



**City of Chipley
City Council Meeting**

April 09, 2024 at 5:00 PM

City Hall - 1442 Jackson Avenue, Chipley, FL 32428

AGENDA

A. CALL TO ORDER

B. PRAYER AND PLEDGE

C. SWEARING IN

1. W. Brett Butler

D. APPOINTMENT OF COUNCIL LIASONS

- [1.](#) Council Liaisons

E. APPROVAL OF AGENDA

F. CITIZENS REQUEST

The City of Chipley welcomes you to this meeting. This is time set aside for the Citizens of Chipley to address the City Council. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/or about city personnel. If you would like to address the City Council please raise your hand to speak, state your name and address for the record and limit your comments to no more than three (3) minutes per Florida Statute 286.0114. To ask a question via phone; dial *9 and wait to be recognized/unmuted. If you are attending via webinar, there will be an onscreen option to ask a question during the public comment portion of the meeting. Your participation is welcomed and appreciated.

G. PRESENTATIONS

1. Service Recognition - Malcolm Nelson

H. APPROVAL OF MINUTES

- [1.](#) Regular Council Meeting - March 12, 2024

I. DEPARTMENT REPORTS

- [1.](#) City Attorney Report
- [2.](#) CRA Report
- [3.](#) Fire Department Report

- [4.](#) Code Enforcement Report
- [5.](#) Planning & Zoning Report
- [6.](#) Police Department Report
- [7.](#) Public Works Department Report
- [8.](#) Recreation Department Report
- [9.](#) Water Utilities Department Report
10. City Administrator Report

J. CONSENT AGENDA

K. AGENDA ITEMS

- [1.](#) **Resolution No. 24-20** - Excessive Use of Force Policy
- [2.](#) **Resolution No. 24-21** – Florida Department of Commerce Agreement Amendment One
- [3.](#) **Resolution No. 24-22** – FDEP State Revolving Fund Loan Program – Drinking Water Facilities Plan
- [4.](#) **Special Event Application** – Watermelon Festival Parade
- [5.](#) **Verizon Contract** – GPS Systems
- [6.](#) **Public Education** – Lead and Copper
- [7.](#) **Speeding on City Streets** - Discussion
- [8.](#) **US DOT Reconnecting Communities and Neighborhoods (RCN) Grant Application Results** – Metric Consulting
- [9.](#) **Ordinance No. 983 (First Reading)** – Amendment to the Future Land Use Map

L. OTHER BUSINESS

M. ADJOURN

N. 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

1442 Jackson Avenue
P.O. Box 1007
Chipley, Florida 32428
(850) 638-6350 Fax: (850) 638-6318



Section D, Item1.

COUNCIL LIAISONS 2023-2024

| | |
|--|----------------------|
| <u>Administration</u> | <u>Tracy Andrews</u> |
| <u>External Affairs</u> | <u>Tracy Andrews</u> |
| <u>Tourist Development Council (TDC)</u> | <u>Tracy Andrews</u> |
| | |
| <u>Historic Merchants of Chipley</u> | <u>Cheryl McCall</u> |
| <u>Planning & Zoning</u> | <u>Cheryl McCall</u> |
| <u>Water Utilities</u> | <u>Cheryl McCall</u> |
| | |
| <u>Fire</u> | <u>Linda Cain</u> |
| <u>Code Enforcement</u> | <u>Linda Cain</u> |
| | |
| <u>Industrial Park</u> | <u>Brett Butler</u> |
| <u>Police</u> | <u>Brett Butler</u> |
| | |
| <u>CRA</u> | <u>Kevin Russell</u> |
| <u>Public Works/Cemetery</u> | <u>Kevin Russell</u> |
| <u>Recreation</u> | <u>Kevin Russell</u> |

City of Chipley
Council Meeting
Minutes
March 12, 2024 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
 Mrs. Linda Cain, Council Member
 Mrs. Michelle Jordan, City Attorney

Mr. Kevin Russell, Mayor Pro-Tem
 Ms. Cheryl McCall, Council Member

Others Present Were:

Mrs. Patrice Tanner, City Administrator
 Mr. Michael Richter, Police Lieutenant
 Mr. Guy Lane, Public Works Director
 Mrs. Tamara Donjuan, Planning/Code Enf. Officer
 Mr. Michael Maxwell, CRA Executive Director

Ms. Sherry Snell, City Clerk
 Mr. Jimmy Cook, Water Utilities Director
 Mr. Hunter Aycock, Fire 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 5:00 p.m.

