



AGENDA

CITY COUNCIL MEETING - REGULAR SESSION

MONDAY, MAY 19, 2025 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

[A.](#) May 5th, 2025 Regular Session

[B.](#) May 16th, 2025 Special 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

VII. OLD BUSINESS

[A.](#) RIF - D0268 (WWTP) Update

B. Community Project Funding Update - Rec Center Update

VIII. NEW BUSINESS

IX. COUNCIL / DEPARTMENT SUPERVISORS / CITY ATTORNEY DISCUSSION

Items not listed on Formal Agenda.

A. Council Updates

B. Department Updates

C. Employee of the Quarter Award

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, MAY 05, 2025 at 9:00 AM
Bonifay City Hall Council Meeting Room – 301 J Harvey Etheridge St.

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 Shelley Carroll
Council Member Rick Crews
Council Member Eddie Dixon

Also present:

Executive Assistant Sierra Smith, HR/Finance Director Tracy Walker, City Attorney Jon Holloway, Lt. Police Officer Chelsey Castro, Director of Public Works Aaron Taylor, Chief Plant Operator Matt Perry

A. Invocation

Council Member Eddie Dixon gave invocation.

B. Pledge of Allegiance

Council Member Eddie Dixon led the Pledge of Allegiance.

II. APPROVE AGENDA

Motion made to approve the agenda by Council Member Crews, Seconded by Council Member Sellers.

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

III. APPROVE MINUTES

A. April 21st, 2025 Regular Session

Motion made to approve the minutes of April 21, 2025 by Council Member Sellers, Seconded by Council Member Crews.

Voting Yea: Mayor Cook, Council Member Sellers, Council Member Carroll, 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 Sellers, Seconded by Council Member Carroll.

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

V. VISITORS – PUBLIC ADDRESSING THE COUNCIL

NON- AGENDA AUDIENCE

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Richard Willsey addressed the condition of the stormwater retention area beside Middlebrooks park again.

VI. PLANNING & ENGINEERING

A. Biweekly Construction Summary Stormwater Park

Executive Assistant Sierra Smith informed the Council Members that the update on the stormwater park was included in their packets.

VII. OLD BUSINESS

A. State Appropriations Discussion

Executive Assistant Smith told the Council Members that Mayor Cook, Chief Whitaker, Chief Cook, and herself had the privilege to go to Tallahassee to meet with our representatives at the Capitol.

They were able to discuss the City of Bonifay's State Appropriations Requests, and feel confident that the representatives support the City of Bonifay.

Council Member Dixon stated that these visits are critical and important to keep the City of Bonifay on their minds.

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

Executive Assistant Smith gave updates on the Police Department and the Fire Department recap for the month of April.

Executive Assistant Smith informed the Council Members that the Fire Department will be holding a Jr. Fire Fighter Day on June 7, 2025.

Mayor Cook welcomed Lt. Chelsey Castro onboard and thanked her for coming to Bonifay.

Executive Assistant Smith told the Council Members that Florida Department of Environmental Protection sent Mayor Cook a letter stating based on the inspection on June 24, 2024, our wastewater treatment plant was in full compliance.

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, Council Member Dixon

Mayor Cook declared the meeting adjourned at 9:10 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.



MINUTES
CITY COUNCIL MEETING - SPECIAL SESSION
FRIDAY, MAY 16, 2025 at 10:00 AM
Bonifay City Hall Council Meeting Room – 301 J Harvey Etheridge St.

I. CALL TO ORDER

Mayor Larry Cook called the meeting to order at 10:00 am.

PRESENT

Mayor Larry Cook
Council Member Shelley Carroll
Council Member Rick Crews
Council Member Eddie Dixon

ABSENT

Council Member James Sellers

Also Present

Director of Finance/HR Tracy Walker, Executive Assistant Sierra Smith, Director of Public Works Aaron Taylor, and Chief Plant Operator Matt Perry

A. Invocation

Council Member Eddie Dixon gave invocation.

