



# AGENDA

## CITY COUNCIL MEETING - REGULAR SESSION

MONDAY, JULY 10, 2023 at 6:00 PM

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

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### I. CALL TO ORDER

A. Invocation

B. Pledge of Allegiance

### II. APPROVE AGENDA

### III. APPROVE MINUTES

[A.](#) 06-26-23 Regular Session

### 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. PLANNING & ENGINEERING

A. City Planner

B. Dewberry

C. DHM Melvin Engineering

Veterans Memorial Park FRDAP update

D. Mott MacDonald

## **VII. OLD BUSINESS**

[A.](#) City Charter Review - Roles & Responsibilities of Council Members

[B.](#) Police Department equipment requests

C. Highway 79/Waukesha FDOT Project

## **VIII. NEW BUSINESS**

[A.](#) "Mobile" stage located near Veterans Park

[B.](#) My Civic app by Tyler Technologies

[C.](#) Resolution 2023-20

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

Items not listed on Formal Agenda.

A. Personnel Updates

[B.](#) Department Updates

C. City Cell Phone update

[D.](#) Capital Improvement Plan

E. Right-of-Way cutting

F. 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

MONDAY, JUNE 26, 2023 at 6:00 PM

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

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#### I. CALL TO ORDER

Mayor Emily McCann called the meeting to order at 6:00 pm.

##### PRESENT

Mayor Emily McCann  
Vice-Mayor Sierra Smith  
Council Member Larry Cook  
Council Member James Sellers  
Council Member Shelley Carroll

Also Present:

City Clerk Rickey Callahan, City Attorney Michelle Jordan, City Superintendent Trey Barbee, Police Chief Jimmy Macon, Fire Chief Travis Cook, and Assistant Fire Chief Landis Messer.

##### A. Invocation

Vice-Mayor Smith gave the invocation.

##### B. Pledge of Allegiance

Vice-Mayor Smith led the Pledge of Allegiance.

#### II. APPROVE AGENDA

Council Members voted to approve the agenda.

Motion made by Council Member Cook, Seconded by Vice-Mayor Smith.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

**III. APPROVE MINUTES**

A. 05-08-23 Regular Session

B. 06-12-23 Regular Session

Council Members voted to approve the 05-08-23 and 06-12-23 minutes together.

Motion made by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

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

Council Members voted to approve Accounts Payable, Transfers and Financial Sheets.

Motion made by Vice-Mayor Smith, Seconded by Council Member Carroll.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

Mayor McCann informed the Council the Deputy Clerk requested one of the Council Members review all of the invoices on a monthly basis instead of having all Council Members reviewing invoices before meetings. Council Member Carroll volunteered to review invoices and checks each month.

Motion made to approve this request by Council Member Cook, Seconded by Vice-Mayor Smith.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

**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.

No members of the public addressed the Council.

**VI. OLD BUSINESS**

A. City Planner, John Feeney

City Planner, John Feeney, recommended approval of lot split for Sandra Logan. Ms. Logan had completed all the necessary paperwork. She intends to rent out one of the houses on the parcel. For insurance purposes, she needs the lot split. The lot is located at 1439 Clifford Street.

Motion made to approve the lot split by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

Feeney requested direction from the Council regarding if he should bring each request before the Council, or just the ones that do not meet the requirements.

Council Member Sellers stated to only bring before the Council if lot split does not meet the requirements.

City Attorney Jordan will prepare the resolution to indicate the Council's decision.

Mayor McCann asked Feeney if he knew of any grants available for the Comp Plan. Feeney stated there was funding that just closed and that he would check to see if there were additional funding opportunities.

## B. City Engineers

Mott MacDonald

City Superintendent Barbee updated the Council Members on the 5-6 miles of water line being replaced. Barbee stated the new lines would have better water pressure and would provide better fire protection.

