



AGENDA

CITY COUNCIL MEETING – REGULAR SESSION

MONDAY, MAY 22, 2023 at 6:00 PM

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

I. CALL TO ORDER

A. Invocation

B. Pledge of Allegiance

II. APPROVE AGENDA

III. APPROVE MINUTES

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.

VI. OLD BUSINESS

A. 79 Corridor update

[B.](#) Veteran's Memorial Park Improvements FRDAP Grant Emails/Dewberry update

[C.](#) Resolution 23-15

D. Waukesha Way events

VII. NEW BUSINESS

[A.](#) ARPA funds

B. Tyler Technologies quote

C. Accept online bids for patrol cars

D. Change signatories at Peoples South Bank - Remove Travis Cook, Mayor & Ryan Martin, Vice-Mayor Add Emily McCann, Mayor & Sierra Smith, Vice-Mayor

E. Sierra Smith - Headshots and Yearbook sponsorship

F. PERSONNEL UPDATES:

Chief Operator Matt Perry recommends James D. Jefferson as Wastewater and Water Operator effective June 12, 2023 at a starting salary of \$17.50 per hour with a \$0.50 raise at the end of the 90 day probationary period.

G. Adopt Planing Fee Schedule as Recommended by City Planner John Fenney

VIII. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

IX. ANNOUNCEMENTS

A. 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.



Emily McCann <emily.mccann@cityofbonifay.com>

Re: URGENT!!! - FRDAP Grant# A1033: Veteran's Memorial Park Improvements - CLOSEOUT OVER DUE

2 messages

Rickey Callahan <rickey.callahan@cityofbonifay.com>
To: "Moody, April" <April.Moody@dep.state.fl.us>
Cc: Emily McCann <emily.mccann@cityofbonifay.com>

Thu, May 4, 2023 at 11:22 AM

Ms. Moody,

Dewberry Engineering was handling this project for us and dropped the ball, thinking they could get an extension.

Based on this and your email I think we need to withdraw.

Can you tell me how to withdraw, and what happens on any funds expended for engineering service for design?

Thank you,

Rickey

On Thu, May 4, 2023 at 10:08 AM Moody, April <April.Moody@dep.state.fl.us> wrote:

Good Morning Mr. Callahan,

I am reaching out to get a status update on the Veteran's Memorial Park Improvements. The Closeout documentation and Final Status Report for this Grant was due on April 30th. Please let me know if you were unable to complete this project. If that is the case, I think withdrawing would be the best option. If you decide to withdraw, it does not effect future funding opportunities from the FRDAP program. Please let me know as soon as possible what I can do to assist you in wrapping up the project or withdrawing. Thank you.

**April Moody**

Florida Department of Environmental Protection

Community Assistance Coordinator

Division of State Lands

Land and Recreation Grants Section

FRDAP Grant Program

april.moody@dep.state.fl.us

Office: 850-245-3181 MS# 535

From: Rickey Callahan <rickey.callahan@cityofbonifay.com>**Sent:** Monday, February 6, 2023 1:23 PM**To:** Moody, April <April.Moody@dep.state.fl.us>**Subject:** Re: ACTION NEEDED!! - FRDAP Grant# A1033: Veteran's Memorial Park Improvements

EXTERNAL MESSAGE

This email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.

April,

Beverly is no longer with the City, I replaced her in May of 2022, and Elissa Pettis is no longer with Dewberry.

I want to get this back on track and get the work completed!

I have contacted Dewberry Engineering for assistance, and they have not responded yet.

I will let you know as soon as I hear from them.

Thank you,

Rickey

On Mon, Feb 6, 2023 at 12:17 PM Moody, April <April.Moody@dep.state.fl.us> wrote:

Rickey,

The Grant Agreement (Attached) says that Beverly Gilley is the Grant Manager for the City of Bonifay. On other paperwork I found that Elissa Pettis epettis@dewberry.com is the Contact person at Dewberry Engineering Firm. Has there been any movement on this project? The last Status Report we received was for May 5, 2022 and the only thing that had been completed at that time was the land Survey.

**April Moody**

Florida Department of Environmental Protection

Community Assistance Coordinator

Division of State Lands

Land and Recreation Grants Section

FRDAP Grant Program

april.moody@dep.state.fl.us

Office: 850-245-3181 MS# 535

From: Rickey Callahan <rickey.callahan@cityofbonifay.com>
Sent: Monday, February 6, 2023 10:39 AM
To: Moody, April <April.Moody@dep.state.fl.us>
Subject: Re: ACTION NEEDED!! - FRDAP Grant# A1033: Veteran's Memorial Park Improvements

EXTERNAL MESSAGE

This email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.

