____ |
| Triple Option Coverage | _____ |
| Waive Coverage | _____ |
| Total number **of eligible employees:** | _____ |

**Number** of employees:

| | |
|---|---|
| Employed part-time | _____ |
| Serving new hire period | _____ |
| Residing out-of-area | _____ |
| Retired | _____ |
| Eligible for Cobra | _____ |

## II(b). ELIGIBILITY RULES:

A. Employee must work 30 or more hours per week to be eligible.
B. Retirees Covered: ☒ Yes ☐ No
C. Eligibility Waiting Period: 1ST of month following 60 days of eligible employment.
D. Have you employed 20 or more employees for 20 weeks or more during the last calendar year? ☒ Yes ☐ No

## III. COVERAGE SELECTION FOR ALL ELIGIBLE EMPLOYEES:

**EFFECTIVE DATE** 05 / 01 / 2026 (mm/dd/yyyy)
**EMPLOYER CONTRIBUTION TO FHCP**: (MINIMUM 50% REQUIRED) SINGLE 100 % DEPENDENT 0 %

**LARGE GROUP: (51+ employees)**
*50% Participation Required*

**SMALL GROUP:** (1-50 employees)
70% *Participation Required*

**PLAN CODE(S)**
HMO: T23, T66
POS: _____
Triple Option: _____
HDHP: _____

**APPLICABLE RIDERS**
☐ Dental
☐ Vision
☒ Pharmacy
☒ Wellness (Gym)
☒ WFW 06/01/2013
☐ Other _____

SMALL GROUP COMPLETE
☐ One Life ☐ 2-50
☐ **I reviewed state mandated plans available to small groups, I elect to choose other coverage for my business.**

☒ **Domestic Partnership Coverage**

☒ **COBRA Administration (Available to groups with 20+ employees)**

## IV. AGENT INFORMATION:

AGENT NAME (please print): NOT APPLICABLE E-mail Address: _____

STATE OF FLORIDA LICENSE NO.: _____

EMPLOYER/AGENCY (if commissions are paid to entity): _____

ADDRESS: _____

CITY / STATE / ZIP: _____

PHONE #: _____ FAX #: _____

SIGNATURE: _____ DATE: _____

## V. EMPLOYER CERTIFICATION:

The Employer named above hereby applies for Employer Group Health Benefit Plan membership in FHCP on behalf of its eligible members and their eligible dependents who elect to enroll in FHCP. If accepted, this Employer Enrollment Form, Employee Enrollment Forms, the executed FHCP Employer Group Health Benefit Plan Contract, and Certificates of Coverage for the selected benefit plan, constitute the entire Contract between the Group and FHCP. The Employer agrees to pay any and all monthly subscription fees associated with the coverage chosen for their employees. The Employer is a group employer and eligible for coverage under the applicable section of the Florida Statutes and approved by the Department of Financial Services. I certify that I have read the statements on this form or that they have been read to me, and that all the information was provided by me and is true and complete to the best of my knowledge. I understand that any material misrepresentation or material omission contained herein may be used to reduce or deny a claim or service or void the contract; I understand that no agent can modify this application, waive the answers to any questions, or suggest or complete the answers thereto. ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER, FILES A STATEMENT OF CLAIM OR ANY APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY OF THE THIRD DEGREE.

Company Name: CITY OF BUNNELL

Authorized Person's Name: CATHERINE D. ROBINSON Title: MAYOR

Authorized Person's Signature: _____ Date: _____

**FOR FHCP USE ONLY:**

**MARKETING**
Commissions: ☐ Yes ☐ No
Approved: _____ Date: _____

**ENROLLMENT**
Group No: _____ Check No: _____
Plan Codes: _____ _____ _____ Approved By: _____
Rider Codes: _____ _____ _____ Date: _____
Amount Received: _____

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# CONTRACT INFORMATION PAGE

Employer Name: CITY OF BUNNELL
Group Number(s): 704
Group Plan(s): HMO'S

Applicable Options:

Group Effective Date: 10/01/2005
Contract Anniversary Date: 05/01/2026 - 04/30/2027

Eligibility Exceptions: Domestic Partner w/Dep

# of Eligible Employees: _____

- ☐ Vision Rider
- ☒ Pharmacy Rider $3/10/30/55
- ☒ COBRA Coverage
- ☒ WFW effective 6/1/2013 Co-pay $5.00
- ☐ Wellness Services Rider effective _____
- ☒ Preferred Fitness Gym Rider 5/1/2012
- ☐ Religious/Moral Contraception Objection

Employer Contribution Method: PERCENTAGE (% or flat) Employee 100% Dependent 0%

**Waiting Period:** First of the month following 60 days of eligible employment. **Terminate:** Last day of billing cycle.

***Rate Schedule***

| Group Plan | **HMO T23** | **HMO T66** | | |
|---|---|---|---|---|
| Rx & Rx Code | $3/10/30/55 RX (G5) | $3/10/30/55 RX (G5) | | |
| Single | $1,050.06 | $927.49 | | |
| SP w/ any # Children | $2,037.14 | $1,799.33 | | |
| Couple | $2,037.14 | $1,799.33 | | |
| Family | $2,509.68 | $2,216.70 | | |

Florida Health Care Plan, Inc. (hereinafter called FHCP) agrees to provide the health care services described under the provisions of this Group Insurance Contract (herein called the Contract) and the FHCP Group Member Handbook (which by reference thereto is made a part thereof) for all Covered Employees of the Employer and their covered dependents. The provision of services is subject to all of the terms on this page, those that follow, and the FHCP Group Member Handbook, including any limitations, restrictions or exclusions, as well as any amendments made a part of this Contract.

The Employer may act on behalf of all eligible employees and dependents. Every act by, agreement made with, or notice given to the Employer will be binding on all Covered Employees and Covered Dependents.

The contract is issued in consideration of the application of the Employer and payment of subscription fees in advance by the Employer. This Contract is effective on the Contract Anniversary Date shown above. The first subscription fees cover the period starting on the Contract Anniversary Date.

Signed for Florida Health Care Plan, Inc., Florida to take effect on the Contract Anniversary Date for delivery in the State of Florida.

BY: _____ *Jenevieve Ferreira*

Marie Atanasoski
CFO
Florida Health Care Plan, Inc.

Witness

Date: 03/03/2026

BY: _____

Name : Catherine D. Robinson
Title: Mayor
Group Name: City of Bunnell

Witness

Date: _____

Revised 02-25-25

# PREFERRED FITNESS CERTIFICATE

This Preferred Fitness Certificate is designed to complement your FHCP benefit plan and provide fitness center access and other services to further members' wellness which include:

**Fitness Center (Gym) access for eligible members:**

Covered members will have access to FHCP contracted fitness centers in our service areas.
Please refer to the FHCP Certificate of Coverage for a listing of our service areas.

- FHCP members have access to all contracted fitness centers.
- FHCP members may visit as many contracted fitness centers as they would like and are not restricted on the number of facilities they may join or the number of times they may visit.
- FHCP members must provide their FHCP insurance card to check in and register at contracted facilities.
- FHCP members must abide by all rules and policies of the contracted fitness centers.
- Please check with the specific fitness center for the ages accepted at the fitness facility.
- A list of contracted fitness centers can be found on our website at fhcp.com, or you can contact FHCP's Member Services Department at the contact information below.

**Member Portal including Welcome to Wellness:**

Members are offered online health information through the Member Portal that includes a large variety of general health and wellness topics. Included are:

- Online Personal Health assessment
- Interactive tools
- Preventive care information
- Quizzes
- Online access to programs and information
- A comprehensive library of health-related topics in English and Spanish

If you have any questions or would like additional information, please contact the Florida Health Care Plans Member Services Department at:

**386.615.4022 • 1.877.615.4022**
**www.fhcp.com**

Florida Health Care Plans®

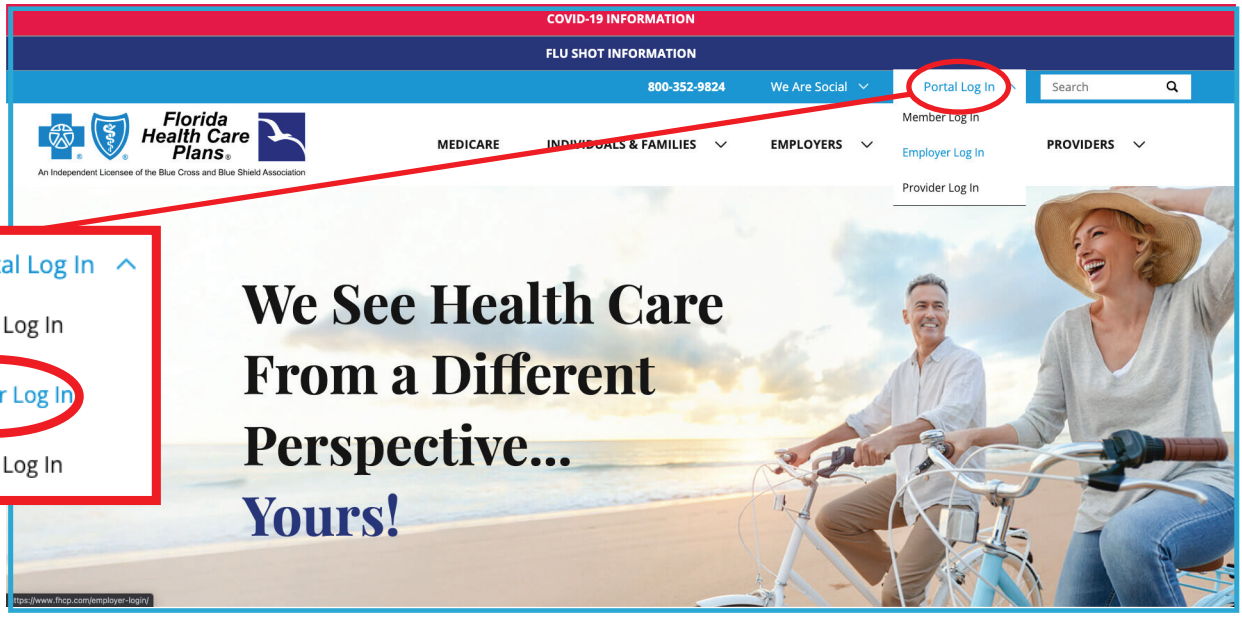
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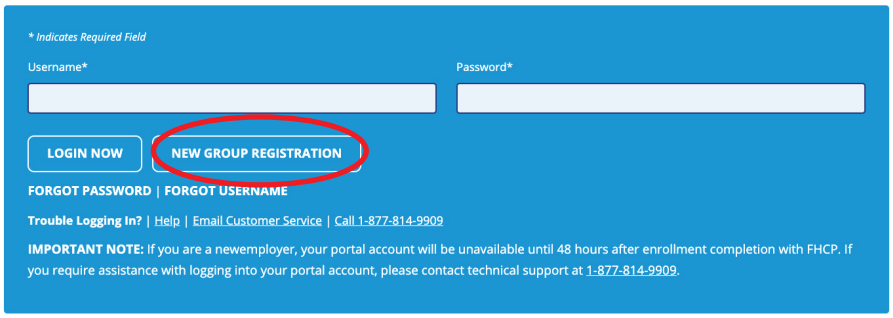
# FHCP EMPLOYER PORTAL
## SIGN-UP INSTRUCTIONS