Dewberry

Mayor McCann provided an overview of the workshop held with Dewberry to discuss the status of the four projects open. Previously, Dewberry indicated there was \$1.7 million available for the Memorial Field Improvement project; however, it was only funded for \$1 million. Currently, there is about \$700,000 available for construction, after engineering and the grant administrator's fees.

The plan that was awarded the grant utilized property that was not owned by the City, and to do it on our property is going to cost more than we originally thought. Also, money to spot repair the bleachers was listed in the original scope of work, but the City does not own those.

Mayor McCann advised the Council Members the \$700,000 could be used for 3 inlets to help with the drainage and whatever monies remain, she asked Dewberry to look at covering the big open ditch in front of Memorial Field.

The Council indicated they did not want Dewberry to reapply for the FRDAP project at Veterans Memorial Park that was lost in April.

DHM Melvin Engineering

Mayor McCann stated that the projects with DHM were moving forward, and she entertained a motion for Melvin Engineers to apply on behalf of the City for a USDOT grant for a feasibility study for sidewalks.

Motion made to apply for this grant by Council Member Sellers, Seconded by Vice-Mayor Smith.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

Vice-Mayor Smith requested DHM to apply for the Veterans Memorial Park FRDAP project.

C. Personnel Update

Mayor McCann informed the Council Members she would bring a job description for a Grants Coordinator/Executive Assistant to the next Regular Session for consideration.

Council Member Cook asked if they would be able to write grants and Mayor McCann stated yes, and they would serve as the point person for agencies and engineering firms at City Hall.

D. Update on RV on Cotton Street

Chief Macon told the Council Members that the RV on Cotton Street had been removed. City Clerk Callahan will reach out to citizen who brought forth the concern at the last meeting.

E. Splash Pad update

City Superintendent Barbee informed the Council Members that all materials to repair the Splash Pad have been ordered and the City is waiting on delivery. There is no delivery date set yet. Once delivered, the installation should be two days.

F. Jessie Pearl Anderson 107 E. Iowa Ave. request update

City Superintendent Barbee met with DHM to review solutions for the stairs located at 107 E. Iowa Avenue. The City is unable to install a personal ramp sidewalk at this time. This area has been listed as an area of review for the feasibility study of the sidewalks.

Mayor McCann asked City Superintendent Barbee to contact the homeowner with a list of potential agencies that can help with that situation.

G. Update on certified contractors for diesel storage tanks

Council Members reviewed quotes to resolve the issues indicated on the storage tank inspections. Mayor McCann recommended to the Council to approve the lowest quote of \$7700 to be paid out of ARPA funds.

Motion made to approve this recommendation by Vice-Mayor Smith, Seconded by Council Member Cook.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

## VII. NEW BUSINESS

### A. Waukesha Way

Steffi Andrews, with Waukesha Way, stated that they were going to have the 2nd Annual Cornhole Tournament on July 7th, and requested to close part of Veterans Boulevard.

Motion made to approve this request by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

Mrs. Andrews also requested to use the softball field for their Back-to-School-Bash on August 5th.

Motion made to approve this request by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

Mayor McCann stated they were working on a draft of a MOU with Waukesha Way.

### B. 4th of July Fireworks

Shan Hatfield requested to speak to the Council about the 4th of July fireworks, he was not in attendance.

Mayor McCann stated that the request for the fire department to assist with the fireworks was granted back in February and on track to happen as discussed previously.

### C. Hydrant Flow Test Kit

A Hydrant Flow Test Kit was purchased, for \$1200, to check water pressures throughout the city. Chief Cook stated that new businesses would want the water pressure tested at their location. Fees for this test would range from \$300 per test in the city limits and \$400 per test outside the city limits. All revenue generated will help offset costs in the Fire Department. Chief Cook indicated all hydrants must be checked yearly. Up to this point, the Fire Department has borrowed a test kit.

### D. Convert Bonifay Police Dept. to Zello network

Assistant Fire Chief Landis Messer stated the Bonifay Police Department is currently using Tango Tango network as an internet gateway at a cost of \$500 per quarter. To switch them over to the Zello network it would be a one-time cost of \$3,110. This would be paid out of the ARPA funds.