April,

Can you tell me if you show a Grants Administrator or an Engineering Firm on any of the paperwork you have on this grant please?

Thank you,

Rickey

On Mon, Feb 6, 2023 at 9:25 AM Moody, April <April.Moody@dep.state.fl.us> wrote:

Good Morning Mr. Callahan,

I am the new Grant Manager for your FRDAP Grant Project. I was reviewing your project this morning and it looks like we haven't received a status report or update from you in quite some time. I'm taking this opportunity to remind you of the April 30, 2023 completion date for this project. All grant related construction must be completed and all expenses paid by the scheduled completion date. This date is only two (2) months away and the project should be nearing completion. **It is imperative** that all completion documents and eligible expenditures be submitted to our office on or before the expiration date of this project. Under Rule 62D-5.58 (7)(a), staff has no alternative means to extend the grant. If you will not be able to meet this deadline, you may want to consider **withdrawing** and **reapplying** for another grant at a later date, especially if you have not begun project development and/or renovation activities at this point.

Your attention to this matter is appreciated. If you think you may encounter any problems meeting this deadline, please contact our office immediately at 850-245-2501.

Sincerely,



April Moody

Florida Department of Environmental Protection

Community Assistance Coordinator

Division of State Lands

Land and Recreation Grants Section

Section VI, ItemB.

FRDAP Grant Program

april.moody@dep.state.fl.us

Office: 850-245-3181 MS# 535

--

Rickey D. Callahan, City Clerk

City of Bonifay

301 N. Etheridge Street

Bonifay, Florida 32425

(850) 547-4238

rickey.callahan@cityofbonifay.com

--

Rickey D. Callahan, City Clerk

City of Bonifay

301 N. Etheridge Street

Bonifay, Florida 32425

(850) 547-4238

rickey.callahan@cityofbonifay.com



Section VI, ItemB.

--
Rickey D. Callahan, City Clerk

City of Bonifay
301 N. Etheridge Street
Bonifay, Florida 32425

(850) 547-4238
rickey.callahan@cityofbonifay.com

Moody, April <April.Moody@dep.state.fl.us>
To: Rickey Callahan <rickey.callahan@cityofbonifay.com>
Cc: Emily McCann <emily.mccann@cityofbonifay.com>

Sat, May 13, 2023 at 11:32 AM

Good Afternoon Mr. Callahan,

To withdraw, you will need to submit a letter on letterhead requesting to withdraw the grant. Unfortunately, since the project was not completed, we cannot reimburse costs for engineering services. Please let me know if you have any further questions. Thank you.

[Quoted text hidden]





Gmail

Rickey Callahan
<rickey.callahan@cityofbonifay.com>

ACTION NEEDED!! - FRDAP Grant# A1033: Veteran's Memorial Park Improvements

5 messages

Moody, April

<April.Moody@dep.state.fl.us>

To: "rickey.callahan@cityofbonifay.com"

<rickey.callahan@cityofbonifay.com>

Mon, Feb 6, 2023 at

9:25 AM

Good Morning Mr. Callahan,

I am the new Grant Manager for your FRDAP Grant Project. I was reviewing your project this morning and it looks like we haven't received a status report or update from you in quite some time. I'm taking this opportunity to remind you of the April 30, 2023 completion date for this project. All grant related construction must be completed and all expenses paid by the scheduled completion date. This date is only two (2) months away and the project should be nearing completion. **It is imperative** that all completion documents and eligible expenditures be submitted to our office on or before the expiration date of

this project. Under Rule 62D-5.58 (7)(a), staff has no alternative means to extend the grant. If you will not be able to meet this deadline, you may want to consider **withdrawing** and **reapplying** for another grant at a later date, especially if you have not begun project development and/or renovation activities at this point.

Your attention to this matter is appreciated. If you think you may encounter any problems meeting this deadline, please contact our office immediately at 850-245-2501.