B. PRAYER AND PLEDGE

Prayer was given by Council Member Russell and Mayor Andrews led the pledge to the American Flag.

C. APPROVAL OF AGENDA

Mayor Andrews added item # 13 Agreement – Fisher Arnold and # 14 Ward 4 Position - Discussion.

A motion was made by Council Member Russell and seconded by Council Member McCall to approve the agenda with the additions. The motion passed unanimously.

D. CITIZENS REQUEST

The City of Chipley welcomes you to this meeting. This is time set aside for the Citizens of Chipley to address the City Council. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/or about city personnel. If you would like to address the City Council please raise your hand to speak, state your name and address for the record and limit your comments to no more than three (3) minutes per Florida Statute 286.0114. To ask a question via phone; dial *9 and wait to be recognized/unmuted. If you are attending via webinar, there will be an onscreen option to ask a question during the public comment portion of the meeting. Your participation is welcomed and appreciated.

There were no comments.

E. APPROVAL OF MINUTES

1. Regular Council Workshop – February 8, 2024
2. Regular Council Meeting – February 13, 2024

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the minutes as presented. The motion passed unanimously.

F. DEPARTMENT REPORTS

Fire Department – Hunter Aycock. Chief Aycock explained they were a little slow with calls but have been busy with day to day activities. He stated they completed the hydrant testing. The new truck still needed lettering and striping and they will go down on the 28th for the final inspection. He added hopefully we will have it here mid-April and will try to do a push in ceremony the end of April but the date is not set yet. Mayor Andrews asked about photo ops with City of Bonifay for equipment donated to them. Mr. Aycock stated he hasn't worked on it yet. Ms. McCall asked about painting the fire hydrants. Mr. Aycock stated Mrs. Tanner was going to talk to CRA about painting them since the ones that need painting are located in that district. Mrs. Tanner stated they are looking at approximately \$2,500 for the painting. Mr. Aycock stated most departments paint their own, but the quote he received was roughly \$30-\$35 for each hydrant and there are approximately 75 hydrants in that district. Discussion ensued.

Community Redevelopment Agency (CRA) – Michael Maxwell. Mr. Maxwell explained the CRA meeting was relatively light and didn't have a lot of grant requests, but we did accept the resignation of Reverend Malcolm Nelson. He added that he wanted to thank Reverend Nelson for his many years of service and stated that he will be missed. We have a nominee in place for that position. Mayor Andrews asked how many years he had. Mr. Maxwell stated he thought it was 12 years. Mrs. Cain stated she hates to see him leave. Mr. Russell asked about the loan concept and how to deal with loan payments and people not making payments. Mr. Maxwell stated he's working with Mrs. Tanner and starting in April they will send courtesy notices to people with loans to help keep them informed of where they are with their loans. This will be handled by Crystal Abel. Discussion ensued.

City Attorney – Michelle Jordan. Attorney Jordan stated there were no updates. No further discussion.

Code Enforcement – Tamara Donjuan. Mrs. Donjuan explained it was a little slow. She stated Guy has Amnesty scheduled for next month. She added that next month we have a couple of cases scheduled for special magistrate and we received a surplus for a property. Ms. McCall asked on page 2 of the report that Church Avenue didn't have an address. Mrs. Donjuan said it was a vacant lot. Mrs. Cain asked if it had an address. Ms. McCall asked where it was it. Mrs. Donjuan stated down by the old barber on the left. Ms. McCall asked if it was on the North side covered with kudzu. Mrs. Donjuan stated yes. Mr. Russell asked about the 1278 Holley Avenue property. Mrs. Donjuan stated it is still in litigation. Attorney Jordan stated they are still searching for the heirs of that estate. Mr. Russell asked how long that takes. Attorney Jordan stated they have to exhaust all options and if no heirs are identified then we do publication and notice of action for foreclosure. Mayor Andrews stated she noticed people are leaving trash cans out and not pulling them back in. She asked if we are doing a bill insert or anything. Mrs. Donjuan stated we can put something on FB again and go out and put stickers on the cans again. Ms. McCall asked about the housing project by the cemetery because there is a bicycle and a grill that has been left out for a month as you go into the cemetery. Mrs. Donjuan stated that is a code issue that she would look at. Ms. McCall added that also last year it took 9 months for them to get the ground stumps done and it's been over a month and she doesn't want it to linger again that long. Discussion ensued.