**1** VISIT FHCP.COM AND CLICK THE "PORTAL LOG IN" BUTTON ON THE TOP, THEN CHOOSE "EMPLOYER LOG IN" FROM THE DROP DOWN MENU.




OR YOU CAN LOOK FOR THIS BUTTON UNDER **EMPLOYERS**: **Portal Log In**

**2**




NEXT, YOU WILL COME TO THIS PAGE. BE SURE TO CLICK "**NEW GROUP REGISTRATION**" TO CREATE YOUR NEW ACCOUNT. ALL EMPLOYERS WILL NEED TO CREATE AN ACCOUNT WITH FHCP TO LOGIN.

**YOU WILL NEED YOUR GROUP TAX ID NUMBER TO REGISTER FOR YOUR ACCOUNT.**
ONCE YOU FOLLOW THE STEPS, FHCP WILL CONFIRM YOUR REGISTRATION.
YOU WILL NOW BE ACTIVATED AND ABLE TO USE YOUR ACCOUNT!

## TIPS

- USE ONLY SUPPORTED BROWSERS (UPDATED FIREFOX, CHROME, SAFARI AND INTERNET EXPLORER)
- JOT YOUR USER NAME AND PASSWORD DOWN AND KEEP IT IN A SAFE LOCATION

Florida Health Care Plans®

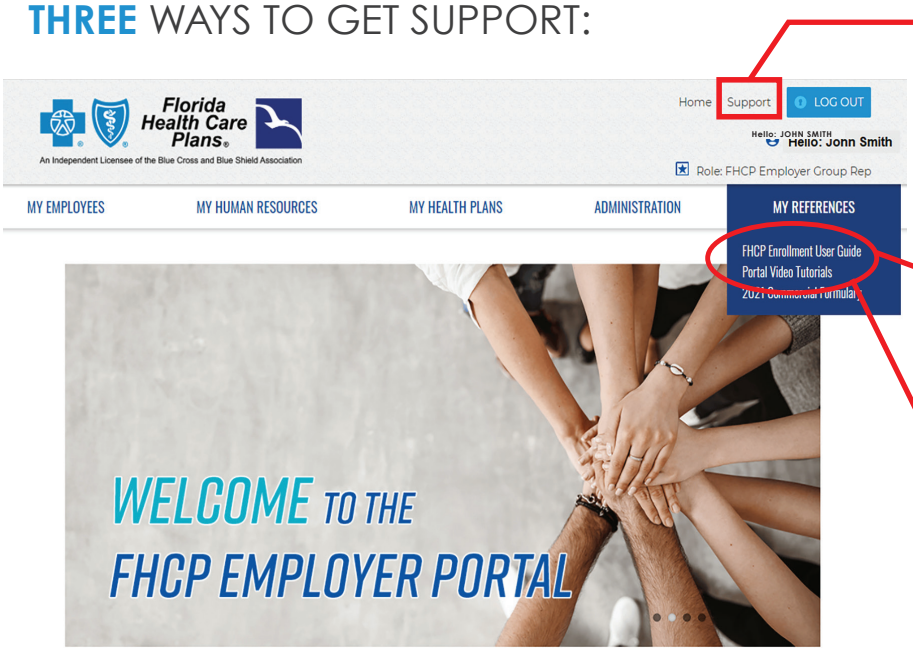
An Independent Licensee of the Blue Cross and Blue Shield Association

# FHCP EMPLOYER PORTAL
## SIGN-UP INSTRUCTIONS

## 3 **FEATURES** AVAILABLE IN THE **EMPLOYER PORTAL**

- SELECT AN EMPLOYEE AND VIEW THEIR DEMOGRAPHICS
- VERIFY BENEFITS AND ELIGIBILITY COVERAGE AND DEDUCTIBLE AND OUT-OF-POCKET ACCUMULATORS FOR AN EMPLOYEE AND/OR DEPENDENTS
- REQUEST REPLACEMENT OR TEMPORARY ID CARDS FOR EMPLOYEE AND/OR DEPENDENTS
- VIEW/ACCESS BENEFIT DOCUMENTS FOR SELECTED EMPLOYEE
- SUBMIT ELECTRONIC "CHANGE ENROLLMENT" TRANSACTIONS TO FHCP
- SUBMIT ELECTRONIC "TERMINATE ENROLLMENT" TRANSACTIONS TO FHCP
- SUBMIT ELECTRONIC "INITIAL ENROLLMENT (ADD)" TRANSACTIONS TO FHCP
- REQUEST/VIEW/DOWNLOAD AN EMPLOYEE ROSTER REPORT

## 4 **THREE** WAYS TO GET SUPPORT:




1- CLICK **SUPPORT** TO FIND IMPORTANT FHCP PHONE NUMBERS

2- **ACCESS** THE ENROLLMENT USER GUIDE FOR INSTRUCTIONS ON EACH FUNCTION

3- **ACCESS** VIDEO TUTORIALS FOR INSTRUCTIONS ON EACH FUNCTION

PLEASE NOTE: After you have registered for the portal, you will be sent a confirmation email informing you of available resources and how to register for training. **FHCP** Strongly recommends that you attend training before submitting enrollment changes.

☐ Florida Blue ☐ truli for health ☒ Florida Combined Life An Independent Licensee of the Blue Cross and Blue Shield Association ☐ Capital Health PLAN An Independent Licensee of the Blue Cross and Blue Shield Association

# LARGE GROUP EMPLOYER APPLICATION

| | |
|---|---|
| Group Name (full and complete legal name): CITY OF BUNNELL | Group #: B9614 |
| Doing Business As: | Effective Date: 05/01/2026 |
| Contract Type: ☒ New ☐ Renewal ☐ Other_____ | |

## I. Selection of Coverage*

Coverage Selected: ☐ Health ☐ Vision ☒ Dental

(For detailed information refer to Section IV: Benefit Information)
Blue Cross and Blue Shield of Florida, Inc., DBA Florida Blue, Health Options, Inc., DBA Florida Blue HMO, BeHealthy Florida Inc., DBA Truli for Health, Capital Health Plan Inc. (CHP), are the carriers for Health and Vision Plan offerings in this application. Florida Combined Life Insurance Company, Inc., is the carrier for the Dental offerings in this application.

## II. Group Information

| | |
|---|---|
| 1. SIC Code: 9121 | 2. Nature of Business: Legislative bodies |
| 3. Tax ID Number: 596000285 | 4. Workers' Compensation Carrier: NONE |

The Policy excludes expenses for any service or supply to diagnose or treat any Condition from or in connection with an Insured's job or employment (e.g., any service or supply which is covered by Workers' Compensation insurance) except for medically necessary services (not otherwise excluded) for an individual who is not covered by Workers' Compensation and that lack of coverage did not result from any intentional action or omission by that individual. The foregoing exclusion applies to an individual who elects exemption from Workers' Compensation coverage and to an individual who foregoes Workers' Compensation coverage available to employees in the Group.

