



AGENDA

CITY COUNCIL MEETING - REGULAR SESSION

MONDAY, JANUARY 29, 2024 at 6:00 PM

401 McLaughlin Ave Bonifay, FL 32425

I. CALL TO ORDER

A. Invocation

B. Pledge of Allegiance

II. APPROVE AGENDA

III. APPROVE MINUTES

A. Approve Minutes of Regular Session January 16, 2024

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

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. Richard Willsey requested to be added to the Agenda to address: Purchasing

VI. PLANNING & ENGINEERING

VII. OLD BUSINESS

VIII. NEW BUSINESS

[A.](#) USDA RBDG Grant- Sierra

IX. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

A. Personnel Updates

B. Department Updates

C. Employee Spotlight

X. ADJOURN

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.



MINUTES

CITY COUNCIL MEETING - REGULAR SESSION

TUESDAY, JANUARY 16, 2024 at 9:00 AM

Midtown Plaza, 401 McLaughlin Ave., Bonifay, FL 32425

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 Rick Crews
Council Member Billy Dixon
Council Member Shelly Carroll – (attended by phone)

Also Present:

City Clerk Rickey Callahan, City Attorney Jon Holloway, City Superintendent Trey Barbee, Police Chief Johnny Whitaker, Chief Plant Operator Matt Perry, Deputy Clerk Tracy Walker, and Executive Assistant Sierra Smith

A. Invocation

City Clerk Callahan gave invocation.

B. Pledge of Allegiance

City Clerk Callahan 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 Crews, Council Member Dixon

III. APPROVE MINUTES

A. 12-21-2023 Special Session Minutes

Motion made to approve the minutes of 12-21-23 by Council Member Crews, Seconded by Council Member Dixon.

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

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

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

Voting Yea: Mayor Cook, Council Member Sellers, 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 time set aside for the Citizens of Bonifay to address the City Council. **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,

Lori Carter, with Emerald Coast Hospice, a non-profit agency, presented a donation to Waukesha Way in the amount of \$2,500.

Richard Willsey stated he had issues once again with the agenda, minutes not being online yet, and not filling the vacant council seat within 60 days as stated they would at the September 11th meeting.

Shirley Randolph, 511 N. Tracy St., said the tree limbs hanging over her house belong to the City, and requested they be cut back. City Superintendent Barbee will look at the trees.

VI. PLANNING & ENGINEERING

No updates.

VII. OLD BUSINESS

A. WastePro Rate Increase

Deputy Clerk Walker stated that Waste Pro increased their garbage rates effective January 2024, and she will have a proposal for new City of Bonifay garbage rates for the next meeting.

VIII. NEW BUSINESS

A. 2024 Regular Session Meeting Dates

2024 Regular Session Meeting Dates & Times

*Meetings are subject to be cancelled/rescheduled

January 16th – 9am

January 29th – 6pm

February 5th – 9am

February 20th – 6pm (Holiday Monday)

March 4th- 9am

March 18th- 6pm

April 8th – 9am

April 22nd – 6pm

May 6th – 9am

May 20th – 6pm

June 3rd – 9am

June 17th – 6pm

July 1st – 9am

July 15th – 6pm

August 5th – 9am

August 19th – 6pm

September 3rd – 9am (Holiday Monday)

September 16th-6pm

October 7th – 9am

October 21st – 6pm

November 4th – 9am

November 18th – 6pm

December 2nd – 9am

December 16th – 6pm

Motion made to approve dates for meetings by Council Member Crews, Seconded by Council Member Sellers.

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

B. Donna Meldon, Holmes County Chamber of Commerce - Down Home Street Festival

Donna Meldon, with the Holmes County Chamber of Commerce, said the Downhome Street Festival will be held on March 16, 2024. They are working on the insurance policy and requested Veteran's Blvd. be closed, to have the City police officers for traffic control, and for garbage pick up.

Motion made to close Veteran's Blvd. by Council Member Crews, Seconded by Council Member Dixon.

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

C. Resolution 24-005

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

Motion made to adopt Resolution 24-005 by Council Member Sellers, Seconded by Council Member Dixon.

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

D. Waukesha Way & Health Department Presentation

Under visitors.

