



**City of Chipley  
Special Council Meeting**

April 30, 2026 at 5:00 PM

City Hall - 1442 Jackson Avenue, Chipley, FL 32428

**AGENDA**

---

**A. CALL TO ORDER**

**B. PRAYER AND PLEDGE**

**C. APPROVAL OF AGENDA**

**D. AGENDA ITEMS**

**1. Florida Commerce CDBG Second Public Hearing**

**2. Resolution No. 26-34 – CDBG-NR – Orange Street and 6th Avenue**

**3. Reapproval of Resolution No. 26-32 – State of Florida Department of Transportation Surplus Property – State Road 77 and Highway 90**

**E. ADJOURN**

**F. ZOOM**

**1. ZOOM Information**

Any subject on the agenda, regardless of how stated, may be acted upon by the Council. The Council reserves the right to add other items to the agenda. Anyone desiring a verbatim transcript of the meeting must make personal arrangements as the City takes only summary minutes. Persons with disabilities needing special accommodations to participate in this proceeding should contact City Hall at (850) 638-6350, at least 48 prior to the proceedings.

# CITY OF CHIPLEY

## STAFF REPORT

**SUBJECT:** Florida Commerce CDBG Second Public Hearing

**MEETING DATE**  
Thursday, April 30, 2026

**PREPARED BY**  
Patrice Tanner, City Administrator

**SUMMARY**  
This public hearing is to obtain citizen comment concerning the city's economic and community development needs for an application to the Florida Department of Commerce for a FFY 2025-2026 Small Cities Community Development Block Grant (CDBG).

**RECOMMENDATION**  
Public Hearing - Discussion.

**ATTACHMENTS**

1. CDBG Second Public Hearing Notice

City of Chipley, Florida

The City of Chipley plans to apply to the Florida Commerce (Commerce) for a FFY 2025 Small Cities Community Development Block Grant (CDBG) of \$1,784,192.02 in the Neighborhood Revitalization category. The activities, dollar amounts and estimated percentage benefit to low- and moderate-income persons are as follows:

<u>Activity Name</u>	<u>CDBG Funding</u>	<u>LMI Benefit</u>
Administration	\$74,814.79	NA
Engineering	\$169,081.43	NA
Flood and Drainage	\$598,518.32	40%
Street Improvements – Repaving	\$897,777.48	60%

The city will construct drainage and roadway improvements on Orange Street and S. 6<sup>th</sup> Avenue from Orange Street to Peach Street. Improvements will be provided for at least 24 low- and moderate-income households.

The City of Chipley does not expect that anyone will be displaced as a result of CDBG-funded activities. If any persons are displaced as a result of the planned activities, the City of Chipley will assist them as described in the City’s anti-displacement and relocation policy, which is available for review at City Hall.

A public hearing to provide citizens an opportunity to comment on the application will be held at City Hall, 1442 Jackson Avenue, on April 30, 2026, at 5:00 p.m. A draft copy of the application will also be available for review during normal business hours in the Administration Office at City Hall by noon on April 22, 2026. Persons wanting to submit written comments on the application should send them to Patrice Tanner, City Administrator, by e-mail at [ptanner@cityofchipley.com](mailto:ptanner@cityofchipley.com) or by mail to Post Office Box 1007, Chipley, Florida 32428 no later than April 24, 2026.

A copy of the final application will be available for review in the Administration Office at City Hall no later than April 26, 2026. The application will be submitted to Florida Commerce on or before May 5, 2026. To obtain additional information concerning the application and the public hearing, contact Sherry Snell, City Clerk, at (850) 638-6350, or email at [ssnell@cityofchipley.com](mailto:ssnell@cityofchipley.com).

The public hearing is being conducted in a handicapped accessible location. Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in the hearing is asked to advise the City at least five days before the hearing by contacting City Hall at (850) 638-6350. If you are hearing or speech impaired, please contact the city using the Florida Relay Service, 1(800) 955-8771 (TDD) or 1(800) 955-8770 (Voice).

Any non-English speaking person wishing to attend the public hearing should contact Patrice Tanner at (850) 638-6350 at least five days prior to the hearing and an interpreter will be provided.

# CITY OF CHIPLEY

## STAFF REPORT

**SUBJECT:** Resolution No. 26-34 – CDBG-NR – Orange Street and 6<sup>th</sup> Avenue

**MEETING DATE**  
Thursday, April 30, 2026

**PREPARED BY**  
Patrice Tanner, City Administrator

**SUMMARY**  
This resolution will approve the submittal of an application to the Florida Department of Commerce for a FFY 2025 Small Cities Community Development Block Grant (CDBG) in the amount of \$2,153,878.32.

**RECOMMENDATION**  
City staff recommend approval of Resolution No. 26-34 – CDBG-NR – Orange Street and 6<sup>th</sup> Avenue.