### Group Addresses

5. Applicant Group Physical Address: 201 W MOODY BLVD

| | | | |
|---|---|---|---|
| County: Flagler | City: BUNNELL | State: FL | Zip Code: 32110 |

### Group Contact Information

| | | |
|---|---|---|
| 8. Decision-Maker Name: BRADLEY REED | Email: BREED@BUNNELLCITY.US | Phone Number: (386) 523-5042 |
| Location(s) (if applicable): | | |
| 9. Primary Benefit Administrator Name: KRISTEN BATES | Email: KBATES@BUNNELLCITY.US | Phone Number: (386) 263-8808 |
| Location(s) (if applicable): | | |

### Common Ownership, Subsidiary & Affiliate Information

10. Is your organization considered a single employer (i.e., as part of a controlled group of corporations) under subsection (b), (c), (m) or (o) of section 414 of the Internal Revenue Code of 1986? ☐ Yes ☒ No

### Prior Carrier Information

| 12. **Product:** | **Replacing Similar Coverage?** | **If Yes** | |
|---|---|---|---|
| | | **Prior Carrier Name** | **Termination Date** |
| Dental | ☒ Yes ☐ No | FLORIDA COMBINED LIFE | 04/30/2026 |

### Billing Options

13. Bill Setup: ☒ One Bill ☐ Multiple Bill by Location ☐ Multiple Bill by Other Categories

14. Bill Itemizing: ☒ None ☐ Custom Categories

15. Bill Sorting by: ☒ Alphabetical ☐ Contract Number

Health and Vision insurance is offered by Florida Blue. HMO coverage is offered by Florida Blue HMO, CHP and/or Truli for Health, which are affiliates of Florida Blue. Florida Combined Life Insurance Company, Inc., is the carrier for the Dental offerings in this application. These companies are Independent Licensees of the Blue Cross and Blue Shield Association.

| Applicant Group Name (full and complete legal name) | Tax ID | Group # (if applicable) |
|---|---|---|
| CITY OF BUNNELL | 596000285 | B9614 |

## III. Eligibility Information

### Employee Eligibility

1. Waive the waiting period for the initial group enrollment? ☒ Yes ☐ No

| 2. Description | Product | Length of Waiting Period | Employees Become Eligible On | Last Day of Coverage |
|---|---|---|---|---|
| All Employees | Dental | 60 | 1st day of billing cycle | Last day of billing cycle |

New eligible employee must submit an application to Florida Blue/Florida Blue HMO/Truli for Health/CHP /Florida Combined Life for Dental within 31 days of the date the individual first meets the applicable eligibility requirements.

3. Total average number of employees on payroll (full-time, part-time, and seasonal) for the prior calendar year, regardless of insurance eligibility: 51

4. Total number of employees (including owners, partners, etc.) currently employed by your business: 51

### Ancillary

| ELIGIBILITY THE FOLLOWING INFORMATION IS TO BE PROVIDED ONLY FOR COVERAGE SELECTED: | Participation Requirements | # Eligible | # Enrolled | % Enrolled | % Employer Contribution For Employee | % Employer Contribution For Dependent |
|---|---|---|---|---|---|---|
| Dental | 50% - True Group; 30% - Voluntary. 4 contracts per plan (10 on FS305I and FS295I) | 51 | 0 | 0.00% | 100.00 | 0.00 |

## IV. Benefit Information

### Dental Coverage

#### Administrative Options

1. Annual Open Enrollment Period: From: 4/1 To: 4/30

2. Renewal Date: Month: May Day: 1

3. Benefit Plan Year: From: 01 / 01 / 2026 (Month Day Year) To: 12 / 31 / 2026 (Month Day Year)

☐ 12 Months following Eff Date ☒ Calendar Year (Jan 1 – Dec 31)

4. Domestic Partner: Same & Opp Sex, - w/ dependents

5. Overage Dependent: Opt In

6. Additional Admin Options to note: _____

#### PLAN #_____ Schedule of Benefits (Attach a copy of the Proposal, if any)

1. Eligible Classes: Active Full Time

2. Plan name: BlueDental Choice True Group

3. Plan Year Deductible:

| | Individual | Family |
|---|---|---|
| In-Network | $ 50 | $ 150 |
| Out-of-Network | $ 50 | $ 150 |

4. Coinsurance %

| | Preventive | Basic | Major |
|---|---|---|---|
| In-Network | 100 % | 80 % | 50 % |
| Out-of-Network | 100 % | 80 % | 50 % |

5. Annual Maximum:
In-Network $ 1500
Out-of-Network $ 1500

6. Rollover Benefit: ☒ Yes ☐ No

7. Orthodontia : ☐ Child only coverage (ends at 19) ☐ All Insureds covered ☒ None

Orthodontia Lifetime Maximum
In-Network $
Out-of-Network $

Orthodontia Coinsurance %
In-Network %
Out-of-Network %

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| Applicant Group Name (full and complete legal name) | Tax ID | Group # (if applicable) |
|---|---|---|
| CITY OF BUNNELL | 596000285 | B9614 |

| 8. Flexibility of service items: | Standard | Non-Standard |
|---|---|---|
| Bitewing X-rays | ☒ Preventive | ☐ Basic |
| Periapical / Full Mouth / Panoramic Xrays | ☒ Basic | ☐ Preventive |
| Sealants | ☒ Basic | ☐ Preventive |
| Space Maintainers | ☒ Basic | ☐ Preventive |
| Endodontics | ☒ Basic | ☐ Major |
| Periodontics (Non-Surgical) | ☒ Basic | ☐ Major |
| Periodontics (Surgical) | ☒ Major | ☐ Basic |

9. Cleaning Frequency: 2

**PREMIUM RATES**

| Employee Only | Employee + Spouse | Employee + Child(ren) | Employee + Family |
|---|---|---|---|
| $27.49 | $56.47 | $58.92 | $88.03 |

## V. Applicant Responsibilities

**Health, Dental, Vision:** The applicant hereby applies for issuance of a Group Policy (herein referred to as a policy) by Blue Cross and Blue Shield of Florida, Inc., DBA Florida Blue, Health Options, Inc., DBA Florida Blue HMO, BeHealthy Florida Inc., DBA Truli for Health, CHP and/or Florida Combined Life (FCL). Upon acceptance of the application by Florida Blue, Florida Blue HMO, Truli for Health, CHP and/or FCL, it will become part of the Policy issued to the applicant named above. This Policy may be terminated by the applicant or Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL by giving at least 45 days prior written notice to the other party except in the case of non-payment of Premium.

**Rate Information:** Premiums/Prepayment fees are payable monthly on or before the due date which will be the 1st. Regular Billing-Employee applications should be submitted thirty (30) days prior to proposed Effective Date. Employee cancellations must be submitted within 30 days of the Effective Date of the Termination. The Rates established for this Policy will not be changed for the first twelve (12) months following the original Effective Date of Coverage unless there is a change in benefits or a 15% or more change in the composition of the group. However, Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL may change the Rates that are to be effective after this initial twelve (12) month period of coverage by providing notice to the employer of such changed Rates at least forty-five (45) days prior to their Effective Date.

A) The Applicant Shall

1) Be solely responsible for notifying each enrollee, employee, retiree, or beneficiary of the benefits selected, the effective date, and the termination date of coverage (at no time and for no reason, will the applicant be deemed an agent of Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL, nor shall Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL be responsible for such notification to enrollees, employees, retirees or beneficiaries).
2) Notify Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL promptly of any changes in the eligibility of enrollees covered under this Agreement.
3) List any absentees at the time of initial enrollment on the appropriate Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL form. Applications from absentees will be accepted at Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL Corporate Headquarters no later than thirty (30) days from the group's original Effective Date.
4) Collect enrollee contribution, if required, and remit Premium payment/prepayment fees to Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL as specified in this application.
5) Be solely responsible for providing an SBC to each employee and their dependents, at the following times, and under the following circumstances: upon application for coverage; by the first day of coverage if there are changes to the SBC after application; to special enrollees; upon renewal; or upon request for an SBC or summary information about health coverage.

B) Applicant hereby establishes an Employee Welfare Benefit Plan for the purpose of providing for its employees or their beneficiaries medical, surgical, hospital care, or benefits in the event of sickness.

C) Applicant acknowledges that if applying for BlueOptions with an Exclusive Provider Provision (EPP), all eligible employees live, reside or work in the Service Area and the applicant acknowledges receipt of a description of the following: 1) exclusive providers; 2) the exclusive provider provisions, including coinsurance and deductible levels if providers other than exclusive providers are used; 3) coverage for emergency and urgently needed care and other out-of-service area coverage; 4) limitations on referrals to restricted exclusive providers and to other providers; and 5) Florida Blue's quality assurance program and grievance procedure. Applicant further acknowledges its understanding of the restrictions of the BlueOptions Exclusive Provider Organization.

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| Applicant Group Name (full and complete legal name) | Tax ID | Group # (if applicable) |
|---|---|---|
| CITY OF BUNNELL | 596000285 | B9614 |

D) If applicant chose an HSA, HRA, or FSA integrated arrangement with Florida Blue/Florida Blue HMO/Truli for Health's preferred administrator in Section IV under Health Coverage subsection, applicant agrees to obtain from each employee enrolling in a health plan issued or administered by Florida Blue/Florida Blue HMO/Truli for Health and establishing an HSA, HRA, or FSA in conjunction therewith, the employee's signed HIPAA compliant authorization form that authorizes Florida Blue/Florida Blue HMO/Truli for Health to disclose to Florida Blue/Florida Blue HMO/Truli for Health's preferred administrator such information, including protected health information, of the employee as administrator may require in order to establish and maintain the employee's HSA, HRA, or FSA accounts. Applicant acknowledges and agrees that Florida Blue/Florida Blue HMO/Truli for Health does not provide banking or administrative services for HSA, HRA, or FSAs and that Florida Blue/Florida Blue HMO/Truli for Health is not responsible for the provision of HSA, HRA, or FSA services. HSA, HRA, or FSA services are provided by the administrator of applicant's choice subject to the terms and conditions of such agreements, including any fees that the administrator may require.

E) Applicant understands that if applying for an HSA-qualified High Deductible Health Plan and electing to grant Prior Carrier Credit under Florida law to enrolling Employees, then that plan may no longer qualify as an HSA- compatible plan.

F) I understand that this information will be used to determine my group's compliance with Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL Underwriting Guidelines, as well as the relevant State and Federal laws relating to my group and plan. Florida Blue/Florida Blue HMO/CHP/Truli for Health/FCL reserves the right to request documentation to support evidence of business activity at any time, and from time to time as validation of compliance.