Motion made to end the engagement with Tango Tango and to start the Zello network by Council Member Cook, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

E. Social Media/Archival Policy

Mayor McCann stated the city needed a Social Media and a Social Media Archival policy in place before the creation of a social media page.

Motion made to approve both policies by Vice-Mayor Smith, Seconded by Council Member Cook.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

F. Mobile radio for Brush 1

Assistant Fire Chief Messer advised a new mobile radio for Brush 1 was needed because the old one got wet during a Hurricane Sally flood rescue, and it no longer works. It would cost \$1,346.59 and was recommended for approval.

Motion made to repair the radio in Brush 1 by Vice-Mayor Smith, Seconded by Council Member Sellers.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

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

Items not listed on Formal Agenda.

**IX. ANNOUNCEMENTS**

Mayor McCann recognized the Bonifay Police Department.

Police Chief Macon thanked them also.

A. DPS Recovery Services meeting

Mayor McCann informed the Council Members the City has approximately \$22,000-23,000 each year in bad debts and she recommends approval of the agreement with DPS Recovery Services to collect the debts. DPS adds a 30% fee on top of the bad debt to the debtor, with no cost to the City.

Motion made to enter into an agreement with DPS Recovery Services by Council Member Sellers, Seconded by Council Member Carroll.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

B. Municipal Engineers Services Inc. meeting

Mayor McCann advised the Council of a meeting recently held with Municipal Engineers Services. She recommended sending out a Request For Qualifications for Engineering services.

Motion made to advertise a Request for Qualifications for Engineering services by Council Member Sellers, Seconded by Council Member Cook.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

C. National Fitness Campaign meeting

Mayor McCann announced a National Fitness Campaign meeting regarding a grant for fitness equipment. A follow-up meeting is forthcoming.

Mayor McCann stated the Board Clerk Services Agreement was approved by the 79 Corridor Authority and will begin July 1st.

Mayor McCann indicated the City was losing \$3,000 --\$4,000 per month on garbage services, and is in the process of setting up a meeting with Waste Pro.

Mayor McCann recommended an additional phone line should be purchased to be shared among staff, so that no one employee was on-call at all times.

Motion made to purchase an additional phone for the City's emergency contact number by Council Member Cook, Seconded by Vice-Mayor Smith.

Voting Yea: Mayor McCann, Vice-Mayor Smith, Council Member Cook, Council Member Sellers, Council Member Carroll

Mayor McCann told the Council Members that a quote from Verizon for 5 cell phones and 5 tablets would cost \$2,500 upfront, then \$375 per month. A meeting with the representative was set for Wednesday.

Mayor McCann announced a Budget Workshop on July 10th at 5:00 pm.

For the Employee Spotlight, Mayor McCann recognized the employees at City Hall, Rickey Callahan, Tracy Walker, Sabrina Porter, and Elois Bradshaw, for their work.

**X. ADJOURN**

Mayor McCann adjourned the meeting at 7:06 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.**

ARTICLE III - LEGISLATIVE

s3.01 - City Council

There shall be a city council, with all legislative powers of the city vested therein, consisting of six (6) members and the mayor, who shall be electors of the city, elected by the electors of the city.

s3.02 - Qualifications of Council Member

Any qualified elector who has been a resident of the City for a period of two (2) consecutive years shall be eligible to hold the office of city council member. The council shall be the judge of the election and qualifications of its members and of the grounds for forfeiture of the office. Notice that a council member charged with conduct constituting grounds for forfeiture of the office shall be published in one (1) or more newspapers of general circulation published in the city at least two (2) weeks in advance of a public hearing.

s3.03 - Term of Council Member

Council members shall be elected for a term of two (2) years, and the term shall begin on the date of the first regular council meeting following the annual election.

s3.04 - Compensation of Council Members

The Council shall determine the annual salary of council members by ordinance, but no ordinance increasing such salary shall become effective until the date of commencement of the terms of council members elected at the next regular city election, provided such election follows the adoption of the ordinance by at least ninety (90) days.

