



## MINUTES

### CITY COUNCIL MEETING - REGULAR SESSION

MONDAY, NOVEMBER 03, 2025 at 9:00 AM

Bonifay City Hall Council Meeting Room – 301 J Harvey Etheridge St.

---

#### I. CALL TO ORDER

Mayor Larry Cook called the meeting to order at 9:00 am.

##### PRESENT

Mayor Larry Cook  
Council Member James Sellers  
Council Member Shelley Carroll  
Council Member Rick Crews  
Council Member Eddie Dixon

Also present

Finance/HR Director Tracy Walker, Executive Assistant Sierra Smith, City Attorney Jon Holloway, Lt. Chelsey Castro, Public Works Director Aaron Taylor, and Chief Plant Operator Matt Perry

##### A. Invocation

Executive Assistant Sierra Smith gave invocation.

##### B. Pledge of Allegiance

Executive Assistant Sierra Smith led the Pledge of Allegiance.

#### II. APPROVE AGENDA

Motion made to approve the agenda by Council Member Crews, Seconded by Council Member Dixon.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

#### III. APPROVE MINUTES

A. October 20th, 2025

Motion made to approve the minutes of October 20, 2025 by Council Member Carroll, Seconded by Council Member Sellers.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

#### **IV. APPROVE ACCOUNTS PAYABLE / TRANSFERS / FINANCIAL SHEETS TO REVIEW**

Motion made to approve Accounts Payable, Transfers, and Financial Sheets by Council Member Sellers, Seconded by Council Member Carroll.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

#### **V. VISITORS – PUBLIC ADDRESSING THE COUNCIL**

##### **NON- AGENDA AUDIENCE**

Effective October 1, 2013, Florida Statute 286.0114 mandates that “members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission.” Each individual shall have three (3) minutes to speak on the proposition before the board. **THIS IS NOT A QUESTION-AND-ANSWER SESSION.** It is NOT a political forum, nor is it a time for personal accusations and derogatory remarks to/or about city personnel. Those who wish to speak are reminded to observe proper decorum, and to avoid the use of profane or vulgar language. If you would like to address the City Council please come to the podium and state your name and address for the record.

Richard Willsey, Happy Hollow Rd., mentioned the following items.

Bonifay Police Department is not enforcing traffic laws to everyone. Mayor Larry Cook does not live in the City limits. The Planning & Zoning Board is on agenda and he hopes the Council is going to address the issue of a board member who admitted to Sunshine Law violations. And following a motion and a second, there is no discussion.

#### **VI. PLANNING & ENGINEERING**

##### **A. Planning & Zoning Board**

Executive Assistant Sierra Smith advised that the Planning & Zoning Board met last week, and a board member has resigned, and requested a list of the board members from the Council.

Mayor Cook entertained a motion from the Council.

Motion made to accept the resignation of Stephanie Cloud from the Planning & Zoning Board by Council Member Sellers, Seconded by Council Member Dixon.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

##### **B. Southside Drainage Project Update**

John Udochi, Melvin Engineers, stated that the project was 70 - percent completed on St. John's Road, and they plan to be finished before Thanksgiving.

#### C. Resilient Stormwater Park Update

Executive Assistant Sierra Smith stated this project was complete, there are a few items on the punch list, and hope to have a ribbon cutting the beginning of December.

Mayor Cook mentioned a local business donated funding for benches, but he did not know if they wanted their name mentioned.

#### D. Florida Resilient Stormwater Park Amendment- Admin Fees

Executive Assistant Sierra Smith told the Council Members that there are additional funds available under this grant for project management fees.

The City and Melvin Engineering have amended the agreement to include project management fees in the amount of \$104,575.00.

Motion made to approve the amendment by Council Member Crews, Seconded by Council Member Sellers.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

John Udochi told the Council Members that they were about 80% done with the design for Etheridge Street. They found where Lumen has a ton of fiber cables that they did not catch the first go around, so they had to change the design around that.

### **VII. OLD BUSINESS**

#### A. Veterans Park FRDAP - Blue CS Quote

Executive Assistant Sierra Smith told the Council Members there was an estimate in their packets from Blue CS Construction in the amount of \$28,000. It is for chain link fence, new gates, a park sign, clean the tennis courts & replace nets, and 2 shaded benches. The Holmes County basketball team has donated basketball goals.

Motion made to accept and approve the estimate from Blue CS Construction by Council Member Dixon, Seconded by Council Member Carroll.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

### **VIII. NEW BUSINESS**

#### A. Ordinance 2025-05 Comprehensive Plan Mixed Use

City Attorney Jon Holloway read the heading of Ordinance 2025-05.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BONIFAY, FLORIDA,  
AMENDING THE CITY OF BONIFAY COMPREHENSIVE PLAN BY REVISING POLICY

5.1.d RELATING TO THE MIXED USE FUTURE LAND USE CATEGORY, PROVIDING FOR CONFLICTS, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.

Motion made to approve the first reading of Ordinance 2025-05 by Council Member Crews, Seconded by Council Member Sellers.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

**IX. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION**

Items not listed on Formal Agenda.

A. Council Updates

B. Department Updates

Matt Perry, Chief Plant Operator, informed the Council that he has filled the position at the WWTP, and introduced Dakota Enfinger.

Executive Assistant Sierra Smith advised the Council Members that the Rec Center design phase is on hold due to the government shut-down.

C. Employee Spotlight - Sierra

Executive Assistant Smith stated that Aaron Taylor, Director of Public Works, nominated Colby Merritt for his hard work and dedication.

Mayor Cook stated that Trick or Treat was a great success and thanked the people who participated.

**X. ADJOURN**

Motion made for meeting to adjourn by Council Member Crews, Seconded by Council Member Dixon.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, Council Member Crews, Council Member Dixon

Mayor Cook declared the meeting adjourned at 9:26 am.

**Persons with disabilities needing special accommodations to participate in this proceeding should contact City Hall at (850) 547-4238, at least five days prior to the proceedings.**