Sincerely,



April Moody

Florida Department of
Environmental Protection

Community Assistance
Coordinator

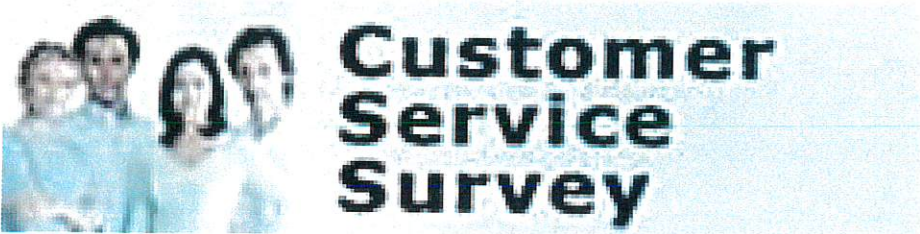
Division of State Lands

Land and Recreation Grants
Section

FRDAP Grant Program

april.moody@dep.state.fl.us

Office: 850-245-3181 MS# 535



Rickey Callahan
<rickey.callahan@cityofbonifay.com>

Mon, Feb 6,
2023 at 9:39
AM

To: "Moody, April" <April.Moody@dep.state.fl.us>

April,

Can you tell me if you show a Grants Administrator or an Engineering Firm on any of the paperwork you have on this grant please?

Thank you,

Rickey
[Quoted text hidden]

--
Rickey D. Callahan, City Clerk

City of Bonifay

301 N. Etheridge Street

Bonifay, Florida 32425

(850) 547-4238

rickey.callahan@cityofbonifay.com

Rickey Callahan

<rickey.callahan@cityofbonifay.com>

Mon, Feb 6,
2023 at 9:45
AM

To: "Brannon, Thomas" <tbrannon@dewberry.com>, "Blow,
Brody K." <bblow@dewberry.com>

Good Morning Thomas and Brody,

Can either of you update me on this project?

It appears that we are running out of time and nothing has
been done.

Please advise.

Thank you,

Rickey

[Quoted text hidden]

[Quoted text hidden]

Moody, April

<April.Moody@dep.state.fl.us>

Mon, Feb 6, 2023 at
12:17 PM

To: Rickey Callahan <rickey.callahan@cityofbonifay.com>

Rickey,

The Grant Agreement (Attached) says that Beverly Gilley is the Grant Manager for the City of Bonifay. On other paperwork I found that Elissa Pettis epettis@dewberry.com is the Contact person at Dewberry Engineering Firm. Has there been any movement on this project? The last Status Report we received was for May 5, 2022 and the only thing that had been completed at that time was the land Survey.



April Moody

Florida Department of Environmental Protection

Community Assistance Coordinator

Division of State Lands

Land and Recreation Grants Section

FRDAP Grant Program

april.moody@dep.state.fl.us

Office: 850-245-3181 MS# 535

From: Rickey Callahan <rickey.callahan@cityofbonifay.com>
Sent: Monday, February 6, 2023 10:39 AM
To: Moody, April <April.Moody@dep.state.fl.us>
Subject: Re: ACTION NEEDED!! - FRDAP Grant# A1033: Veteran's Memorial Park Improvements

EXTERNAL MESSAGE

This email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.

April,

Can you tell me if you show a Grants Administrator or an Engineering Firm on any of the paperwork you have on this grant please?

Thank you,

Rickey

On Mon, Feb 6, 2023 at 9:25 AM Moody, April <April.Moody@dep.state.fl.us> wrote:

Good Morning Mr. Callahan,

I am the new Grant Manager for your FRDAP Grant Project. I was reviewing your project this morning and it looks like we haven't received a status report or update from you in quite some time. I'm taking this opportunity to remind you of the April 30, 2023 completion date for this project. All grant related construction must be completed and all expenses paid by the scheduled completion date. This date is only two (2) months away and the project should be nearing completion. **It is imperative** that all completion documents and eligible expenditures be submitted to our office on or before the expiration date of this project. Under Rule 62D-5.58 (7) (a), staff has no alternative means to extend the grant. If you will not be able to meet this deadline, you may want to consider **withdrawing** and **reapplying** for another grant at a later date, especially if you have not begun project development and/or renovation activities at this point.

Your attention to this matter is appreciated. If you think you may encounter any problems meeting this deadline, please contact our office immediately at 850-245-2501.