Planning & Zoning – Tamara Donjuan. Mrs. Donjuan explained it has been a little more active but

slower than it has been. We do have a couple of cases on the agenda for approval. No further discussion.

Police Department – Michael Richter. Lieutenant Richter explained it was a pretty typical month with 55 criminal cases. He stated the numbers for traffic warnings are skewed due to one of the officers having issues with his MCT which caused it to not calculate like it should. We had 18 traffic crashes. He stated we did get news today from CLS that the project for the cameras in the Entertainment District will actually start working tomorrow. No further discussion.

Public Works – Guy Lane. Mr. Lane stated everything is going good. Ms. McCall stated the work they did on the fountain at the cemetery was gorgeous. Mr. Lane stated the grass has started growing so we will be jumping for a little while. Ms. McCall asked about a Bradford pear tree at the chamber that's split in half and needs looking at. Mr. Lane stated he would look into it. Discussion ensued.

Recreation – Brock Tate. Mr. Tate explained they have been really busy. We finished basketball season and started softball. We picked teams and started practice, but they still need one more coach. He added there will be a travel ball tournament this weekend. Mr. Russell asked about the port-o potties located at the park. Mr. Tate stated the bathrooms will be open tomorrow. Mrs. Tanner stated they are only there due to work being done at the park and the bathrooms will be open tomorrow. Mayor Andrews asked when was Opening Day. Mr. Tate stated April 6th at 8:30 a.m. Mrs. Cain asked about any hopes for the coach that is still needed. Mr. Russell asked if anyone on the Rec Board has volunteered. Mr. Tate stated he will reach out to them. Ms. McCall asked about the new system. Mr. Tate stated he loves the new Team Pass platform. Mayor Andrews asked about any vacant positions on the Rec Board and asked for a list of the current members. Mrs. Tanner stated we will send an email with the members and added that we have also just listed all P&Z, Rec Board, and CRA members on the website. Discussion ensued.

Water Utilities – Jimmy Cook. Mr. Cook explained they have been pretty busy doing a lot of maintenance. He added the rain in February caused a few issues. Ms. McCall stated the grounds look good. No further discussion.

Finance – Patrice Tanner. Mrs. Tanner explained we have started working on the kiosks that is a process because we have to make sure that our software is going to be compatible. We are working through that and by next month I hope to have the information to the Council; The Performance Management software is actually in place, it's just not usable yet. It's going to take 4-6 weeks to get all of the employee information uploaded and the actual evaluation questions completely identified. It will give the department heads the ability to go into the performance management system, discuss goals with their employees, discuss things they would like to see them accomplish as well as documenting notes throughout the year. I look forward to it being a great system for the city. A good month would probably be June to do all evaluations for this fiscal year. If Council wants to do it at a different time next year we can. Mr. Russell stated he thinks June is a good time right before we start looking at the budget; The GPS systems, we have gathered all the information, we have gotten prices from a few different vendors. We should be able to use the Sourcewell contract or another cooperative purchasing contract to move forward however we have one more department to get the vehicles from and once we have that we can move forward and find out what our cost is going to be. Just an example of one vendor is between \$16.50-18.00 per vehicle for that GPS system to run monthly. You don't pay any upfront costs in some cases, some vendors charge their cost up front. Some vendors require if you take the vehicle out of service for you to remove the equipment and send it back, others do not. We should have a contract for Council to approve by April; As you can see we have a new system here in the Council chambers that includes live streaming to FB. We ended up not being able to do portrait tv's in the corners due to the HDMI cords and how they had to be connected to the system. We were able to do the tv in the front center that we didn't think we could due to the size. These show the packet and the one in the lobby shows what is livestreaming to FB with the corner that shows the packet. Mayor Andrews asked the audience if it was readable. The audience stated it was too small. Mrs. Tanner stated we can enlarge

screens but if it's enlarged it won't show the entire document on the screen. We will work with our guy on increasing the size of each document. Discussion ensued.

