



**MINUTES**  
**CITY COUNCIL MEETING - REGULAR SESSION**  
**TUESDAY, FEBRUARY 18, 2025 at 6:00 PM**  
**Midtown Plaza, 401 McLaughlin Ave., Bonifay, FL 32425**

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**I. CALL TO ORDER**

Mayor Larry Cook called the meeting to order at 6:00 pm.

**PRESENT**

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

**ABSENT**

Council Member Eddie Dixon

Also present:

Deputy Clerk Tracy Walker, Executive Assistant Sierra Smith, City Attorney Jon Holloway, Chief of Police Johnny Whitaker, Fire Chief Travis Cook, Director of Public Works Aaron Taylor, and Chief Plant Operator Matt Perry

**A. Invocation**

Council Member James Sellers gave invocation.

**B. Pledge of Allegiance**

Council Member James Sellers led the Pledge of Allegiance.

**II. APPROVE AGENDA**

Motion made to approve 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 3rd, 2025 Regular Session Minutes**

Motion made to approve the minutes of February 3, 2025 by Council Member Sellers, Seconded by Council Member Carroll.

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 Payables, 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

Mayor Cook asked that John Feeney, City Planner, be moved to Item C under Planning and Engineering.

### **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/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

No visitors spoke.

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

#### **A. RIF Agreement- D0298**

Signature approval was needed on RIF Agreement D0298 for stormwater drainage grant.

Motion made to approve signatures on RIF Agreement D0298 by Council Member Crews, Seconded by Council Member Carroll.

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

Mr. Udochi stated the Stormwater Park notice to proceed will be in late March. Executive Assistant Sierra Smith told the Council Members that the ground breaking is tentatively set on March 24<sup>th</sup> and will confirm closer to date.

The RIF for the Old Middle School rehab has begun and should be completed within 90 days.

John U. also said that the engineering on the Wastewater Grant upgrades should begin soon.

**B. RFQ 2025-05 WW**

Executive Assistant Sierra Smith stated that Amir Zafar with Ardurra, was the only RFQ submission for Engineering and Continuing Engineering Services that was submitted. Amir has worked on many grants and projects for the City over the years and recommend the council approve the company.

Motion made to award the RFQ 2025-05 to Ardurra by Council Member Crews, Seconded by Council Member Sellers.

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

John Feeney, City Planner, stated that the planning fee schedule is a flat rate, but they have an hourly contract with the City, which is costing the City money. Instead of the engineering fee being a flat rate and open ended, they want to limit it to one submittal, and anything other than that will be paid by the developer using the hourly rate charged to the City. Mr. Feeney told the Council Members that the City Attorney said to put the language in a resolution, and bring it back to the Council at the next meeting.

**VII. OLD BUSINESS**

**A. Ordinance 2025-01 Second Reading Property Preservation & Maintenance**

Deputy Clerk Tracy Walker read the heading of Ordinance 2025-01.

AN ORDINANCE OF THE CITY OF BONIFAY, FLORIDA, SETTING FORTH PROPERTY PRESERVATION AND MAINTENANCE STANDARDS AND PROCEDURES FOR ENFORCEMENT; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENERS' ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

There were no public comments.

Motion made to approve second reading and adoption of Ordinance 2025-01 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

**B. Ordinance 2025-02 Second Reading Election Date**

Deputy Clerk Tracy Walker read the heading of Ordinance 2025-02.

AN ORDINANCE OF THE CITY OF BONIFAY, FLORIDA, RELATING TO AMENDMENT OF CITY CHARTER REGARDING ELECTION DATE; PROVIDING THE ELECTION DAY FOR COUNCIL MEMBERS AND MAYOR TO BE HELD ON THE FIRST TUESDAY FOLLOWING THE FIRST MONDAY OF NOVEMBER IN EACH EVEN NUMBERED YEAR; PROVIDING FOR THE ORDERLY TRANSITION OF OFFICE

RESULTING FROM ELECTION DATE CHANGE; PROVIDING FOR SEVERABILITY;  
AND PROVIDING FOR AN EFFECTIVE DATE.

There were no public comments.

Motion made to approve second reading and adoption of Ordinance 2025-02 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

#### C. Ordinance 439 Second Reading Comprehensive Plan

Deputy Clerk Tracy Walker read the heading of Ordinance 439.

AN ORDINANCE AMENDING ORDINANCE 358, WHICH ADOPTED THE CITY OF BONIFAY COMPREHENSIVE PLAN, AND ORDINANCE 401 WHICH AMENDED THE CITY OF BONIFAY FUTURE LAND USE MAP TO PROVIDE THE CONSIDERATION OF ADOPTION OF A CERTAIN AMENDMENT TO THE CITY OF BONIFAY COMPREHENSIVE PLAN TO REVISE AND UPDATE THE EXISTING COMPREHENSIVE PLAN AND FUTURE LAND USE MAP IN ACCORDANCE WITH CHAPTER 163, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

There were no public comments.

Motion made to approve second reading and adoption of Ordinance 439 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. Rec Center Update

Executive Assistant Sierra Smith gave the Liberty Partners update on the 3-million-dollar HUD project for the Rec Center. It included the completion of an Environmental Analysis. On February 12, 2025, Liberty Partners received notification from HUD that the Environmental Review justification package had been fully accepted, and the project was cleared to move forward.

Executive Assistant Smith told the Council Members that Nicole Smith, with Congressman Dunn's office also helped the City out tremendously.

There will be a project kick-off meeting with HUD on Thursday, February 20th, at 1:00 pm.

Mayor Cook has determined that the Rec League will be able to play one more season at the Rec Center before construction is slated to begin.

### **VIII. NEW BUSINESS**

#### A. City Planning Fees

Move to Item C under Planning & Engineering.

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

Items not listed on Formal Agenda.

### **A. Council Updates**

No updates.

### **B. Department Updates**

Bonifay Police Department 2024 Recap

Bonifay Fire Department 2024 Recap

Police Chief Johnny Whitaker gave the Council Members a recap of 2024. There were 2 high profile cases. One was a double homicide with an arrest made. The other one was the Wells Fargo ATM robbery. This robbery involved 6 people from Houston, Texas. Once the warrants are signed, they will be picked up.

Fire Chief Travis Cook read his letter of appreciation of support from the Council Members, employees and the public. In 2024, the fire department started a paid position which has improved response time, we have a total of 23 volunteers, added tools, equipment, & I-Pads, added helicopter communication equipment, upgraded the radio tower, tested & maintained all fire hydrants, obtained a 100% grant for turnout gear & hoses, AFG grant for the cascade station is outstanding, fund raisers held with a \$6903.39 profit. these was a total of 700 responses and attended or hosted 23 community events.

### **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 6:47 pm.

**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.**