**ATTACHMENTS**

1. Resolution No. 26-34

**RESOLUTION NO. 26-34**

**A RESOLUTION BY THE CITY OF CHIPLEY CITY COUNCIL, FLORIDA, APPROVING AN APPLICATION FOR A STATE OF FLORIDA, COMMUNITY DEVELOPMENT BLOCK PROGRAM NEIGHBORHOOD REVITALIZATION (CDBG-NR PROGRAM) FOR CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS FOR THE CITY OF CHIPLEY PROVIDING AN EFFECTIVE DATE**

**WHEREAS**, The State of Florida has established the Community Development Block Grant Program, and it has been determined the City of Chipley is eligible to make application for certain funds under this program; and

**WHEREAS**, the City of Chipley is eligible to apply to the Florida Department of Commerce for a Small Cities Community Development Block Grant (CDBG) under the FFY 2025 program year; and

**WHEREAS**, the City Council of the City of Chipley recognizes the need for infrastructure improvements within the community, including drainage and street improvements on Orange Street and milling and resurfacing on 6th Avenue; and

**WHEREAS**, the estimated total project cost is **\$2,153,878.32**, which the City intends to fund through a CDBG grant application; and

**WHEREAS**, it is in the public interest for the city to pursue said grant funding to improve public infrastructure and enhance the quality of life for its residents;

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

**SECTION 1.** The City Council hereby authorizes the submission of an application to the Florida Department of Commerce for Community Development Block Grant funding under the FFY 2025 program year in an amount not to exceed **\$2,153,878.32** for drainage and street improvements on Orange Street and milling and resurfacing on 6th Avenue.

**SECTION 2.** The City Council hereby designates and authorizes the Mayor or the City Administrator to execute any and all documents, forms, and certifications required for the preparation, submission, and administration of the grant application and any resulting grant agreement.

**NOW, THEREFORE**, be it resolved by the City of Chipley City Council, Florida, that submission of the CDBG-NR application for certain improvements and associated signature authority is hereby approved.

**PASSED AND ADOPTED THIS 30TH DAY OF APRIL, 2026.**

CITY OF CHIPLEY

ATTEST:

\_\_\_\_\_  
Tracy L. Andrews, Mayor

\_\_\_\_\_  
Sherry Snell,  
City Clerk

DRAFT

# CITY OF CHIPLEY

## STAFF REPORT

**SUBJECT:** Reapproval of Resolution No. 26-32 – State of Florida Department of Transportation Surplus Property – State Road 77 and Highway 90

### MEETING DATE

Thursday, April 30, 2026

### PREPARED BY

Patrice Tanner, City Administrator

### SUMMARY

This will reapprove the resolution to reflect updated wording.

The Mayor is hereby authorized to execute any and all documents in connection with the conveyance of said Surplus Property ~~including the execution of a special warranty deed from the City to the County.~~

### RECOMMENDATION

City Staff recommend reapproval of Resolution No. 26-32.

### ATTACHMENTS

1. Resolution No 26-32

**RESOLUTION NO. 26-32**

**A RESOLUTION OF THE CITY OF CHIPLEY, FLORIDA, DECLARING THE ACCEPTANCE OF CERTAIN PROPERTY FROM THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION TO THE CITY OF CHIPLEY, FLORIDA.**

**WHEREAS**, the State of Florida Department of Transportation has legal title to the property located at SR 77 and Hwy 90, Chipley, Florida, and being more particularly described as:

That portion of Lots 226 and 227, per Map of Chipley by L.W. Mordt, as recorded in Plat Book 1, Page 13 of the Public Records of Washington County, Florida and being in the South 1/2 of the Northeast 1/4 of Section 4, Township 4 North, Range 13 West, Washington County, Florida described as follows: Commence at the southwest corner of said Lot 226; thence North 05°31'13" West 140.00 feet along the west line of said Lot 226, as shown on Florida Department of Transportation (F.D.O.T.) Right of Way Map F.P. No. 4508021 (said map being on file at F.D.O.T. District 3 Office, Chipley, Florida) to the north line of that certain property as described in Official Records Book 1216, Page 794 of the Public Records of Washington County, Florida; thence North 84°40'42" East 55.00 feet along said north property line; thence continue North 84°40'42" East 25.00 feet to POINT OF BEGINNING; thence continue North 84°40'42" East 20.00 feet to the east line of Lot 227; thence South 05°31'13" East 119.00 feet along said east lot line; thence departing said east lot line, run South 84°40'42" West 56.06 feet; thence North 42°23'05" West 25.06 feet; thence North 84°40'42" East 51.09 feet; thence North 05°31'13" West 99.00 feet to POINT OF BEGINNING;

Containing 3,252 square feet, more or less.

Referred to as "Property" herein; and

**WHEREAS**, the City of Chipley desires to use the property as a landscaped green space to become a beautiful entryway to our downtown area, to include some type of signage.

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

1. The Mayor is hereby authorized to execute any and all documents in connection with the conveyance of said property.

**PASSED AND ADOPTED** by the City Council of the City of Chipley, Florida on this 30<sup>th</sup> day of April, 2026.

ATTEST:

\_\_\_\_\_  
Sherry Snell, City Clerk

\_\_\_\_\_  
Tracy L. Andrews, Mayor

DRAFT

You are invited to a Zoom webinar.

When: **April 30, 2026 at 5:00 PM** Central Time (US and Canada)

Topic: **Special Council Meeting**

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/87369954700>

Phone one-tap:

+13092053325,,87369954700# US

+13126266799,,87369954700# US (Chicago)

Join via audio:

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

Webinar ID: 873 6995 4700