Administration – Patrice Tanner. Mrs. Tanner explained the following project updates: Chipley Downtown Redevelopment Plan – This is the Community Planning Technical Assistance Grant. We were not able to get an extension on this grant. They made it very clear that they would not allow it, we would either have to give up the grant or get it done. At the end of a grant period, they do normally allow 60 days to close out a grant so they did say they will allow us to finish the project by July 31st and then get all the documentation in to them by August 31st. We received two RFQ's and the selection committee did rank them. Fisher Arnold is the one we are recommending for award based on the selection committee results. I was able to negotiate their contract to help speed up the project a little bit and it was added to the agenda for tonight. Mr. Russell asked if they were the first group to say they could do the job before we realized we were going to be on a strict timeline. Mrs. Tanner stated no, we had one company that said they could not submit and the other two companies did submit. When they found out there were things they could do to alleviate time and that the state is willing to work on deliverable due dates and things of that nature, they were willing to move forward. Heather spoke with them and they said they would do whatever it takes to make sure the job is complete utilizing whatever resources they have on their staff; Historical Society Museum – We have received a draft report that was reviewed and there were a couple of things that were requested to be changed in it. Now Baker Design is making the amendments and will resubmit it. Then we should be able to move forward with a final document and approval of it. This is also a June 30th deadline; First Responder Emergency Equipment – There was an extension approved in the legislature but not put in writing yet, that our lobbyist worked on. They were successful in getting it approved to extend out another year because we are not expecting our tanker truck until sometime in 2025. However what the state is going to do is since we have a PO package for the truck and a signed proposal from the company that we are purchasing from, they are going to see about going ahead with doing an amendment and getting the funds disbursed prior to the deadline. Since we have the funds, we will place in deferred revenue until the truck is received. They said they thought this would be the smoothest way to handle it; Chipley Lead Service Line Replacement – We are currently working on agreement documents. That's still an ongoing process going thru all different types of documents that they have to have in place prior to getting an agreement in hand. Hopefully the next month or so we should have that. I also found out today there is funding possible available thru FL Rural Water Association. They were given some money to be used toward lead service line replacement and it will be for entities with a population of 10,000 or less. It was originally 2,500-3,000 population but it has been increased to 10,000 so we fall into that category. It will be \$75,000 that we should be able to be utilize toward our project with FDEP, per our engineers, which is a loan and grant project; City Hall Generator – We are continuing to work with the state on RFI's. We ended up having to have a vendor come out even though it hasn't been bid or approved by FDEM yet. They wanted to see specs specifically from a vendor that sells generators. They wanted to see all the documentation to make sure the size generator that we are requesting will be the size that we need for City Hall. Hopefully the process will start moving faster in the next 30 days; Chipley Mongoven Building – John Udochi, DHM, is here if you have any questions. We are looking at possibly the 3rd week in March as the start date. Mr. Udochi stated he just received an email stating work would start on March 27th. Mrs. Tanner stated that we met with DHM, the contractor and the business owners next to the Mongoven building to discuss any concerns that they had and feels that they are all confident in what was discussed. The CEI inspector from DHM will keep in touch with the business owners regularly to address any concerns. Mayor Andrews asked if there will be any detour coming off SR 90 to 5th Street. Mr. Udochi stated not yet, but it depends on how they plan to access in and out. Mr. Russell asked if we could do it for safety. Mayor Andrews asked if Mr. Lane could handle that; Public Works Building Solar Panel Project – Alternative Energy Systems contract is on the agenda for approval this month. They have already done a site visit and if approved plan to start March 25th and it will be a pretty quick process; Communications Tower – This got set back about a month for construction due to EPA environmental issues and instead of March 15th it moved to April 12th and hopefully it won't extend far beyond that to start construction; Voluntary Annexation Project –

This will be completed tonight if the two ordinances are passed. Emerald Coast will complete the necessary paperwork to get the annexations approved by the State; Website Redesign – I gave the Council the timeline last month and we are still on the same one. We have a deliverable due this week that we will meet with no problem. We will continue working on that.

Mrs. Tanner stated back in January I had asked Council about the possibility of doing a RFQ and hiring a contract planner. I wanted to get the ok for that if you want to move forward with doing that so that we have someone that can help work with the city thru the Live Local Act as well as possibly putting procedures in place. I will come up with a scope of work and we will advertise. Mr. Russell stated he thought that was necessary and the Council agreed.