G) Applicant agrees to receive group invoices and other communications from Florida Blue/Florida Blue HMO/Truli for Health/FCL electronically through your EmployerPoint account. You agree to keep your email address up-to-date in order to access and receive required communications through your EmployerPoint account. Applicant understands that failing to update your email address may result in delay of notification of important information including premium invoices. Applicant may change this mailing preference at any time by calling Florida Blue/Florida Blue HMO/Truli for Health/FCL or logging into your EmployerPoint account.

**Certification:**

1) The applicant hereby certifies that the information contained in this application, including any attachment to it, is true and complete.

**Fraud Notice:** Any person who knowingly, and with intent to injure, defraud, or deceive any insurer, files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

| Please print or type, except where signature is requested. | | |
|---|---|---|
| For (Name of Applicant):<br>CITY OF BUNNELL | Representative:<br>KIM CUELLAR | Licensed Agent (FL): |
| By:<br>BRADLEY REED | Representative Code & License: | License #: |
| Signature: | Representative Signature: | Licensed Agent Signature: |
| Dated: | Representative Email:<br>Kimberly.Cuellar@bcbsfl.com | Licensed Agent Email: |
| Date: | Date: | Date: |

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# EmployerPoint Authorization Form

**Group Name (full and complete legal name):** CITY OF BUNNELL
LG-F-13545

EmployerPoint allows you 24/7 online access to your group's information and helpful resources.

## Group Contacts

**Role:** ☒ Primary DM ☐ Primary BA ☐ Additional Contact

**Legal Name:** BRADLEY REED
**Work Email:** BREED@BUNNELLCITY.US
**Date of Birth:** 01/23/1997
**Work Phone:** (386) 523-5042

**Selected Access:**
- Manage Group BA
- Group Enrollment
- Invoice Notification Email
- Manage COBRA

**Role:** ☐ Primary DM ☒ Primary BA ☐ Additional Contact

**Legal Name:** KRISTEN BATES
**Work Email:** KBATES@BUNNELLCITY.US
**Date of Birth:** 04/01/1976
**Work Phone:** (386) 263-8808

**Selected Access:**
- Manage Group BA
- Group Enrollment

**Role:** ☐ Primary DM ☐ Primary BA ☒ Additional Contact

**Legal Name:** MELISSA FECHER
**Work Email:** mfecher@bunnellcity.us
**Date of Birth:** 05/13/1974
**Work Phone:** (386) 437-7500

**Selected Access:**
- Manage Group BA
- Group Enrollment

**Role:** ☐ Primary DM ☐ Primary BA ☒ Additional Contact

**Legal Name:** KARA SHOEMAKER
**Work Email:** kshoemaker@bunnellcity.us
**Date of Birth:** 06/24/2004
**Work Phone:** (386) 523-4042

**Selected Access:**
- Manage Group BA
- Group Enrollment

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Dental, Life and Disability are offered by Florida Combined Life Insurance Company, Inc., DBA Florida Combined Life, an affiliate of Florida Blue.
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Florida Blue, Florida Blue HMO and Truli for Health do not discriminate on the basis of race, color, national origin, disability, age, sex, gender identity, sexual orientation, or health status in the administration of their plans, including enrollment and benefit determinations.

## EmployerPoint Authorization Form

**Role:** ☐ Primary DM ☐ Primary BA ☒ Additional Contact

**Legal Name:** SAMANTHA PEETOOM
**Work Email:** speetoom@bunnellcity.us

**Date of Birth:** 04/12/1974
**Work Phone:**

**Selected Access:**

- Manage Group BA
- Group Enrollment

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Dental, Life and Disability are offered by Florida Combined Life Insurance Company, Inc., DBA Florida Combined Life, an affiliate of Florida Blue.
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# EmployerPoint Authorization Form

## ACCESS DEFINITIONS

**Manage Group BA:** Allows the BA to Assign/Edit/Terminate BAs in this tool.

**Group Enrollment:** Allows BA to either Manage Member Enrollment or View Group Data.

**View and Pay Invoices:** Allows the BA to view invoices, make payments, process bill adjustments and setup electronic and recurring auto payments.

**Invoice Notification Email:** The BA will receive an email notification when a new invoice is available.

**Manage COBRA (If Applicable):** Allows the BA to view Federal COBRA member enrollment activity and forms to provide Florida Blue notifications of COBRA member level updates.

## ACKNOWLEDGEMENT

On behalf of the group employees or designees detailed herein, by signing below, I hereby request access for myself and for the identified Benefit Administrators to Florida Blue web-based services for the purpose of administering group benefits as provided by Florida Blue and/or through agreements with its affiliates and preferred financial partners. I understand that in requesting access I am obligated to provide truthful and complete information to the best of my knowledge and belief. Florida Blue will rely on the answers and other information I provide in this request in deciding whether to provide electronic access. I recognize and authorize Florida Blue to exchange certain limited information obtained from this request with its affiliates and preferred financial partner(s) for the purposes of electronic access to related systems (e.g. View and Pay Invoice). I have the right to withdraw this request at any time. I can terminate access to Florida Blue web-based services as a Decision Maker by contacting my Agent or Sales Representative in writing, requesting to terminate access. Failure to fully complete, sign and date this request by the Decision Maker will result in denial of access to Florida Blue web-based services. My acknowledgement will provide my Benefit Administrators access to Florida Blue web-based services according to their assigned role and/or through agreements with its affiliates and preferred financial partners. On behalf of myself and my group I agree to hold Florida Blue harmless and release all claims and causes of action against Florida Blue for any liability which I may incur as a result of any action or inaction of any Decision Maker or Benefit Administrator. Florida Blue is entitled to rely upon the authority granted to the Benefit Administrator(s) herein until such authority is revoked in writing by Decision Maker or Group Health Plan. I understand that I must promptly notify Florida Blue in writing if any of the information contained herein changes.

| Decision Maker Signature: | Print Name:<br>BRADLEY REED | Date: |
|---|---|---|

* Please note, the Employer Group Decision Maker will need to accept the terms and agreements in BluesEnroll (if applicable) before any Benefit Administrators will be able to perform online enrollment.

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# City of Bunnell, Florida

## Agenda Item No. .

Department: City Clerk
Subject: City Manager Report- February 2026
Agenda Section: City Manager

**ATTACHMENTS:**
Description
City Manager Report- February 2026

# City Manager's Monthly Report




*2/21/2026 Bunnell Clean Up Day*

**Dr. Alvin B. Jackson, Jr.**
**City Manager**
**For February 2026**

Published: March 2026

# City Events

## UPCOMING EVENTS

The City of Bunnell will be co-hosting or hosting the following events in the upcoming year. Mark you calendar and stay tuned to the City's website and Facebook page for information and updates.

- ⇒ April 13, 2026 - Swearing in Newly Elected Officials
- ⇒ April 11, 2026 - Bunnell History Day hosted by the Flagler County Historical Society
- ⇒ May 26, 2026 - State of the City Address
- ⇒ October 31, 2026—Halloween in Bunnell
- ⇒ November 11—Veteran's Day Parade
- ⇒ December 11, 2026 at 5:00 PM- Bunnell Christmas



## 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.

# Capital Projects: *#beinthebunnellknow*

*Did you know the City is managing an estimated $88 million dollars worth of funds for improvements to City infrastructure and facilities over the next 3 years?*

***#beinthebunnellknow***

To provide on-going information and pictures on major capital improvement projects within the City, a new webpage has been launched : https://www.bunnellcity.us/capital-projects/pages/projects

Register to get updates on changes in projects through the subscribe link on the City's homepage.

## Wastewater Treatment Plant Rehab / Expansion

The project entails design, permitting, funding assistance, and construction administration services to re-habilitate the existing plant to meet advanced wastewater treatment standards and expand the treatment capacity to 1.20 MGD.

CLICK HERE for more information on this Infrastructure Department project.

| | |
|---|---|
| **Primary Department:** | Infrastructure / Collection Utility |
| **Award / Budgeted Amount:** | $44,799,302 |
| **Funding Source:** | USACE Funding \| SJRWMD Grant \| FL State Grants \| SRF Loans |
| **Amount Spent to Date:** | $22,121,268 |
| **Percent Complete:** | 51% |
| **Milestone Completed:** | BNR fill and pre-leak test hold |
| **Next Milestone / Step:** | Operations Bldg 2nd level pour and roof system install |
| **Target Completion Date:** | April 2027 |



# Design-Build Brackish Water Reverse Osmosis Project

Design and construct a reverse osmosis system to treat brackish water and conduct a pilot study to determine the most effective treatment for the system.