Sincerely,



April Moody

Florida Department of
Environmental Protection

Community Assistance
Coordinator

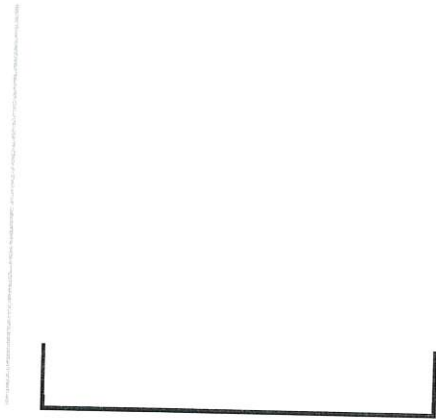
Division of State Lands

Land and Recreation Grants
Section

FRDAP Grant Program

april.moody@dep.state.fl.us

Office: 850-245-3181 MS#
535



--

Rickey D. Callahan, City Clerk

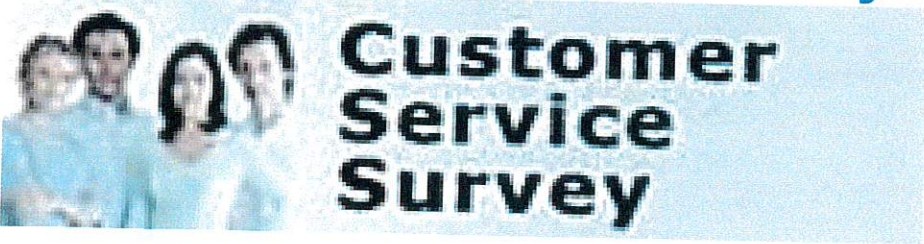
City of Bonifay

301 N. Etheridge Street

Bonifay, Florida 32425

(850) 547-4238

rickey.callahan@cityofbonifay.com



3 attachments

 **Signed element list-City of Bonifay Project Budget Detail - Veteran's Memorial Park signed.pdf**
436K

 **EXECUTED AGREEMENT - A1033 Veterans Memorial Park Imp.pdf**
1567K

 **A21033 Veterans Memorial Park Improvements_Status Reminder Ltr_July 19.pdf**
187K

Rickey Callahan
<rickey.callahan@cityofbonifay.com>

Mon, Feb 6,
2023 at 12:23
PM

To: "Moody, April" <April.Moody@dep.state.fl.us>

April,

Beverly is no longer with the City, I replaced her in May of 2022, and Elissa Pettis is no longer with Dewberry.

I want to get this back on track and get the work completed!

I have contacted Dewberry Engineering for assistance, and they have not responded yet.

I will let you know as soon as I hear from them.

Thank you,

Rickey

[Quoted text hidden]

RESOLUTION 23-15

WHEREAS, the City Council of the City of Bonifay, Florida, has been presented this date with a request by Shelly and Tammie Harrison to abandon a city-owned or -maintained road, pursuant to the provisions of Florida law; and

NOW, THEREFORE, be it resolved by the City Council of the City of Bonifay, Florida, that:

1. The Council shall hold a public hearing on _____, 2023, at __:__ P.M. in the City Council meeting room in the City Hall, Bonifay, Florida, to determine whether to abandon a certain platted public road, described as:

THE SOUTH 10.00 FEET WIDE PLATTED CITY ALLEY THAT IS ADJACENT TO AND COINCIDENT WITH NORTH BOUNDRY LINE OF LOTS 7 AND 8, BLOCK 7, MAP OF BONIFAY AS PER MAP OR PLAT THEREOF RECORDED IN PUBLIC RECORDS FOR HOLMES COUNTY, FLORIDA. CONTAINING 1,000 SQUARE FEET MORE OR LESS.

Beginning at the Southeast Corner of Lot 7, Map of Bonifay as per map or plat thereof recorded in the Public Records for Holmes County, Florida and proceed; thence North, along the East boundary line of said Lot 7, a distance of 140 feet to the northeast corner thereof; thence continue North, along the west road right of way of North Varner Street, a distance of 10.00 feet to the center line of a 15.00 feet wide platted city alley; thence East. Parallel with the North boundary line of said lot 7, a distance of 15.00 feet into the platted road right of way of said North Varner Street; thence South, parallel with the East boundary line of said lot 7 (also being the West road right of way of said North Varner Street) a distance of 140 feet to the North road right of way of East Nebraska Avenue; thence West along the said North road right of way, 15.00 feet to the point of beginning. Containing 2100 square feet more or less.

2. By this Resolution, this Council takes no official action or position on whether the subject road should be closed, except insofar as to provide for the above public hearing.

3. The Clerk shall provide for the publication of a notice and shall furnish a copy of this Resolution, with attachments, and the required notice by certified mail to those persons reflected on the ad valorem tax rolls as owners of real property adjacent to the subject road.

RESOLVED this _____, 2023, by the City Council of the City of Bonifay, Florida.