G. CONSENT AGENDA

1. CDBG-MIT #MT148 Grant Administration Services Agreement – David H. Melvin, Inc.
2. CDBG-MIT #MT148 Professional Services Agreement – David H. Melvin, Inc.
3. Peach Street Lift Station Professional Engineering Services Agreement - Mott MacDonald
4. Special Event Application – Law Enforcement Torch Run for Special Olympics Florida – Northwest Florida Reception Center
5. Special Event Application – Community Outreach - Washington County Sheriff's Office
6. Reappointment of Planning & Zoning Commission Member – Holland Kent
7. Resignation of CRA Board Member – Reverend Malcolm Nelson
8. Appointment of CRA Board Member – Summer Thomas
9. Reappointment of CRA Board Member – Angela Grantham

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the consent agenda items. The motion passed unanimously.

H. AGENDA ITEMS

1. **Ordinance No. 981 (Final Reading)** – Amendment to the Future Land Use Map – Annexation. Mayor Andrews closed the regular meeting and opened the public hearing at 5:45 p.m. Mrs. Tanner read Ordinance No. 981 by title:

AN ORDINANCE OF THE CITY OF CHIPLEY, FLORIDA, PROVIDING FOR ANNEXATION OF CONTIGUOUS LANDS AS DESCRIBED HEREIN TO THE CITY; PROVIDING FOR AUTHORITY; PROVIDING FOR BOUNDARY; PROVIDING FOR LAND USE DESIGNATION OF AFFECTED LANDS AS MEDIUM DENSITY RESIDENTIAL; PROVIDING FOR AMENDMENT TO THE FUTURE LAND USE MAP; PROVIDING FOR A SMALL SCALE AMENDMENT TO THE ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR FILING WITH THE CLERK OF CIRCUIT COURT AND THE FLORIDA DEPARTMENT OF STATE; AND DECLARING AN EFFECTIVE DATE.

Mrs. Tanner stated official notice to advise the public that the proposed adoption of Ordinance No. 981 was published in the Washington County News on February 28, 2024 and the ad complied with the legal requirements of the city code and the Florida Statutes.

There were no comments.

Mayor Andrews closed the public hearing and opened the regular meeting at 5:46 p.m. No further discussion.

A motion was made by Council Member McCall and seconded by Council Member Russell to approve the final reading of Ordinance No. 981. The motion passed unanimously.

2. **Ordinance No. 982 (Final Reading)** – Amendment to Chapter 2 – Administration. Mayor Andrews closed the regular meeting and opened the public hearing at 5:46 p.m. Mrs. Tanner read Ordinance No. 982 by title:

AN ORDINANCE OF THE CITY OF CHIPLEY, FLORIDA, PROVIDING FOR ANNEXATION OF CONTIGUOUS LANDS AS DESCRIBED HEREIN TO THE CITY; PROVIDING FOR AUTHORITY; PROVIDING FOR BOUNDARY; PROVIDING FOR LAND USE DESIGNATION OF AFFECTED LANDS AS COMMERCIAL; PROVIDING FOR AMENDMENT TO THE FUTURE LAND USE MAP; PROVIDING FOR A SMALL SCALE AMENDMENT TO THE ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR FILING WITH THE CLERK OF CIRCUIT COURT AND THE FLORIDA DEPARTMENT OF STATE; AND DECLARING AN EFFECTIVE DATE.

Mrs. Tanner stated official notice to advise the public that the proposed adoption of Ordinance No. 982 was published in the Washington County News on February 28, 2024 and the ad complied with the legal requirements of the city code and the Florida Statutes.

There were no comments.

Mayor Andrews closed the public hearing and opened the regular meeting at 5:48 p.m. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member McCall to approve the final reading of Ordinance No. 982. The motion passed unanimously.

3. **Resolution No. 24-18** - FY23-24 State Assistance for Fentanyl Eradication (S.A.F.E.) - Chipley Police Department. Mrs. Tanner explained this will approve an agreement identified as the State Assistance for Fentanyl Eradication (S.A.F.E.) in Florida program CSFA 71.122 between the Florida Department of Law Enforcement, Department, and the City of Chipley, Recipient in the amount of \$56,600.00. No further discussion.

A motion was made by Council Member Russell and seconded by Council Member McCall to approve Resolution No. 24-18. The motion passed unanimously.