s3.05 - Vice-Mayor

The council shall elect from among its members a vice-mayor. Election of the vice-mayor shall be done annually at the first regular council meeting after the annual election. The vice-mayor shall act as mayor during the absence or disability of the mayor.

s3.06 - Vacancies; Forfeiture of Office; Filling of Vacancies

(a) Vacancies. The office of a council member shall become vacant upon his/her death, resignation, or removal from office in any manner authorized by law, or by the forfeiture of his/her office, such forfeiture to be declared by a majority vote of the remaining members of the council.

(b) Forfeiture of Office. A council member shall forfeit his/her office if he/she: (1) lacks at any time during his/her term of office any qualification for the office prescribed by this charter or by law; or (2) violates any standard of conduct or code of ethics established by law for public officials, such violation to be determined by a majority vote of the remaining members of the council; or (3) fails to attend council meetings as required by ordinance passed by the council, such failure to be determined by a majority vote of the remaining members of the council.

(c) Filling of Vacancies. A vacancy on the council shall be filled as follows: (1) If there is less than one year remaining on the vacated council member's term, the city council, by a majority vote of its remaining members, shall choose a successor to serve the remainder of the term. (2) If there is one year or more remaining on the vacated term, the city council, by a majority vote of its remaining members, shall choose a successor to serve until the next annual election, at which time a person shall be elected to serve the remaining one year of the term. The period described in (1) and (2) above shall be calculated from the date the vacancy begins through the end of the term. It is the intent of this charter that no special election shall be held to fill a vacancy on the city council.

(d) Extraordinary Vacancies. In the event that all members of the council are removed by death, disability, or forfeiture of office, the governor shall appoint an interim council that shall call a special election.

s3.07 - Procedure

(a) Meetings. The council shall meet regularly at least twice in every month at the City Hall, except in an emergency another location may be selected. Special meetings may be held on the call of the mayor or a majority of the members, and upon no less than twenty-four (24) hours notice to each member and the public.

(b) Rules and Journal. The council shall determine its own rules and the mayor shall set the order of business for each meeting.

(c) Voting. Voting on ordinances and resolutions shall be by roll call and shall be recorded in the journal. A majority of the council shall constitute a quorum, but a smaller number may adjourn from time to time and may compel the attendance of absent members in the manner and subject to the penalties prescribed by the rules of the council. No action of the council, except as otherwise provided in the preceding sentence and in s3.06, shall be valid or binding unless adopted by the affirmative vote of the majority of a quorum present.

(d) Personnel. The council, by ordinance, shall adopt a set of personnel policies and procedures covering all phases of employing, managing, and terminating the employment of city employees.



# City Council Agenda Form

Meeting Date: 06/10/2023

Department: Police

Public Hearing:  YES  NO

For Clerk's Use Only  
AGENDA ITEM #

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Consent Agenda</i>	<i>Regular Agenda</i>	<i>Closed Session</i>

**Presenter:** Shelley Carroll

**Request Type:**  Informational  Discussion  Action Item

**Does this item require legal review?**  YES  NO  
**City Attorney e-mail attached?**  YES  NO

**Agenda Item Title:** Police Department equipment requests

**Attachment(s):**

**Brief Summary:**  
\*Spirit of the Blue - 12 of each: Axon brand Tasers, Body Cameras, Dash Cameras, holster signals, 50 taser cartridges, and all software to support new equipment.  
\* 10 bullet proof vests requested through 50/50 grant.

**Action Requested of Council:**



# SPIRIT OF BLUE

## SAFETY GRANT PROGRAM ELIGIBILITY

Thank you for your agency’s interest in being considered for a Spirit of Blue Safety Equipment or Training Grant. Attached to this sheet is a submission form that will aid you in submitting information for consideration. While we are not able to approve all requests that are received, we review all submissions for their potential impact on officer safety, financial hardship of the agency and the Foundation’s ability to meet those needs with its resources and partnerships.