IX. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

A. Personnel Updates

B. Department Updates

C. Employee Spotlight

Mayor Cook spotlighted the entire City for the work during the recent storms. No loss of water, debris removal is ongoing, all with minimal overtime.

Extremely cold weather is coming and to be weather aware.

Fire Department generator did not start, and Matt Perry got it running.

All dog kennels have been removed, and Raymond Grimbly is the City's Animal Control Officer.

X. ADJOURN

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

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

Mayor Cook declared the meeting adjourned at 9:21 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.

Rural Business Development Grants (RBDG)

What does this program do?

RBDG is a competitive grant designed to support targeted technical assistance, training, and other activities leading to the development or expansion of small and emerging private businesses in rural areas that have fewer than 50 employees and less than \$1 million in gross revenues. Programmatic activities are separated into enterprise or opportunity type grant activities.

Who may apply for this program?

Rural public entities including, but not limited to:

- **Towns**
- **Communities**
- **State agencies**
- **Authorities**
- **Nonprofit Corporations**
- **Institutions of Higher Education**
- **Federally recognized Tribes**
- **Rural Cooperatives**

What is an eligible area?

RBDG funds must be directed for projects benefitting rural areas or towns outside the urbanized periphery of any city with a population of 50,000 or more. Check eligible areas.

How much funding is available?

There is no maximum grant amount for enterprise or opportunity type grants; however, smaller requests are given higher priority. Generally, grants range from \$10,000 up to \$500,000. There is no cost sharing requirement. Total opportunity type grant funding is limited statutorily to up to 10% of the total RBDG annual funding.

How may funds be used?

Enterprise type grant funds must be used on projects to benefit small and emerging businesses in rural areas as specified in the grant application. Uses may include:

- Training and technical assistance, such as project planning, business counseling/training, market research, feasibility studies, professional/technical reports, or product/service improvements
- Acquisition or development of land, easements, or rights of way; construction, conversion, renovation, of buildings, plants, machinery, equipment, access streets and roads, parking areas, utilities

- Pollution control and abatement
- Capitalization of revolving loan funds including funds that will make loans for start-ups and working capital
- Distance adult learning for job training and advancement
- Rural transportation improvement
- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning

Opportunity type grant funding must be used for projects in rural areas and they can be used for:

- Community economic development
- Technology-based economic development
- Feasibility studies and business plans
- Leadership and entrepreneur training
- Rural business incubators
- Long-term business strategic planning

How are applications evaluated for competitive funding?

RBDG applications compete at the state office level, which are dependent on appropriations.

All applications are evaluated based on:

- Evidence showing job creation to occur with local businesses;
- Percent of nonfederal funding committed to the project;
- Economic need in the area to be served;
- Consistency with local economic development priorities;
- Experience of the grantee with similar efforts; and
- Other factors described in the current Notice of Solicitation of Applications (NOSA), if one is published.

How do we get started?

Applications are accepted through USDA Rural Development's local or State offices once per year. Applicants are advised to view program information specific to your local or State office to learn about local application timelines, concept paper requirements, etc.

Grant awardees will need to complete required paperwork and comply with the terms and conditions of the award. Contact your local or State office for details.

Who can answer questions?

Contact your local RD office.

What governs this program?

- Basic Program – 7 CFR Part 4280 Subpart E
- This program is authorized by the Consolidated Farm and Rural Development Act (ConAct).

What governed the predecessor programs of RBEG and RBOG, as well as all awards given before FY 2015?

- RBEG Basic Program RD Instruction 1942-G
- RBOG Basic Program 7 CFR Part 4284
- This program was authorized by the Consolidated Farm and Rural Development Act (ConAct).

Why does USDA Rural Development do this?

This program provides grants for rural projects that finance and facilitate development of small and emerging rural businesses, help fund distance learning networks, and help fund employment related adult education programs. To assist with business development, RBDGs may fund a broad array of activities.

NOTE: Because citations and other information may be subject to change, please always consult the program instructions listed in the section above titled “What Governs This Program?” You may also contact your local office for assistance. You will find additional forms, resources, and program information at rd.usda.gov. USDA is an equal opportunity provider, employer, and lender.