



# AGENDA

## CITY COUNCIL MEETING - REGULAR SESSION

MONDAY, MAY 05, 2025 at 9:00 AM

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.](#) April 21st, 2025 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. . 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

### VI. PLANNING & ENGINEERING

[A.](#) Biweekly Construction Summary Stormwater Park

### VII. OLD BUSINESS

A. State Appropriations Discussion

## **VIII. NEW BUSINESS**

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

Items not listed on Formal Agenda.

A. Council Updates

[B.](#) Department Updates

- Bonifay Police Department Monthly Recap

- Bonifay Fire Department Monthly Recap

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**

### **MONDAY, APRIL 21, 2025 at 6:00 PM**

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

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#### **I. CALL TO ORDER**

Vice-Mayor James Sellers called the meeting to order at 6:00 pm.

##### **PRESENT**

Council Member James Sellers  
Council Member Rick Crews  
Council Member Eddie Dixon

##### **ABSENT**

Mayor Larry Cook  
Council Member Shelley Carroll

Also present

City Clerk Rickey Callahan, City Attorney Jon Holloway by phone, Executive Assistant Sierra Smith, and Deputy Clerk Tracy Walker

##### **A. Invocation and Pledge of Allegiance**

Executive Assistant Sierra Smith gave invocation.

##### **B. Pledge of Allegiance**

Executive Assistant Sierra Smith 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: Council Member Sellers, Council Member Crews, Council Member Dixon

### **III. APPROVE MINUTES**

#### **A. Approval of April 7, 2025 Minutes**

Motion made to approve the minutes of April 7, 2025 by Council Member Crews, Seconded by Council Member Dixon.

Voting Yea: 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, and Financial Sheets by Council Member Dixon, Seconded by Council Member Crews.

Voting Yea: 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 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

No visitors spoke.

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

None

### **VII. OLD BUSINESS**

None

### **VIII. NEW BUSINESS**

None

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

Items not listed on Formal Agenda.

#### **A. Council Updates**

#### **B. Department Updates**

Executive Assistant Smith announced the Bonifay Police Department Community Cookout to celebrate the opening of the splashpad at Middlebrooks Park was a success. Bonifay Police Department is looking at other events for all the parks in the city.

Council Members discussed replacing the "stop behind white Line" sign on Hwy. 173 by Express Lane. Executive Assistant Smith stated that the Public Works department is working on replacing, cleaning, and straightening signs.

C. Employee Spotlight

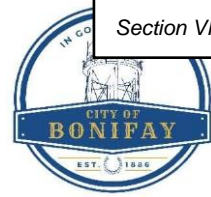
## **X. ADJOURN**

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

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

Vice-Mayor Sellers declared the meeting adjourned at 6:08 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.**



## Biweekly Construction Summary City of Bonifay

**Project Title:** City of Bonifay Resilient Stormwater Park

Grant #23FRP18

DHM Project ID # BON23RE

**Work performed the week of:** April 7, 2025 Through April 20, 2025

Holmes County Contact: Ricky Callahan, City Clerk

Design Engineer: Brent E. Melvin, P.E., DHM

Contractor Project Mgr: Adam Albritton, ECSC, LLC

CEI Project Mgr: Jake Mathis, DHM

Inspector: Tommy Hays, DHM

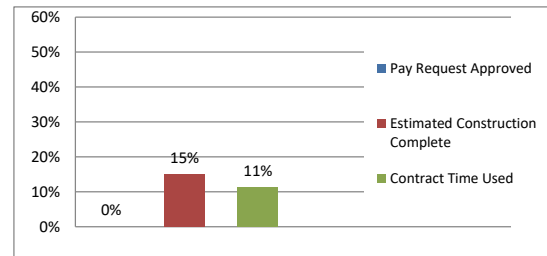
Distribute To: Larry Cook, Mayor of Bonifay  
Ricky Callahan, City of Bonifay  
Sierra Smith, City of Bonifay  
Adam Albritton, ECSC, LLC

David Melvin, DHM Engineering  
Brent E. Melvin, P.E., DHM Engineering  
Jake Mathis, DHM Engineering

Notice To Proceed Date:	<u>March 24, 2025</u>
Substantial Completion Date:	<u>October 19, 2025</u>
Final Completion Date:	<u>November 18, 2025</u>
Contract Amount:	<u>\$1,988,938.94</u>
Current Contract Amount:	<u>\$1,935,890.39</u>
SA / WCO's Approved No.	<u>1</u>
Pay Estimate Approved No.	<u>0</u>
Estimated Constr. Complete:	<u>15%</u>
Contract Time Used:	<u>11%</u>