## QUALIFYING SAFETY CATEGORIES

All requested equipment or training must have a clearly articulated Officer Safety impact. The Spirit of Blue has defined 15 safety categories that it will grant towards:

- Protecting Life**            Ballistic Protection, Medical Supplies, Safety Training, Traffic Awareness and Sensory Protection
- Projecting Force**        Lethal Force Options, Less-Lethal Force Options, Target Acquisition, Illumination and Firearms Accessories
- Creating Advantage**    Operational Gear, Communications, Footwear/Apparel, Intelligence Gathering and Security Solutions

## GRANT FULFILLMENT

The Spirit of Blue rarely provides a cash award to a receiving agency. Instead, the Foundation will coordinate with the manufacturer, distributor or provider of the good or service being awarded and will donate the product or service to the receiving agency. Agencies who receive a Spirit of Blue grant are generally ineligible to receive additional grant funding again for a two (2) year period.

## PROCESS DURATION

Agencies that submit for consideration will remain in the Spirit of Blue database indefinitely. There is no need to re-apply, but agencies may update their need statements as their situations change. Grants are awarded year-round based on availability of funds and coordinating partner support. Grants are not fulfilled until they are officially accepted by the agency, which may include approval from their local governing authority (city council, county commission, etc.). This process can take as short as a few weeks and has taken up to 12-18 months for some agencies to obtain. The Spirit of Blue will work with agencies to navigate their individual process for acceptance. A grant will not be withdrawn once awarded, unless the agency’s local governing authority refuses the award or the grant is not accepted within 24 months of the grant being offered.



Agency Name:	Bonifay Police Department
Agency Point of Contact:	Jimmy Macon
Point of Contact Phone:	205-739-4025
Point of Contact Email:	jimmy.macon@cityofbonifay.com
Agency Address:	809 S Waukesha St
Head of Agency:	Jimmy Macon
Number of Sworn Officers:	10

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Prioritized list of un-funded safety needs (with item quantities, detail and associated costs as available):

1. 12 Axon Body 4 Camera's with software
2. 12 Axon Taser 7QC with software
3. 1 case (50) Taser7 hook&loop TRN cartridges
4. 12 Axon Fleet 3 vehicle camera system with software
5. 12 Axon Signal Sidearm

Agency Description:

Our agency is made up of currently 4 officers with 6 positions waiting to be filled, after restructuring from the top administration to the bottom. We have 12 patrolling vehicles that will need items in them as well. We are a small department servicing a very rural city, but in the last couple of years have seen an increase in violent crimes and murders. We need to replace nonworking and expired equipment to ensure the safety of our officers and community.



Funding Situation:

Currently we are at the end of our fiscal year, with no extra funding sources available to purchase these items for the department. We are trying to utilize any grant or assistance we can find at this point in the year just to make ends meet.

Other Information to demonstrate merit or for consideration:

The Bonifay Police department is a very small department, only recently securing approval to hire 4 more sworn officers to have a 10 officer crew (including the Chief). Our department has also recently undergone a total restructure due to questionable decisions and actions made by the previous administration. We have since discovered that there are some major safety concerns with most of our equipment our officers utilize on a daily basis. We have recently put in place a mandatory body camera policy, which was not in place prior to our new administration. The officers that were wearing body cameras was doing so with their personal cameras. We do not have functioning Tasers for all officers, all of our tasers now are displaying "error". We would also like to install dash camera systems on all patrol vehicles as well, which would include 12 vehicles. These items that we requested, I believe, are essential to ensuring the safety of our officers and the community we serve on a daily basis.