CLICK HERE for more information on this Infrastructure Department project.



| | |
|---|---|
| **Primary Department:** | Infrastructure / Distribution |
| **Award / Budgeted Amount:** | $4,500,000 |
| **Funding Source:** | State of Florida Department of Environmental Protection Legislative Grant |
| **Amount Spent to Date:** | $585,067 |
| **Percent Complete:** | 13% |
| **Milestone Completed:** | Guaranteed Maximum Price approved |
| **Next Milestone / Step:** | Owner Direct Purchasing Contracts Executed \| FDEP Reviewing Construction Permit \| SJRWMD Reviewing CUP |
| **Target Completion Date:** | September 2026 |

# Other Projects & Plant Capacities

**Master Plan / Capital Projects:** **Expense** **Budget Amt**
**GPR/GIS Mapping (MP):** $**69,530** **$400,000**
Ground Penetrating Radar (GPR) and Geographic Information System (GIS). Accurately map underground water and sewer lines.
*GIS information is being collected and input into the system.*

**Expense** **Budget Amt**
**Well 3-R Installation:** $ **$600,000**
Replace Public Water Supply (PWS) Well 3, a Confined Surficial aquifer (CSA), screen and filter-packaged well originally constructed in 1963. Well 3 rehabilitation revealed extensive damage and will be replaced with a new CSA PWS Well (3R).
*Proposal received for $294,000. Purchase Order in process.*

**Gravity Collection System Renewal & Replacement (MP):**
**Annual Manhole Rehab** **$** **$100,000**
Manhole Repair and Lining.
*Planning phase.*

**In-House Projects:** **Expense** **Budget Amt**
**GSB Lift Station Panel:** **$ 10,587** **$100,000**
Replacement of the lift station control panel to ensure reliable operation, updated components, and compliance with current electrical and safety standards.
*Project complete.*

**Air Release Valve Vault Rehab:** **$975** **$ 10,000**
This project is being initiated to address the compromised structural integrity of Air Release Valve Vaults. The existing structures have significantly deteriorated and are no longer intact, necessitating repair or full replacement/installation to ensure safe and reliable operation. Staff recommends establishing this as an annual improvement program. For FY2026, the scope includes two structures: Phase 1 - AR12 (Hardy) and Phase 2 - AR22 (Grand Reserve Dr/Blvd).
*Procurement in process.*

**Isolation Valve Replacement - Distribution:** **$ 25,000**
This project is being initiated to address the isolation valve located near the train tracks on Deen and N Railroad that is currently leaking and in need of replacement. Replacing the valve will allow for water to be isolated from one side of the train tracks to the other.
*Procurement phase.*
**Isolation Valve Rehab** **$** **$ 20,000**
The valve in the road on S Pine St near 201 E Moody Blvd is broken and in need of replacement.
*Planning phase.*

## Capacities WTP/WWTP

- Capacity for the WWTP for February 2026 was 58% with a total of 1.36” of rainfall. Total influent flow for the month was 10.885MG, with a Daily Average flow of 0.348MGD. Maximum daily flow was 2/19/2026 at 0.394MGD, 65% capacity for the day.
- Total Reclaim Flows February 2026= 7.577MG with Daily Average flow of 0.271MGD.
- The WTP produced 11.700MG of drinking water, with a daily production average of 0.377MGD in February2026. Maximum daily flow was 0.654MGD
- Billed meters February 2026- 2388

# Projects Seeking or Pending Funding

**FDEM Storm Water Master Plan: $300,000**

A stormwater master plan (SWMP) will evaluate the entire stormwater collection system for performance and identify necessary improvements. The primary objectives of the SWMP are to develop a model of the stormwater system, estimate future growth, model design storm events for flood control, model BMPs to estimate nutrient and pollutant removal, and estimate future projects required to accommodate the projected growth, the identified flood control needs, and the identified pollutant removal requirements. A SWMP will also increase the potential of grant funding for future projects.

*Application submitted March 6, 2025, and is currently under FEMA review.*

**Resilient Florida Grant Program: $420,000**

• Planning projects, which help entities identify and prepare to address risks of fooding. Regional resilience entities can also receive grants to provide technical assistance to counties and municipalities as they coordinate multijurisdictional vulnerability assessments and develop project proposals to be submitted for the inclusion in the Statewide Flooding and Sea Level Rise Resilience Plan.
• Implementation projects, which are available only after eligible entities have conducted a vulnerability assessment, evaluation, report or other similar documentation demonstrating the risk of fooding or sea level rise to critical assets, or the project area or if a project adapts a critical asset to risks identified in the Statewide Flood and Sea Level Rise Vulnerability Assessment.

*Grant award packets summitted to FDEO December 23,2025. Documents in process for contract.*

**CDBG-DR - Sanitary Sewer Rehab: $7,873,320**

The proposed project is to repair and rebuild the facilities which are an integral part of the City of Bunnell's Sanitary Sewer Collection System (SSCS) through slip lining. The City has identified approximately 2,238 vertical feet of manhole lining, 15 lift stations, and 25,276 linear feet of gravity sewer laterals city-wide that need to be addressed in this project proposal. The purpose is to repair damages to the SSCS that were caused by heavy inflow and infiltration (I&I) to the system during hurricanes and wet weather events, increase sewer capacity, and extend the life of sewer treatment system components.

*The project was not selected for CDBG-DR funding/*

**CDBG-DR - WTP Pump House Rehab: $8,360,538**

The goal of this project is to harden the City of Bunnell's Potable Water System and improve the water quality to make it more resilient in the face of future hurricanes, significant storm events and natural disasters. The City of Bunnell only has one Water Treatment Plant (WTP) located at 100 Utility Street, Bunnell, Florida. The well pump house at the City of Bunnell's Water Plant floods regularly during and immediately after significant storm events. The proposed project is to demolish the existing high service pump house and construct a new, elevated high service pump house with new high service pumps, upgrade the water plant yard piping and install HVAC in the pump house.

*The project was not selected for CDBG-DR funding.*

**WWTP Rehab and BNR Improvements: $13,100,000**

Infrastructure Staff is seeking funding from Supplemental Appropriations for Hurricanes Helene and Milton and the Hawai'i Wildfires (SAHM). The U.S. Environmental Protection Agency (EPA) has made funding available for this program through its State Revolving Fund (SRF). Staff requested $20 million in additional funding to support the Wastewater Treatment Plant Rehabilitation and BNR Improvements Project.

*Loan agreement in process.*

## Park Updates and Facility Rentals

**Parks operate during daylight hours (ie. dawn to dusk)**

**BY ORDINANCE, THERE ARE NO DOGS ALLOWED IN CITY PARKS**

The City is accepting applications for the rental of parks and other available facilities. Applicants are required to turn in a completed application with sufficient time to process the rental request. Applications can be obtained at the Bunnell Administration Complex at 2400 Commerce Pkwy, Bunnell, FL 32110 or on the City website www.bunnellcity.us under FORMS.

**FACILITY ALERT: Coquina Hall and Lake Lucille located at 200 S. Church Street ARE NOT currently available to rent.**

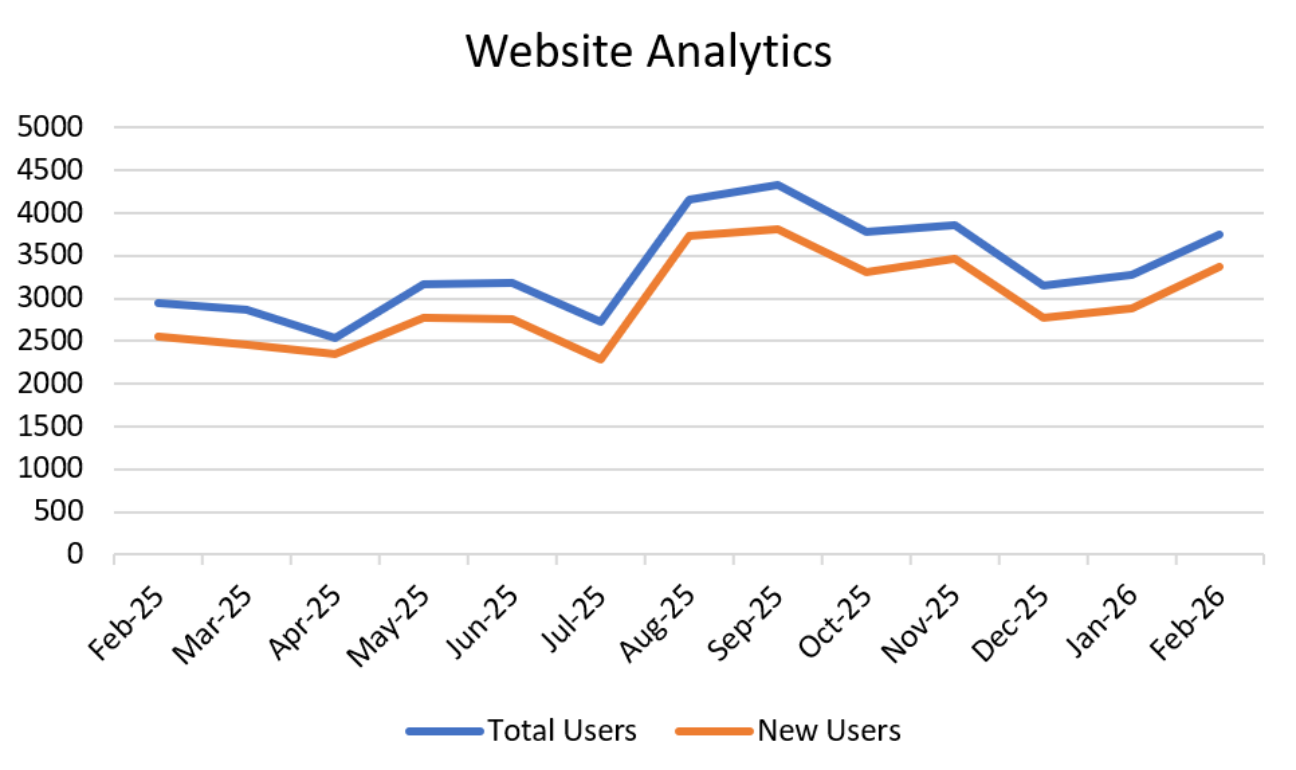
**You can rent the following City facilities:**

- **Versie Lee Mitchell Community Center**
- **Edward Johnson "EJ" Park**
- **JB King Park– Pavilion A or Pavilion B**
- **Commissioner Jackson Park**
- **Carver Fields**

