

City of Chipley
Budget Workshop
Minutes
September 17, 2024 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Ms. Cheryl McCall, Council Member

Mr. Kevin Russell, Mayor Pro-Tem

Absent:

Mrs. Linda Cain, Council Member

Others Present Were:

Mrs. Patrice Tanner, City Administrator
Mr. Guy Lane, Asst. City Admin./Public Works Director
Mr. Hunter Aycock, Fire Chief
Mr. Ambers Carter, Assistant Public Works Director

Ms. Sherry Snell, City Clerk
Mr. Michael Richter, Police Chief
Mr. Brock Tate, Recreation Director

The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotapes. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject matter addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Administrator and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.

A. CALL TO ORDER

The meeting was called to order by Mayor Andrews at 5:03 p.m.

B. PRAYER AND PLEDGE

Prayer was given by Mr. Leonard Blount and Mayor Andrews led the pledge to the American Flag.

C. AGENDA ITEMS

1. Fiscal Year 2024-2025 Proposed Budget – General Fund Discussion.

Mrs. Tanner explained the General Fund total revenues is \$12,444,044 which includes general fund revenues in the amount of \$2,724,252; Ad Valorem Taxes in the amount of \$1,297,884; Interfund Transfers in the amount of \$15,250; Capital Projects in the amount of \$7,734,597; and Community Redevelopment Agency (CRA) in the amount of \$672,061. The total General Fund revenue including CRA is \$4,313,646. The total projects and transfers and reserves is \$8,130,398 for a total of \$12,444,044. Discussion ensued.

Mrs. Tanner explained the Executive Department total is \$39,875. Discussion ensued.

Mrs. Tanner explained the Administration Department total is \$2,198,808 which includes annual salary increases from 0-4% based on the employee performance evaluation and repair & maintenance; Discussion ensued.

Mrs. Tanner explained the Police Department Fund total is \$1,516,589. It includes annual salary increases from 0-4% based on the employee performance evaluation; professional services

including Smart Cop annual maintenance - \$2,750, annual copier lease - \$1,800 (48 month lease); annual archive social for archiving social media - \$1,103; and Watchguard annual software licensing fee - \$2,500; five (5) Flock camera systems with the annual cost of \$2,500 per camera - \$12,500; confiscated funds – amended into the budget throughout the year; equipment – BVP grant matching funds for three (3) vests @ \$500 each for a total of \$1,500; four (4) laptops @ \$2,859.99 for a total of \$11,439.96; one (1) desktop computer - \$3,116.64; three (3) patrol car radar units @ \$2,590.25 per unit for a total of \$7,770.75; police car patrol vehicle for replacement loan payment no. 4 of 5 in the amount of \$10,877 and new patrol car payment loan no. 1 of 7 in the amount of \$13,600; one (1) new patrol vehicle OFR new position payment no. 1 of 5 in the amount of \$11,000; bond payment no. 24 of 40 in the amount of \$16,000 for the Police & Fire building. Discussion ensued.

Mrs. Tanner explained the Fire Department Fund total is \$780,892, It includes annual salary increases from 0-4% based on the employee performance evaluation; brush I skid unit in the amount of \$18,295; truck payment no. 6 of 7 in the amount of \$7,254; bond payment no. 24 of 40 in the amount of \$16,000 and bond payment no. 2 of 20 in the amount of \$16,950 for the Police & Fire building and a new truck. Discussion ensued.

Mrs. Tanner explained the Street Department Fund total is \$7,616,784 which includes annual salary increases from 0-4% based on the employee performance evaluation; contract maintenance for the mowing contracts for the cemetery and grounds in the amount of \$100,540; truck & equipment payments including one (1) backhoe loan payment no. 3 of 7 in the amount of \$17,139 and one (1) asphalt hotbox loan payment no. 3 of 5 in the amount of \$12,831. Discussion ensued.

Mrs. Tanner explained the Recreation Department Fund total is \$284,326 which includes annual salary increases from 0-4% based on the employee performance evaluation; repair & maintenance including three (3) loads of white sand for playgrounds at \$998.00 per load - \$2,994.00; equipment – one (1) weed trimmer in the amount of \$399; truck payment no. 3 of 5 in the amount of \$6,977. Discussion ensued.

Mrs. Tanner explained the Amtrak/Farmers Market Department total is \$6,770. Discussion ensued.

The total budget is in the amount of \$18,967,980.

Mrs. Tanner stated Mr. Lane is training Mr. Carter in his duties. Mr. Russell stated he would like to list everything they have accomplished this year in December to let the public know. Mrs. Tanner stated we had a quarterly newsletter in the past. We will come up with something.

D. ADJOURN

The meeting was adjourned by Mayor Andrews at 6:13 p.m.

City of Chipley

Attest:

Tracy L. Andrews, Mayor

Sherry Snell,
City Clerk