# City Council Agenda Form

Meeting Date: 7/10/23  
Department: Parks & Recreation

Public Hearing:  YES  NO

For Clerk's Use Only  
AGENDA ITEM #

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Consent Agenda</i>	<i>Regular Agenda</i>	<i>Closed Session</i>

**Presenter:** Sierra Smith

**Request Type:**  Informational  Discussion  Action Item

**Does this item require legal review?**  YES  NO  
**City Attorney e-mail attached?**  YES  NO

**Agenda Item Title:** "Mobile" stage located near Veterans Park

**Attachment(s):**

**Brief Summary:**

**Action Requested of Council:**



# My Civic & Service Requests Pro

A COMPREHENSIVE, AFFORDABLE AND EASY-TO-USE MOBILE APP EXPERIENCE

My Civic is a mobile platform designed to increase community engagement and improve service delivery. My Civic makes it easy for residents and business users to submit requests, complete licensing and permitting applications, pay bills, find community information, communicate with city hall, and more.

**My Civic offerings include:**

- **My Civic Citizen Engagement:** A civic engagement solution that places all public-facing information and communication tools in a single app, which you can custom brand.
- **Service Requests Pro:** A robust request management system for both citizens and staff. Service Requests Pro is available as a standalone or in addition to My Civic Citizen Engagement.

## MY CIVIC CITIZEN ENGAGEMENT

Whatever you want to communicate, My Civic Citizen Engagement delivers a comprehensive, affordable, and easy-to-use mobile app experience for the people you serve.

Through a single app, residents will be better connected and able to play a more active role in your community.

My Civic Citizen Engagement allows you to tailor messaging for your audience. You can incorporate your city, town, or organization's branding with flexible, customizable design options, and you have complete control over content, which can be updated in real-time to ensure that only the most current information is shared with your constituents.



**WITH MY CIVIC, YOUR COMMUNITY MEMBERS CAN:**

- Make non-emergency requests
- Follow responses to requests and resolutions
- Provide feedback and suggestions
- View event calendars
- Receive real-time notifications
- Find public transportation options
- Pinpoint community facilities on maps
- Make payments
- Apply for permits and licenses

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**For more information visit [tylertech.com](http://tylertech.com)**

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### Build Community Connections

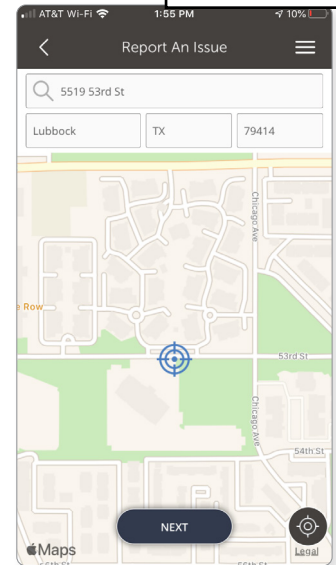
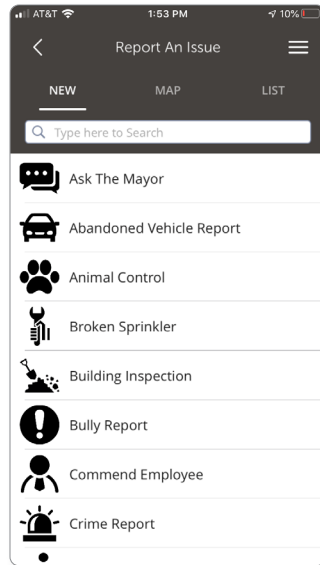
With My Civic, you can stay connected with residents and share the services, resources, and information you have to offer. App users can find local news, events, and job postings, and easily locate parks and trails with built-in maps and geolocation services. The app’s two-way communication options keep community members up to date with information that’s important to them and enable elected officials and leaders to connect with constituents.

### My Civic Citizen Engagement Highlights

- **Push Notifications:** Communicate up-to-the-minute such as city office closings or storm alerts, which can be pushed to community members in a zip code or geo-located area in real time.
- **Calendar Feeds:** Create one-time or recurring events that citizens can add to their device calendars.
- **News and Multimedia:** Build social outreach with support of RSS feeds, Facebook®, Instagram®, Twitter®, YouTube®, and photo albums.
- **People and Information:** Make it easy for residents to search for and contact your elected officials, staff, or community groups.
- **Maps:** Create walking tours, pinpoint event locations, share public transportation maps, and more with GIS integration.
- **Surveys:** Develop customized surveys and feedback forms to give your community a voice.
- **Customized Branding:** Tailor your app branding to align with your organization’s design standards.

