



MINUTES

CITY COUNCIL MEETING - REGULAR SESSION

MONDAY, MARCH 02, 2026 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

ABSENT

Council Member Eddie Dixon

Also present

Director of Finance/HR Tracy Walker, Executive Assistant Sierra Smith, City Attorney Jon Holloway, Director of Public Works Aaron Taylor, and Chief of Police Johnny Whitaker

A. Invocation

Reverend Shelly Chandler gave invocation.

B. Pledge of Allegiance

Reverend Shelly Chandler led the Pledge of Allegiance.

II. APPROVE AGENDA

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

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

III. APPROVE MINUTES

A. February 17th, 2026 Regular Session

Motion made to approve the minutes of February 17, 2026 by Council Member Crews, Seconded by Council Member Sellers.

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

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

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, state your name and address for the record

A. Matthew Fuqua - Farmer Property

Attorney Matthew Fuqua informed the Council Members that he was representing the Farmers and was here to talk about an easement. Around 1985 a garage was constructed and it encroaches 7 feet onto an unused portion of State Street, which is 75 feet wide. The buyer is unable to obtain financing because of the encroachment.

City Attorney Holloway suggested a license agreement, which could be removed in the future if needed and is the safest route for the City.

Attorney Fuqua believed that a license agreement will not satisfy the title company.

Council Member Crews asked City Attorney Holloway to word the motion.

City Attorney Holloway stated the motion would be to approve a license agreement that gives permission for the 7-8 feet to exist until such time in the future the Council requires its use, and the portion of the building encroaching onto State Street would be removed.

Motion made to approve the license agreement as stated by City Attorney Holloway by Council Member Crews, Seconded by Council Member Sellers.

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

VI. OLD BUSINESS

A. City Clerk Advertisement

Executive Assistant Sierra Smith stated that the advertisement will run March 11th to March 25th, interviews will be the week following, and recommendations announced at the April 6th meeting with a start date of April 20th.

Motion made to approve the advertisement and the time line by Council Member Crews, Seconded by Council Member Carroll.

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

VII. NEW BUSINESS

A. Bonifay Fire-Rescue Purchase Request

Motion made to approve the Fire Department's purchase of a 2023 Chevy Tahoe by Council Member Crews, Seconded by Council Member Sellers.

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

B. Cemetery Tree Purchase

Executive Assistant Sierra Smith told the Council Members that the Cemetery Committee donated the funds for upgrades to the cemetery.

Motion made to approve purchase of trees for the cemetery from Huntsman Tree Supplier in the amount of \$6,450.00 by Council Member Crews, Seconded by Council Member Carroll.

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

C. Laurie Simmons Tennis Court Request

Motion made to approve Laurie Simmons', with Vernon High School, request to use the tennis courts on the evening of March 9th by Council Member Crews, Seconded by Council Member Sellers.

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

VIII. PLANNING & ENGINEERING

A. RIF SCADA Recommendation of Award

Motion made to approve Ardurra's recommendation of awarding the project to Palmer Electric Construction Company by Council Member Crews, Seconded by Council Member Sellers.

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

B. Edit to Resolution 2026-01 SRF Application

Executive Assistant Sierra Smith stated the edit to Resolution 2026-01 was to include sanitation.

Motion made to approve the edit to Resolution 2026-01 to include sanitation by Council Member Crews, Seconded by Council Member Carroll.

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

City Attorney Holloway informed the Council Members that Resolution 2026-01 being amended makes it a new resolution and needs to be read by title and then passed.

Director of Finance/HR Tracy Walker read the heading to Resolution 2026-01.

A RESOLUTION OF CITY OF BONIFAY, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LAON APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

Motion made to approve amendment to Resolution 2026-01 by roll call vote by Council Member Crews, Seconded by Council Member Carroll.

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

C. Melvin Engineering - Resolution 2026-03 MSCOP Application

Director of Finance/HR Tracy Walker read the heading to Resolution 2026-03.

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE MUNICIPAL SMALL COUNTY OUTREACH PROGRAM (M-SCOP) TO THE FLORIDA DEPARTMENT OF TRANSPORTATION.

Motion made to approve Resolution 2026-03 by roll call vote by Council Member Crews, Seconded by Council Member Sellers.

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

D. Melvin Engineering- Memorial Field Drainage Improvements

Motion made to approve advertising for bids by Council Member Crews, Seconded by Council Member Sellers.

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

Mayor Cook stated that Holmes County Commissioners will donate 10 loads of dirt for this project.

IX. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

A. Council Updates

B. Department Updates

Police Department Monthly Recap

Fire-Rescue Monthly Recap

Lt. Ryan Martin told the Council Members that the Fire Department had a total of 60 calls in the month of February.

Mayor Cook thanked Public Works Director and his crew for coming in on Saturday and replacing the valve at the water tank by the old middle school gym.

Mayor Cook announced that the referendum election will be on March 31st from 7:00am to 7:00pm at City Hall, and was being handled by the Supervisor of Elections Office.

C. Employee Spotlight

X. ADJOURN

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

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

Mayor Cook declared the meeting adjourned at 9:51 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.