B. Pledge of Allegiance

Council Member Eddie Dixon 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 Carroll, Council Member Crews, Council Member Dixon

III. 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.

Richard Wilsey questioned the date of publication for public hearing, and if he needed to send a Public Records Request, by email, for requested information.

IV. PLANNING & ENGINEERING

A. CDBG Public Hearing

Executive Assistant Sierra Smith stated that the first Public Hearing for the CDBG was held about a month ago, and the second one was being held today to hear community input.

Melvin Engineering representative informed the public that the City of Bonifay desires to make improvements with the construction of a commercial building and rehabilitation of connecting sidewalks.

Mayor Cook opened the Public Hearing.

Richard Willsey again questioned when the Public Hearing was published in the newspaper.

Mayor Cook closed the Public Hearing.

B. Resolution 2025-03 CDBG Application

Director of Finance/HR Tracy Walker read the heading to Resolution 2025-03 CDBG Application.

A RESOLUTION OF THE CITY OF BONIFAY, BONIFAY, FLORIDA, APPROVING AN APPLICATION FOR A STATE OF FLORIDA, COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG PROGRAM) FOR CERTAIN IMPROVEMENTS IN THE BUSINESS DISTRICT FOR THE CITY OF BONIFAY, FLORIDA, PROVIDING AN EFFECTIVE DATE

Motion made to approve the adoption of Resolution 2025-03 by Council Member Crews, Seconded by Council Member Carroll.

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

V. OLD BUSINESS

None.

VI. NEW BUSINESS

None.

VII. ADJOURN

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

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

Mayor Cook declared the meeting adjourned at 10:10 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.

ADVERTISEMENT FOR BIDS

**City of Bonifay
Bonifay, Florida
Bonifay RIF: Generator & Mobile Bypass Pump**

General Notice

City of Bonifay (Owner) is requesting Bids for the construction of the following Project:

**Bonifay RIF: Generator & Mobile Bypass Pump
ARDURRA 2025-0375**

Bids for the construction of the Project will be received at the **City of Bonifay Administrative Office** located at **301 J. Harvey Etheridge Street, Bonifay, FL 32425**, until **June 25, 3:00 PM** local time. At that time the Bids received will be publicly opened and read.

The Project includes the following Work:

The City of Bonifay shall make improvements to its potable water and wastewater system that will enhance the overall condition of the facilities, allow for service to remain operational during outages, and ensure a long-term viability of critical operations and infrastructure. This project scope of work includes the purchase of a portable bypass pump and the installation of a 125kw 3-phase backup generator to supply emergency power to potable water well #5

The Project has an expected duration of **365** days.

Obtaining the Bidding Documents

The Issuing Office for the Bidding Documents is:

**Minahil Amir Email: mamir@ardurra.com
ARDURRA Group Inc
301 J Harvey Etheridge St, Bonifay, FL 32425**

Prospective Bidders may obtain or examine the Bidding Documents at the Issuing Office on Monday through Friday between the hours of **8am -5pm** and may obtain electronic copies of the Bidding Documents from the Issuing Office as described below. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including addenda, if any, obtained from sources other than the Issuing Office. Electronic Bidding Documents may be obtained from the issuing office via emailed request sent to **Minahil Amir, Email: mamir@ardurra.com**. Upon written receipt of request, electronic documents sent via email or electronic file transfer will be sent within 36 hours.

Pre-bid Conference

A pre-bid conference for the Project will be held on **June 5, 2025, at 1:30** at **Bonifay City Hall 301 J Harvey Etheridge St, Bonifay, FL 32425**. Attendance at the pre-bid conference is encouraged but not required.

Instructions to Bidders.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

This Advertisement is issued by:

Owner: **City Of Bonifay**

By: **Sierra Smith**

Title: **Grants Coordinator**

Date: **May 21, 2025**