### SERVICE REQUESTS PRO

Service Requests Pro gives citizens the power to report issues, ask questions, and monitor resolutions 24/7/365. Staff can easily track, manage, respond, and analyze issues and service requests while real-time status and resolution updates keep citizens informed and reduce office phone calls.



### Empower Residents

Service Requests Pro enables citizens to submit incidents or requests anytime, anywhere on their mobile device, your organization’s website, or Facebook page. To submit a report, citizens simply select the type of issue, enter accompanying notes, attach photos, and notify staff with the click of a button. Once an issue is submitted, citizens will be kept updated of resolution status through real-time emails or push notifications.

### Streamline Your Back Office

Once an issue has been reported, My Civic automatically generates an email or push notification to staff within the appropriate department. Past-due or unresolved issues can be escalated, and automated responses can be generated for recurring issues.

Issues are seamlessly tracked from start to finish, delivering immediate insight into what’s happening in your community. Robust reporting and analytics, along with heat maps identifying issue locations and trends, give staff the information they need to make informed, community-centric decisions.

**RESOLUTION 2023-20**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONIFAY TO NAME COUNCIL MEMBER SHELLEY CARROLL AS THE COUNCIL REPRESENTATIVE TO REVIEW ALL ACCOUNTS PAYABLE FOR THE CITY.**

**WHEREAS**, the City Council of the City of Bonifay (“City Council”) desires to improve the efficiency of City operations; and

**WHEREAS**, the City Council desires to establish an effective auditing mechanism to inspect all invoices and stubs for the benefit of the City Council; and

**WHEREAS**, the City Council finds that delegating the authority to review invoices and payment stubs to a single Council Member will sufficiently improve City operations; and

**WHEREAS**, the City Council nominated Council Member Shelley Carroll to serve in this capacity and she accepted the nomination; and

**WHEREAS**, the City Council directs that the City Bookkeeper will continue to process accounts payable per usual and will notify Council member Shelley Carroll to review accounts for accuracy; and

**WHEREAS**, Council member Shelley Carroll will sign and date all check stubs and will make a recommendation to approve Accounts Payable checks issued at the following meeting.

**NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF BONIFAY FLORIDA THAT:**

The City Council of the City of Bonifay issues this resolution to name Council member Shelley Carroll as the Council Representative to review all accounts payable for the City as described herein, until such time as the end of her term in office or as otherwise deemed appropriate by the Council.

**RESOLVED** after due motion, second and discussion in open session this \_\_\_\_\_, day of \_\_\_\_\_ 2023.

ATTEST:

City of Bonifay

\_\_\_\_\_  
Ricky Callahan  
City Clerk

\_\_\_\_\_  
Dr. Emily Rone McCann  
Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Michelle Blankenship Jordan  
City Attorney

**Bonifay Police Dept.**

June 2023

	Arrests:	UTC:	V & W Warnings	Tow's:	Criminal Mischief:	Sig 13 P	Missing Juv/ Recovery	Suspicious Veh Sig 13v	Baker Act	Vehicle lockouts	Animal Call	Burglary
1												
2												
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19												
20		1		1	1	2		1	1		1	
21	1		1			2	1	3		1	1	1 DOI
22			2		1	1		1		1	2	
23			6			2				1		
24			10			1		1		1	2	
25			7		1			1		2		
26						1				1		
27	2	2				1						1
28	1	1	1			2					2	
29			2			1					1	
30			9			1				1	1	
Total:	4	4	39	1	3	14	1	7	1	9	9	1