Project is on Schedule? X Yes      No

<b>Total Contract Days:</b>	<u>240</u>
<b>Contract Day:</b>	<u>28</u>
<b>Substantial Days Remaining:</b>	<u>182</u>
<b>Final Days Remaining:</b>	<u>212</u>
<b>Total Weather Days:</b>	<u>4</u>
<b>Total Holidays:</b>	<u>0</u>



### Description of Work:

#### Accomplishments:

Contractor installed advanced warning road signs.  
Contractor removed and hauled off 98% of existing concrete.  
Contractor installed 100% of silt fence and with staked hay bales as needed per plans.  
Contractor loaded and hauled off 3240 CY of fill dirt.  
Contractor cleared and grubbed existing trees per plans.

#### Current Activities:

##### ECSC

Contractor removed existing guardrail and box culvert on Moody Street per plans.  
Contractor milled up 1" of existing asphalt pavement on Depot and Moody Street and Banfil Ave.  
Contractor removed and hauled off 73.3 SY of existing concrete.  
Contractor cutting and removing existing dirt out to set grades for stormwater pond.

##### Corbin Contracting & Underground

No work This Period

##### Extreme Land Restoration

No work This Period

##### Highway Specialties

No work This Period

#### Holiday & Weather Days

Holiday's = 0

Weather days = March 31, 2025, April 1, 7, 8 2025

#### Pending Issues:

NONE

#### Potential Problems:

NONE

#### Project Changes:

#### Future:

Contractor to continue to remove dirt to set grades for stormwater pond.  
Contractor to install 60" Pipe w/60" MES.

Jake Mathis  
Construction Project Manager

**DHM** Melvin  
Engineering





Resilient Stormwater Park  
Contractor removing guardrails on Moody Street.



Resilient Stormwater Park  
Contractor demoing concrete pad on Moody Street.



Resilient Stormwater Park  
Contractor removing existing box culvert on Moody Street.



Resilient Stormwater Park  
Contractor grading and shaping slope for Stormwater Pond per plans.







Resilient Stormwater Park  
Contractor milled up existing asphalt on Banfil Ave.



Resilient Stormwater Park  
Contractor milled up existing asphalt on Moody Street



Resilient Stormwater Park  
VT-Verifying asphalt thickness.



Resilient Stormwater Park  
Contractor loading and hauling off material from job site.





Incident Type Details	2025-04-01	Total
651 - Smoke scare, odor of smoke	1	1
462 - Aircraft standby	8	8
138 - Off-road vehicle or heavy equipment fire	1	1
571 - Cover assignment, standby, moveup	1	1
311 - Medical assist, assist EMS crew	6	6
323 - Motor vehicle/pedestrian accident (MV Ped)	1	1
444 - Power line down	3	3
322 - Motor vehicle accident with injuries	6	6
622 - No incident found on arrival at dispatch address	1	1
132 - Road freight or transport vehicle fire	1	1
900 - Special type of incident, other	1	1
554 - Assist invalid	6	6
550 - Public service assistance, other	1	1
743 - Smoke detector activation, no fire - unintentional	1	1
137 - Camper or recreational vehicle (RV) fire	1	1
321 - EMS call, excluding vehicle accident with injury	1	1
611 - Dispatched & canceled en route	2	2
111 - Building fire	2	2
551 - Assist police or other governmental agency	1	1
500 - Service Call, other	1	1
324 - Motor vehicle accident with no injuries.	1	1
745 - Alarm system activation, no fire - unintentional	1	1
<b>Total</b>	<b>48</b>	<b>48</b>



Alarm Date between 2025-04-01 and 2025-05-01

Personnel Name	Total Time (Minutes)	Total Calls	Details
Cook, Larry	1160	26	26 Rows
Cook, Travis	892	19	19 Rows
Davis, Anthony	309	4	4 Rows
Edminson, Joe	40	1	1 Rows
Edwards, Dillon	115	2	3 Rows
Granberry, Brennon	429	6	6 Rows
Griffiths, Jack	150	4	6 Rows
Harrison, Ben	464	8	8 Rows
Harrison, Shawn	431	10	10 Rows
Johnson, Nathaniel	45	2	3 Rows
Lee, Dillon	403	9	15 Rows
Martin, Ryan	848	21	22 Rows
Medley, Austin	96	3	3 Rows
Messer , Landis	952	16	16 Rows
Myers, Joshua	477	9	9 Rows
Sellers, Zach	821	19	20 Rows
Smith, Sierra	1106	24	24 Rows
Stoker, Keith	491	9	9 Rows
Taylor, Aaron	182	2	2 Rows