ATTEST:

CITY OF BONIFAY, FLORIDA
BY:

Rickey Callahan, City Clerk

Dr. Emily Rone McCann, Mayor

NOTICE OF HEARING TO ABANDON PUBLIC ROAD

NOTICE is hereby given that, pursuant to the provisions of Florida law and a resolution of the City Council of the City of Bonifay, Florida, dated _____, 2023, a public hearing will be held on _____, 2023, at __:__ P.M. in the City Council meeting room in the City Hall, Bonifay, Florida, to consider the advisability of closing and abandoning a certain previously-owned or -maintained public road, described as:

THE SOUTH 10.00 FEET WIDE PLATTED CITY ALLEY THAT IS ADJACENT TO AND COINCIDENT WITH NORTH BOUNDARY LINE OF LOTS 7 AND 8, BLOCK 7, MAP OF BONIFAY AS PER MAP OR PLAT THEREOF RECORDED IN PUBLIC RECORDS FOR HOLMES COUNTY, FLORIDA. CONTAINING 1,000 SQUARE FEET MORE OR LESS.

Beginning at the Southeast Corner of Lot 7, Map of Bonifay as per map or plat thereof recorded in the Public Records for Holmes County, Florida and proceed; thence North, along the East boundary line of said Lot 7, a distance of 140 feet to the northeast corner thereof; thence continue North, along the west road right of way of North Varner Street, a distance of 10.00 feet to the center line of a 15.00 feet wide platted city alley; thence East. Parallel with the North boundary line of said lot 7, a distance of 15.00 feet into the platted road right of way of said North Varner Street; thence South, parallel with the East boundary line of said lot 7 (also being the West road right of way of said North Varner Street) a distance of 140 feet to the North road right of way of East Nebraska Avenue; thence West along the said North road right of way, 15.00 feet to the point of beginning. Containing 2100 square feet more or less.

PLEASE GOVERN YOURSELVES ACCORDINGLY.

DATED THIS _____, 2023.

CITY OF BONIFAY, FLORIDA
BY:

Dr. Emily Rone McCann, Mayor

RUN ONCE A WEEK FOR ONE (1)
WEEK:

[RETURN PROOF OF PUBLICATION AND BILL TO:

Rickey Callahan, City Clerk
City of Bonifay
Bonifay, FL 32425

- HOME
- ACCOUNTS
- PAYMENTS & TRANSFERS
- CHECKS & DEPOSITS
- ADMINISTRATION

ARPA – XXXX7471

Account information

Balance

Previous day transactions (-\$0.00 / +\$0.00)	\$0.00
Current balance	\$679,972.12
Total float	\$0.00
Holds	\$0.00
Pending transactions (-\$0.00 / +\$0.00)	\$0.00
Other transfers	\$0.00
Today's float	\$0.00
Available balance	\$679,972.12
Total funds available	\$679,972.12

Activity

Last deposit (Dec 21, 2022)	\$60,000.00
Last check (May 09, 2023)	\$120.00

Interest

Current interest rate	0.01%
Current accrued interest	\$4.29
Last interest payment (Apr 28, 2023)	

Interest paid 2023	\$5.24
Interest paid 2022	\$23.41
	\$63.94



Sales Quotation For:

City of Bonifay
301 J Harvey Etheridge St
Bonifay FL 32425-2101

Quoted By: Tami Bates
Quote Expiration: 11/08/23
Quote Name: ESS Timekeeping

Tyler Software

Description	License Total	Annual Maintenance
ERP Pro powered by Incode		
ERP Pro 9 Financial Management Suite		
Distributed Time Sheet Entry	\$ 2,200	\$ 550
TOTAL:	\$ 2,200	\$ 550

Tyler Annual Software – SaaS

Description	Annual
ERP Pro powered by Incode	

ERP Pro 9 Financial Management Suite	
Employee Access Pro	\$ 436
TOTAL:	\$ 436

Services

Description	Hours/Units	Extended Price	Maintenance
ERP Pro 9 Financial Management Suite			
Professional Services	24	\$ 2,880	\$ 0
Other Services			
Project Management	1	\$ 250	\$ 0
TOTAL:		\$ 3,130	\$ 0

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$ 2,200	\$ 550
Total SaaS		\$ 436
Total Tyler Services	\$ 3,130	
Summary Total	\$ 5,330	\$ 986
Contract Total	\$ 6,316	

Detailed Breakdown of Professional Services (Included in Summary Total)

Description	Hours	Extended Price	Maintenance
ERP Pro powered by Incode			
ERP Pro 9 Financial Management Suite			
Distributed Time Sheet Entry	16	\$ 1,920	\$ 0
Employee Access Pro	8	\$ 960	\$ 0
Sub-Total	24	\$ 2,880	\$ 0
TOTAL:	24	\$ 2,880	\$ 0

Comments

- Work will be delivered remotely unless otherwise noted in this agreement.
 - Expenses associated with onsite services are invoiced as incurred according to Tyler's standard business travel policy.
- SaaS is considered a term of one year unless otherwise indicated.