June 2023

**Bonifay Police Dept.**

June 2023

	Suspicious	Cir. / Incident	Highway Obstruction	Alarm Call	Welfare Check	Drunk Driver	Crash	Funeral Escort	Civil Dispute/ Standby	Assist other Agency	Reports	Extra Patrols	citizen assist contacts
1													
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													
14													
15													
16													
17													
18													
19													
20													
21		1									3	1	5
22			1	1	1				1	1	4	8	2
23		1				2	1	1			3	5	2
24		1				1				1	1	2	1
25		1	1							1		7	
26				3							2	7	
27							1			1	4		5
28		2						1		3	4	3	1
29							1				2	2	5
30											1	4	
<b>Total:</b>		<b>6</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>10</b>	<b>24</b>	<b>47</b>	<b>23</b>

June 2023

**Bonifay Police Dept.**

June 2023

	Reckless Driver	Noise Compt.	Recovery Stolen Prop	Unverif. 911	Suicide Threat	Trespass	Battery	Stolen / Lost Tag							
1															
2															
3															
4															
5															
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
16															
17															
18															
19															
20															
21															
22															
23	1	1													
24			1												
25				2											
26				1	1	1									
27	1				1										
28						2	1	1							
29						1									
30	2					4	1	1							
Total:	4	1	1	3	2	4	1	1	0	0	0	0	0	0	0

June 2023

<b>CITY OF BONIFAY - CAPITAL IMPROVEMENT SCHEDULE</b>		
<b><u>2022 PRIORITIES LIST</u></b>		
<b>Category</b>	<b>Project</b>	<b>Priority</b>
<b>I</b>	<b>Roadway Improvements</b>	
	Weeks Street & Scenic Hill Circle Improvements	1
	Banfill Avenue	2
	Depot Street	3
<b>II</b>	<b>Pedestrian Improvements</b>	
	Downtown District Sidewalk Improvements	1
	Downtown Commercial Parking Rehabilitation - Phase II	2
<b>III</b>	<b>Public Facilities</b>	
	City Hall Weathering	1
	Police Department Expansion (Relocation)	2
<b>IV</b>	<b>Stormwater Management/Drainage Improvements</b>	
	Clifford Street-SR 79-Judah Avenue Drainage Improvements	1
	Downtown Stormwater Improvements	2
	Weeks Street Paving & Drainage Improvements	3
	Stormwater Park	4
<b>V</b>	<b>Recreation</b>	
	Memorial Park Improvements - Phase II	1
	Veterans Memorial Park Improvements - Phase II	2
	Pocket Park / Amphitheatre	3
<b>VI</b>	<b>Sanitary Sewer/Wastewater</b>	
	Major Lift Station/Wastewater Rehabilitation	1
	Sewer Rate Study	2
	Prison Master Agreement Amendment (Lift Station Issues)	3
	Sewer Master Plan	4
	Sewer Impact Fee Study (79 Corridor)	5
	Automated Information Transfer/SCADA Initiative (Automated Lift Station Panels)	6
<b>VII</b>	<b>Potable Water</b>	
	SRF Water Improvements - Phased Project	1
	City-wide Fire Hydrant Replacement*	2
	Water Impact Fee Study (79 Corridor)*	3
	Potable Water Master Plan	4
	Water Rate Study	5
	Major Potable Water Rehab (correct water loss issues)*	6
	Automated Information Transfer/SCADA Initiative (Automatic Reader for Water Meters)*	7
<b>VIII</b>	<b>Special Projects</b>	
	Public Works Equipment Needs	1
	Beautification - Phase C and D (From Master Plan)	2
	City of Bonifay Brand Manual*	3
	Historic District Signage/Eureka Parking Signage*	4
	Development and Permitting Guide*	5
	Florida Main Street Designation	6
	Hotel Eureka Mural	7
<b>IX</b>	<b>Economic Revitalization</b>	
	Downtown Commercial Parking Rehabilitation - Phase II*	1
	Downtown Commercial District Master Plan*	2
	Downtown Commercial Revitalization (Building Rehabilitation) - Phase II	3