## Garage Sale Permits

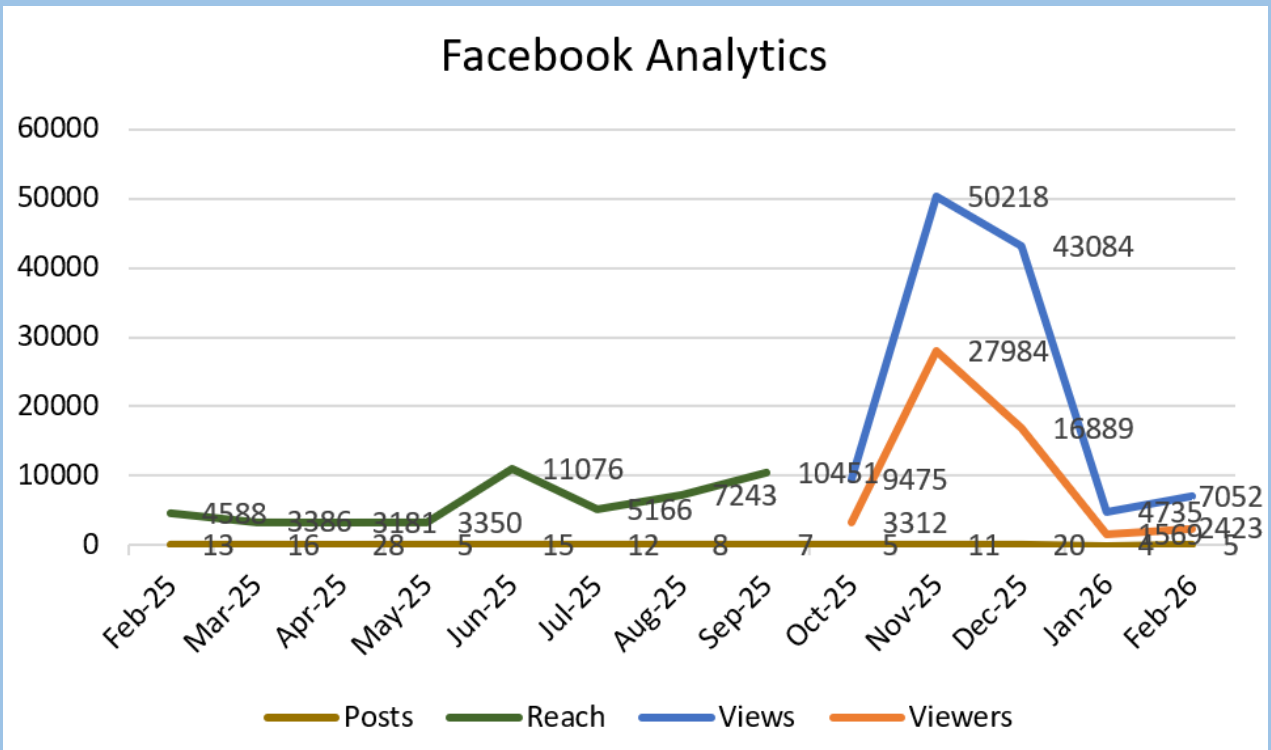
The City is accepting requests for Garage Sale Permits. Residents need to make their request to the Utility Billing Department. Per the City Code of Ordinance, there is a limit on the total number of garage sale permits that can be issued to a property/address point in a calendar year. Speak with the staff in Utility Billing for any questions regarding Garage Sale Permits 386-437-7500 x 3.

# Information Technology




Top 10 web pages

1. Home Page
2. Open Positions
3. Agendas
4. Building Dept
5. Police Dept
6. Advanced Search
7. Login Page
8. Volunteer Boards
9. Contacts Directory
10. Bids



# City Clerk Office

The City Clerk Office published and noticed agendas for the City's Public meetings held in February. Public Meetings are City Commission meetings, workshops and Executive Strategy Sessions, Union Meetings, and any Volunteer Board meetings such as the Planning, Zoning and Appeals Board and Code Enforcement Board. Noticing of agendas also includes making sure all agenda items on an agenda are noticed and advertised in accordance with Florida Statute and local regulations.

The City Clerk is also responsible for the recording of ordinances/documents and all follow-up as needed for matters heard by the City Commission.

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

- Preparation of the monthly Capital Improvements Project report and the City Manager Report
- Phase 2 Coquina City Hall Project: closing out of the State agreement
- Phase 3 Coquina City Hall: seeking out funding for the next phase estimated at $1,000,000.00
- Working with Engineering on Warranty items for the Administration Complex
- Moving official records from storage to the Administration Complex; organizing official City records in Records Room
- 6.5 hours of work on records requests even those in which the City had no responsive records
- Working on destruction of records that met retention standards
- Working on planning April 2026 Open Enrollment for City employees
- Working on creation of Employee Morale activities and events
- 18 Title Searches for building permits and code enforcement issues. Each search can take up to and sometimes over 30 minutes.
- Working on the City Operational Policy Project– a review of all existing operational policies and re-writing or drafting new policies needed
- Still working on 2026 Municipal Elections work and tasks
- Working on format and drafting on the next City Strategic Plan

# Human Resources

## FEBRUARY ANNIVERSARIES:

**The City acknowledges and celebrates the following for their continued commitment to the City and all her citizens and businesses:**

- **Alan Eaby: 2 Years**
- **Brian Houser: 2 Years**
- **Richard Coury: 3 Years**
- **David Brannon: 4 Years**
- **Bridgitte Gunnells: 6 Years**
- **Mary Anne Atwood: 10 Years**
- **Donnie Wines: 12 Years**
- **Ronnie Jones: 16 Years**