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - o Implementation and other professional services fees shall be invoiced as delivered.
 - o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and materials basis.
 - o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here:

<https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____ Date: _____

Print Name: _____

P.O.#: _____



Gmail

Rickey Callahan
<rickey.callahan@cityofbonifay.com>

wwtp new employee

Matthew Perry
<matthew.perry@cityofbonifay.com>

Thu, May 18,
2023 at 1:17
PM

To: Rickey Callahan <rickey.callahan@cityofbonifay.com>

I recommend the hiring of James D. Jefferson for the position of Wastewater and Water Operator. The agreed upon salary is \$17.50 per hour with a \$0.50 raise at the end of the 3-month probationary period. Mr. Jefferson is dual certified as wastewater and water operator with excellent work ethic and attendance record.

Thank You.

Matthew Perry

Chief Operator

City of Bonifay

Wastewater Treatment Facility

Water Works

611 Martin Luther King Jr. Ave.

Bonifay, FL. 32425

Travis Cook, Mayor
 Rickey Callahan, City Clerk
 301 Etheridge Street
 Bonifay, Florida 32425
 Telephone (850) 547-4238
 Fax (850) 547-9014



City Council Member
 Ryan Martin, Vice Mayor
 Sierra Smith Travis Cook, Mayor
 Rickey Callahan, City Clerk
 301 Etheridge Street
 Bonifay, Florida 32425
 Telephone (850) 547-4238

Section VII, Item G.

CITY OF BONIFAY PLANNING FEES	
Date of Approval:	1/17/2023
Large Plan Amendment	\$1500 + \$500 advertisement fee
Small Scale Plan Amendment	\$750 + \$500 advertisement fee
Site Plan for Multi-Family Residential Development of Less Than Ten (10) Units	\$500 + \$25 per unit + \$1000 engineering review fee
Site Plan for Multi-Family Residential Development From Ten (10) to Twenty (20) Units	\$500 + \$25 per unit + \$1000 engineering review fee
Site Plan for Commercial Structures (Non-Residential Use) or Additions Less Than 10,000 Square Feet	\$1000 engineering review fee
Site Plan for Commercial Structures (Non-Residential Use) or Additions of 10,000 to 24,000 Square Feet	\$500 + \$50/1000 SF Building area + \$1000 engineering review fee
Site Plan for Commercial Structures (Non-Residential Use) or Additions of 24,000 Square Feet or More	\$500 + \$50/1000 SF Building area + \$1500 engineering review fee + \$500 advertisement fee
Site Plan for Industrial Structures (Non- Residential Use)	\$1000 + \$50/1000 SF Building area + \$1500 engineering review fee + \$500 advertisement fee
Site Plan for Additions or Renovation of Industrial Structures	\$50/1000 SF of Building
Development of Regional Impact Review	\$2,500
Substantial Deviation from Development of Regional Impact Review	\$1,000
Subdivision Review Fees:	
<u>Number of Parcels:</u>	
1-10	\$500 + \$25 per lot + \$500 advertisement fee + \$1000 engineering review fee
11-30	
31-50	
51-100	

101-150	\$1000 + \$25 per lot + \$500 advertisement fee + \$1500 engineering review fee
151-200	
201-250	
251-300	
301-350	
351-400	
401-500	
Temporary Use Permits	\$150
Appeals of Decisions	\$100
Pre-Application Concurrency	\$60
Variances	\$220
Water Management Plan Permit	\$500
Permanent Outdoor Advertising Signs	\$150
Permanent Accessory Signs	\$150
Minor Replat/Lot Split Fee	\$400
Land Use Certificates	\$25
Land Use Letter	\$25
Floodplain Determination Letter	\$25
Alcoholic Beverage Zoning Certification	\$50
Assisted Living Facilities & Nursing Home Certification	\$50
Land Use Change for Industrial, Mining, and Landfill	Same as Large Scale LUA
Special Exception - Except for Cemeteries	\$750
Special Exception - Cemeteries Only	\$250
Vacation & Annulments of Plats	\$1,000
Rights of Way or Easement Abandonment	\$1,000
Mobile Home Park	\$500 + \$10 per space + \$500 advertisement fee