4. **Resolution No. 24-19** - FDOT Municipal Small County Outreach Program (M-SCOP) Grant Submission. Mrs. Tanner explained this resolution will authorize the submission of an application for the Municipal Small County Outreach Program (MSCOP) to the Florida Department of Transportation and this includes both projects: Martin Luther King Drive that we have put in for in the past which did not get approved as well as Pecan Street. Ms. McCall asked who made the recommendations. Mrs. Tanner stated we utilized projects that we have already applied for that were necessary projects. Mrs. Cain asked if Guy made a list of projects. Mrs. Tanner stated yes they are on the list but we have applied for these a couple of times and

we are trying to get them approved. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member Russell to approve Resolution No. 24-19. The motion passed unanimously.

5. **Planning & Zoning Recommendation** - Small-Scale Amendment – 1218 Campbellton Avenue – Debra McGhee-Davis. Mrs. Donjuan explained this is for a Small-Scale Amendment at 1218 Campbellton Avenue for Mrs. Debra McGhee-Davis. This is switching from low density to high density so they can do more houses. Mrs. Cain asked how many houses. Mrs. Donjuan stated they will either do 1 duplex or 1 quadplex depending on funding. It was approved through Planning & Zoning five to zero. No further discussion.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the Small-Scale Amendment for Debra McGhee-Davis located at 1218 Campbellton Avenue. The motion passed unanimously.

6. **Planning & Zoning Recommendation** - Request for Development Order - 1680 Main Street - Waffle House, Inc. Mrs. Donjuan explained Waffle House is requesting a development order for vehicle charging stations. Mrs. Cain asked how many stations will they put there. Ms. McCall stated they show four stalls with two charging spaces and one is ADA and there are two per space. Discussion ensued.

A motion was made by Council Member Cain and seconded by Council Member McCall to approve the Development Order for Waffle House located at 1680 Main Street. The motion passed unanimously.

7. **Code Enforcement Fine Forgiveness** – Case No. 65 – 589 Main Street. Mrs. Tanner explained that Mr. & Mrs. Suggs are asking for fine forgiveness on 589 Main Street due to Code Case No. 65 from a previous owner for overgrown grass and vegetation. A lien was placed on the home due to code violations in the amount of \$20,700.20, the property was sold at auction and Mrs. Suggs purchased the property in which the city has now received a surplus from the sale in the amount of \$11,188.75, leaving a lien balance of \$9,511.45. There are attorney fees in the amount of \$3,581.62. And I believe the attorney may have additional fees for February. Mrs. Jordan stated there were no additional fees. Discussion ensued.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the forgiveness of the lien excluding the attorney fees. The motion passed unanimously.

Mrs. Tanner stated once the attorney fees are paid at City Hall then the release of lien could be done. Mrs. Donjuan asked if they want attorney fees. Mrs. Cain asked if Mrs. Suggs will pay the attorney fees. Mrs. Tanner stated it was brought up for the fines to be forgiven excluding the attorney fees. Mrs. Cain asked if we usually charge the attorney fees. Mrs. Jordan stated yes. Mrs. Suggs stated she requests no attorney fees and questioned the total. Mrs. Tanner stated the attorney fees are \$1,975.00 but there are additional fees like filing fees, title search fees and process service costs that are added to the attorney fees because they are part of our cost which brings the total to \$3,581.62. Mayor Andrews stated they have already voted unless someone wants to make an amendment. Mr. Russell asked Mrs. Jordan to explain about the surplus amount. Mrs. Jordan stated it was a tax deed sale and our lien exceeded the amount that was collected. Mrs. Cain asked if the attorney fees could be paid from the surplus amount. Mrs. Jordan stated you were entitled to collect \$20,700.20 in fines and that information was part of the information when the property was sold. Mrs. Suggs stated in the past there was not a surplus on other properties. Mrs. Tanner stated that it was just a little different situation that this case was not her case to begin with, but as Attorney Jordan stated, the owner should have known about the lien when it was purchased. Mrs. Tanner stated it was a little different situation

but it was the Council's decision. Mrs. Cain stated it could still be in the same condition but she has started cleaning it up. Mayor Andrews stated it would need a motion and second to amend. Discussion ensued.

A motion was made by Council Member Cain and seconded by Council Member Russell to make an amendment and forgive the attorney fees in the amount of \$3,581.62. The motion passed with three (3) ayes and one (1) naye with Council Member McCall opposed.