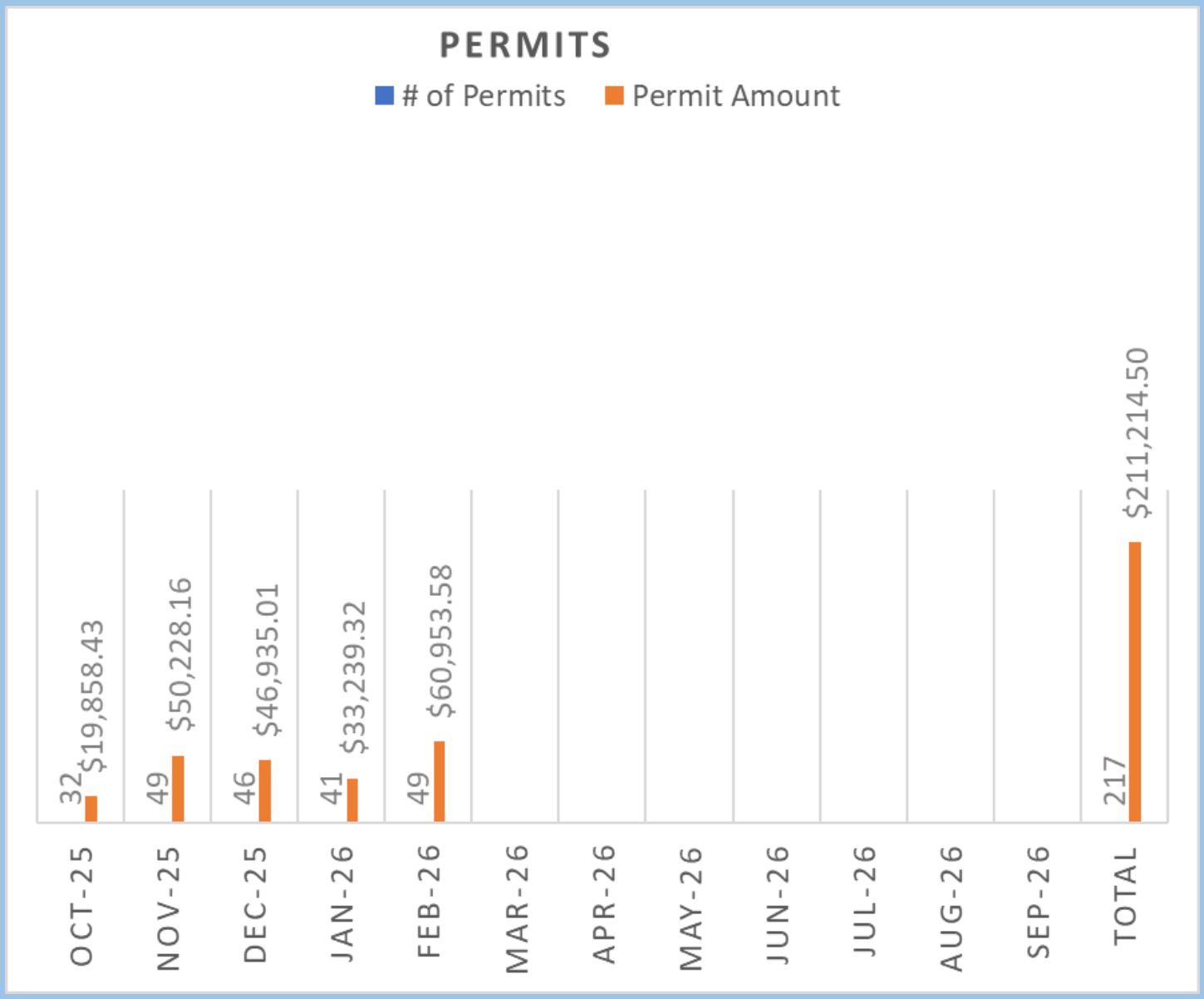

## WE ARE HIRING- OPEN POSITIONS:

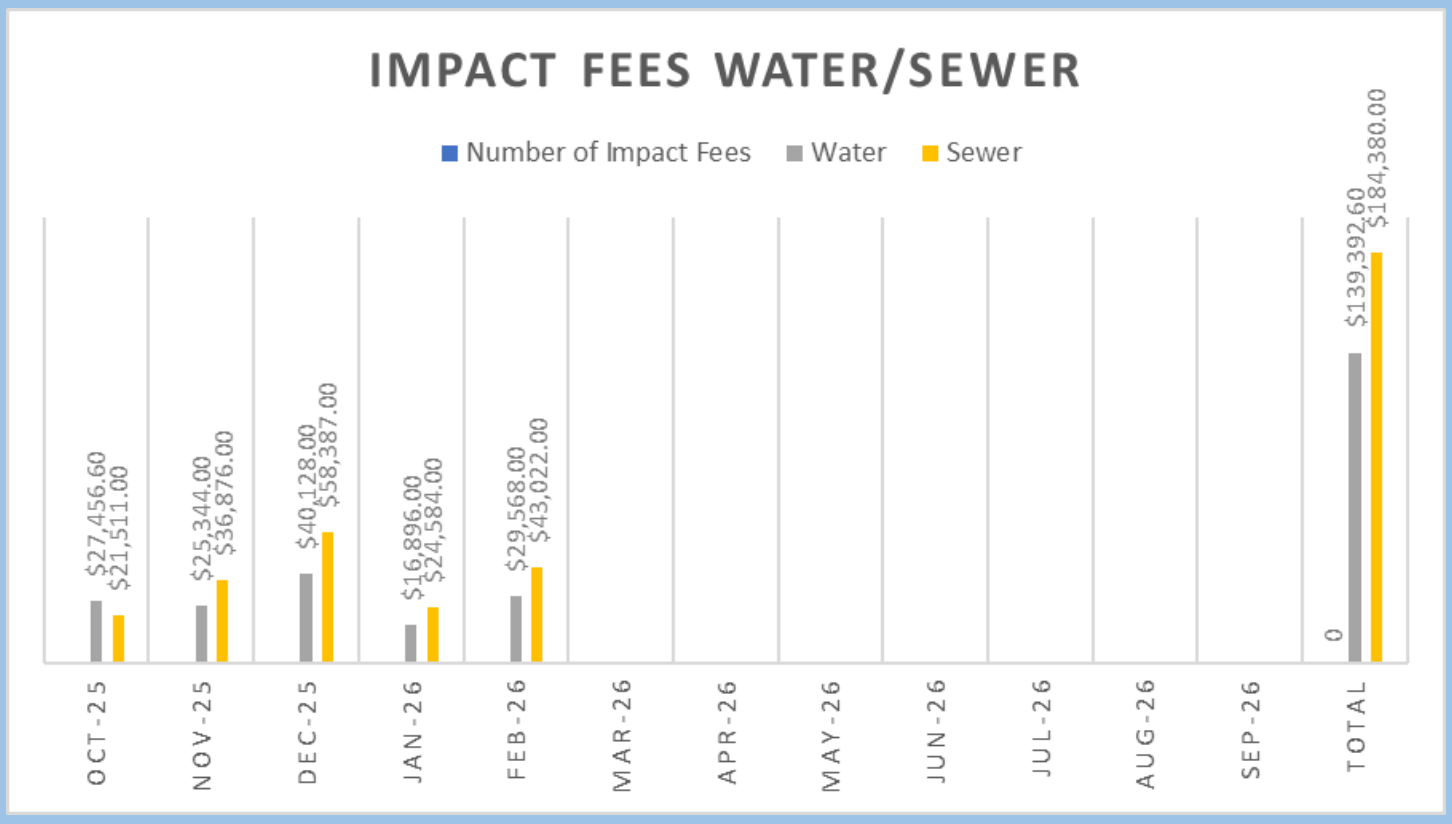
*Check the City website for Postings and copy of City application*

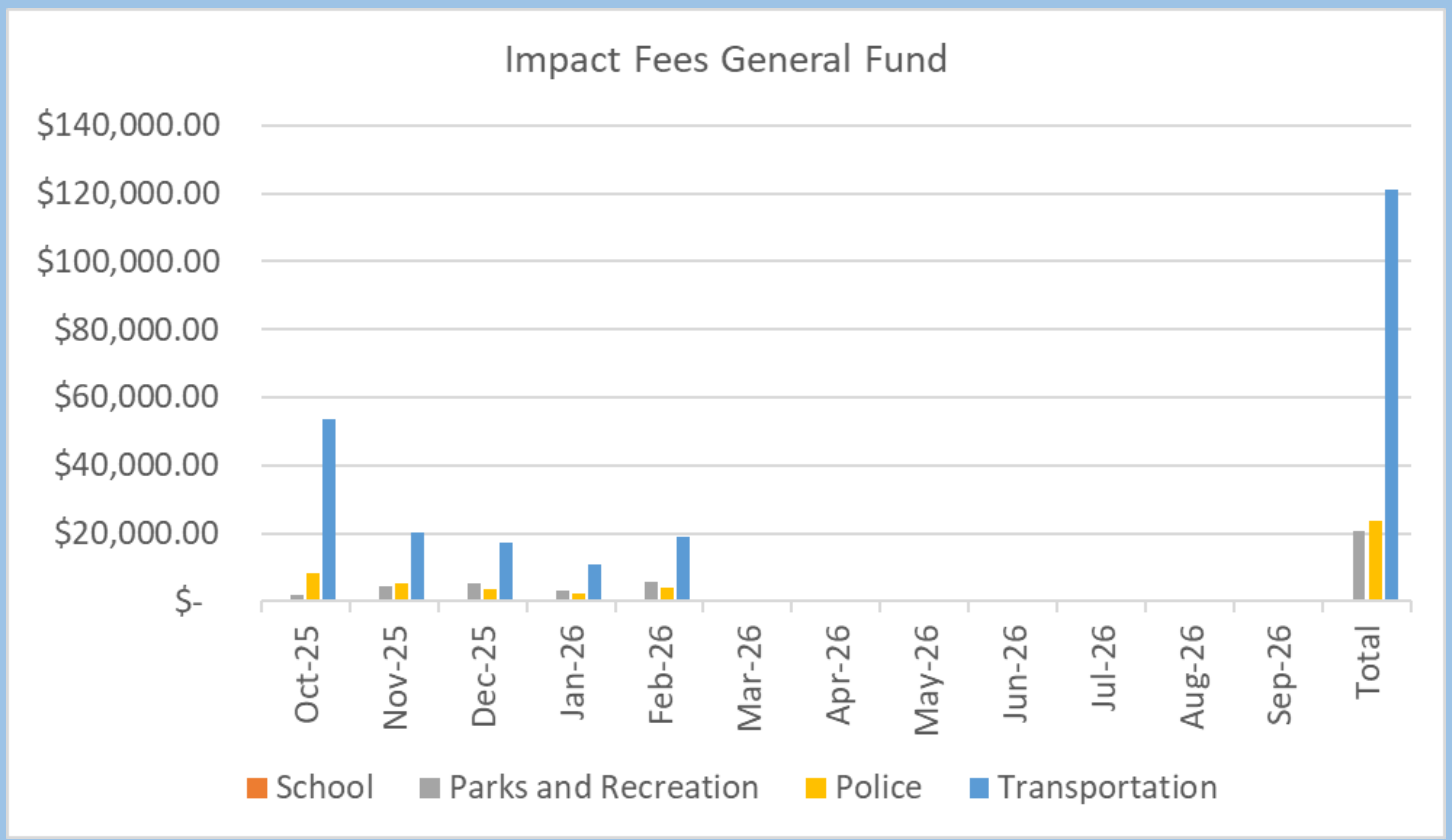
- Police Officer
- Police Detective
- Utilities Maintenance Technician I, II, & III

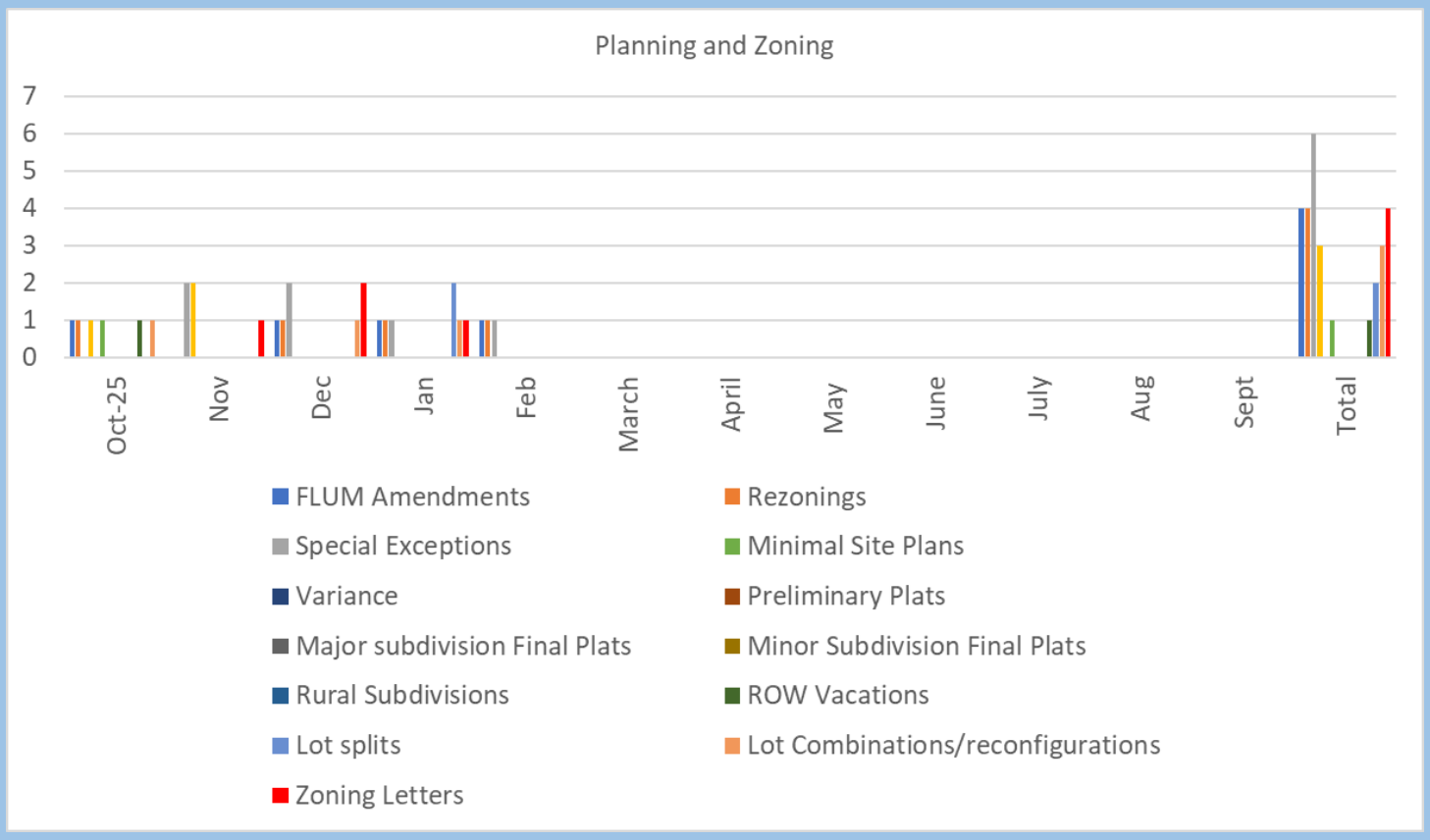


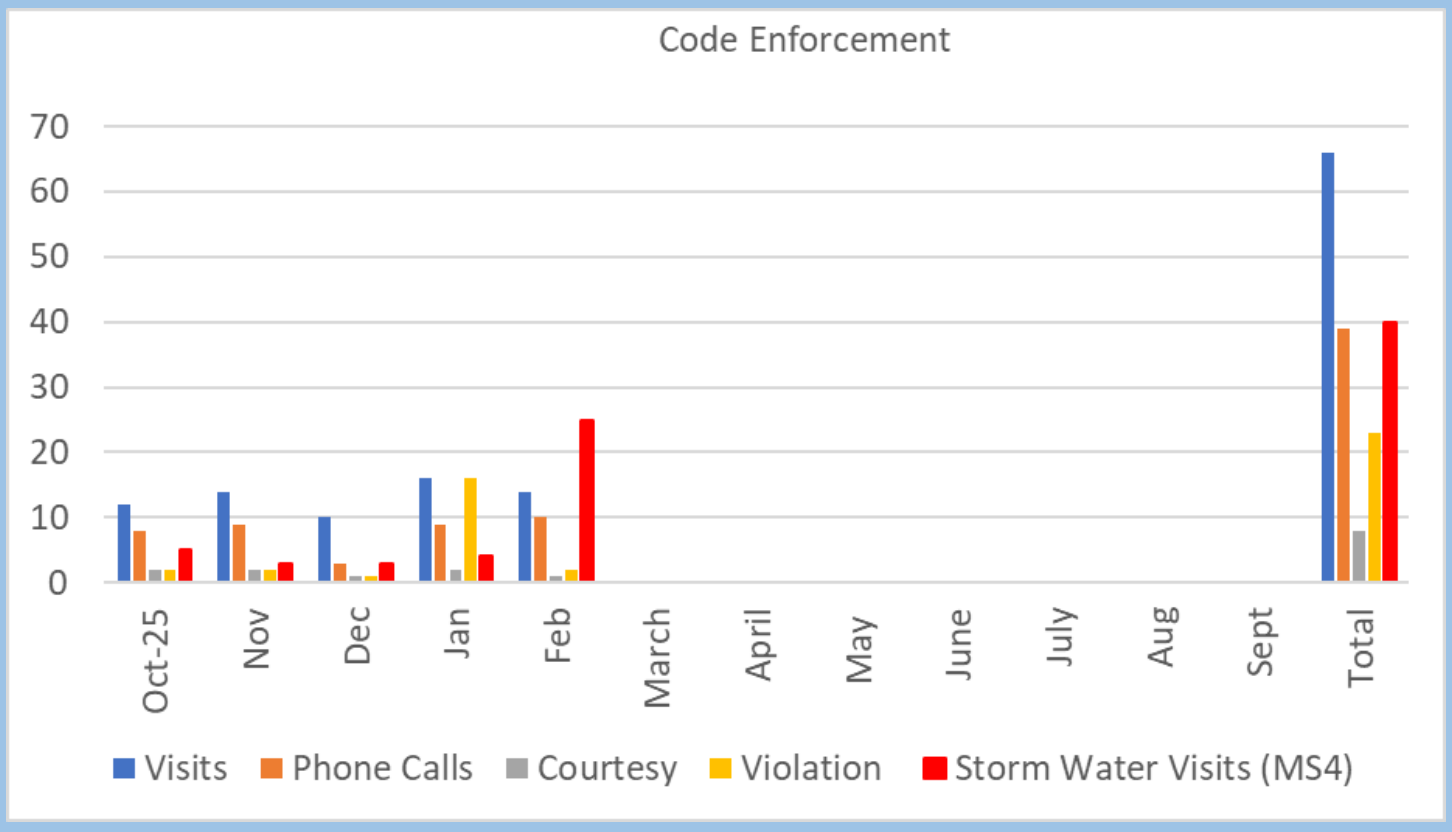
# Community Development




IMPACT FEES WATER/SEWER
Number of Impact Fees
Water
Sewer
$27,456.60
$21,511.00
$25,344.00
$36,876.00
$40,128.00
$58,387.00
$16,896.00
$24,584.00
$29,568.00
$43,022.00
0
$139,392.60
$184,380.00
OCT-25
NOV-25
DEC-25
JAN-26
FEB-26
MAR-26
APR-26
MAY-26
JUN-26
JUL-26
AUG-26
SEP-26
TOTAL


Impact Fees General Fund
$140,000.00
$120,000.00
$100,000.00
$80,000.00
$60,000.00
$40,000.00
$20,000.00
$-
Oct-25
Nov-25
Dec-25
Jan-26
Feb-26
Mar-26
Apr-26
May-26
Jun-26
Jul-26
Aug-26
Sep-26
Total
School
Parks and Recreation
Police
Transportation


Planning and Zoning
7
6
5
4
3
2
1
0
Oct-25
Nov
Dec
Jan
Feb
March
April
May
June
July
Aug
Sept
Total
FLUM Amendments
Rezonings
Special Exceptions
Minimal Site Plans
Variance
Preliminary Plats
Major subdivision Final Plats
Minor Subdivision Final Plats
Rural Subdivisions
ROW Vacations
Lot splits
Lot Combinations/reconfigurations
Zoning Letters


Code Enforcement
70
60
50
40
30
20
10
0
Oct-25
Nov
Dec
Jan
Feb
March
April
May
June
July
Aug
Sept
Total
Visits
Phone Calls
Courtesy
Violation
Storm Water Visits (MS4)

# Business Tax Receipts (BTRs)

FY25/26 renewal season began in July; notices were mailed out before July 1, 2025.

**If you have questions about BTRs or the BTR process, please contact the BTR Clerk at 386-263-8981 or bgunnells@bunnellcity.us**

Businesses should pay their BTR Renewal fees by **September 30, 2025** to avoid paying penalties and/or code enforcement action. Florida Statute and the City's Code of Ordinance require penalties be added to a BTR renewal if not paid by **September 30th**. The required penalties are as follows: 10% October 1st; 15% November 1st; 20% December 1st; and 25% January 1st.

***The City does not have the authority to waive penalties.***

***Penalties started October 1, 2025***

Code Enforcement action can legally be taken at this time for failure to renew a BTR within 180 days of notice (June 2025)

In the month of February the City collected $2,158.85 in BTR and Fire Inspection fees; this includes the fees for newly issued local business tax receipts and FY25/26 local business tax receipt renewals.

| February | NUMBER |
|---|---|
| Total Registered Local Businesses (Inside the City) | 875 |
| Total Registered (Outside of the City) | 801 |

# Solid Waste

| SERVICE | AMOUNT COLLECTED | TRUCK LOADS |
|---|---|---|
| Residential Garbage | 109.86 Tons | 8.45 |
| Residential Recycle | 8.03 Tons | .61 |
| Yard Waste | 82 Yards | 4.1 |
| Commercial Garbage | 181.70 Tons | 13.97 |
| Commercial Cardboard | 15.73 Tons | 1.21 |
| Scrap Metal | 0 Tons | 0 |
| Construction & Demolition and Bulk debris | 16 Tons | 4.57 |
| Waste Tires | 0 Tons | 0 |

## 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 to 3 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 has passed your location
- ⇒ 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 22/23 | FY 23/24 | FY 24/25 | FY 25/26 (as of 2/28/2026) |
|---|---|---|---|---|
| Commercial Solid Waste | 2622.54 Tons | 2724.04 Tons | 2772.12 Tons | 948.63 Tons |
| Residential Solid Waste | 1527.89 Tons | 1348.59 Tons | 1547.48 Tons | 608.59 Tons |
| Cardboard & Recycle | 594.12 Tons | 532.09 Tons | 361.89 Tons | 119.08 Tons |
| Yard Waste | 3333 Yards | 954 Yards | 2677.81 yards | 448.60 Yards |
| Construction & Debris (C&D) | 346.56 Tons | 281.11 Tons | 293.48 Tons | 123.45 Tons |
| Scrap/Tires/Misc. | 29.26 Tons | 30.03 Tons | 9.65 Tons | 4.75 Tons |
| **Yearly Total** | **8450.37** | **5869.86** | **7662.43** | **2253.10** |

Need additional information on solid waste services?

Visit the Solid Waste City webpage: https://www.bunnellcity.us/solid-waste