Mrs. Kristy Malloy asked if you dismiss attorney fees for one person would it be across the board for everyone. Mayor Andrews stated it would be case by case and this case may be different because there was surplus and a little different situation. As a general rule it will be case by case and it is the discretion of the board to review all the information for the best result. Mrs. Tanner stated there are some cases where nothing is forgiven. Discussion ensued.

8. **Award of RFQ No. 2024-03 - Professional Services for a Florida Department of Commerce Community Planning Technical Assistance Grant.** Mrs. Tanner explained this is the Award of the RFQ to Fisher Arnold that the selection committee reviewed. She stated that Fisher Arnold ended up with the best score and we were able to negotiate a fair and reasonable compensation for the contract that was added to the agenda. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member Russell to approve the Award of RFQ No. 2024-03 to Fisher Arnold. The motion passed unanimously.

9. **Chipley Communications Tower Change Order No. 2 - Sabre Industries.** Mrs. Tanner explained this change order will increase the size of the foundation due to water depth issues which were unknown at the time of the bid. The original quote was for a mat pier 4 ft in depth, but the Geotech report, which was not done until after the contract was awarded, showed water at the 4ft level. They will have to change to a pier foundation which will increase the concrete by 12 cubic yards to overcome the issue. The change order is in the amount of \$11,750.00 to Sabre Industries which will bring the total contract price to \$421,817.00. No further discussion.

A motion was made by Council Member McCall and seconded by Council Member Russell to approve the Change Order No. 2 with Sabre Industries in the amount of \$11,750.00. The motion passed unanimously.

10. **Contract for Construction – Alternative Energy Services, Inc. - Public Works Building – Solar Panel Project.** Mrs. Tanner explained this will approve the Contract for Construction with Alternative Energy Services, Inc. for the Public Works Building Solar Panel Project in the amount of \$88,190.00. No further discussion.

A motion was made by Council Member McCall and seconded by Council Member Russell to approve the Contract for Construction with Alternative Energy Services in the amount of \$88,190.00. The motion passed unanimously.

11. **Purchase of 2024 Freightliner Debris Loader - Sanitation Fund.** Mr. Guy Lane explained the Council approved this year to purchase a new knuckle boom for our trash pick-up. Mrs. Tanner added that this happened quickly and the council already approved the budget with this vehicle to be purchased this budget year. Under normal circumstances we wouldn't bring it to council unless it was a bid. We didn't have to bid, we used the Sourcewell contract. It had already been approved by Council prior to now. We were bringing it to the council on the agenda to basically inform you and let you know we already have the truck but we followed proper procurement because Council had approved the truck at budget time and we used the Sourcewell contract. The truck came in unexpectedly on Friday because they only had one truck that Guy had to get

or else it would go to someone else. Mr. Lane stated they were not expecting it that quick. Discussion ensued.

- 12. Support for Closure of Dalton Street Railroad Crossing.** Mr. Lane stated they had a meeting with FDOT and the railroad and there are safety concerns at that crossing that were brought to the railroad's attention by FDOT. What they are going to do is close that crossing and they want Council support. Mrs. Cain stated they can close it without Council support. Ms. McCall asked if this would be a permanent closure. Mr. Lane stated yes it would be. Mrs. Cain asked if it was found before they did the upgrades or after. Mr. Lane stated it was during one of the parades due to a float getting hung up at the crossing. Mrs. Tanner stated they can close it without City Council support but they did ask for the support of the City. No further discussion.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the Support for the Closure of Dalton Street Railroad Crossing. The motion passed unanimously.

- 13. Agreement – Fisher Arnold.** Mrs. Tanner stated this was the agreement that we discussed during the award. The Council awarded the project tonight and this is the agreement in the amount of \$50,000.00 that we were able to negotiate with them. We started out at \$60,000.00 and they did request a couple of things, nothing that I feel we will run into a problem with. They have local staff that will handle the largest part of the project so they will be here at any public meetings we have. Their staff that is not located in Chipley, they asked for them to be able to meet via ZOOM so they won't have travel expenses. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member Russell to approve the Agreement with Fisher Arnold in the amount of \$50,000.00. The motion passed unanimously.

- 14. Ward 4 Position Discussion.** Mayor Andrews stated Ward 4 has been vacant for a couple of months. I did have a couple of people that live in Ward 4 that I talked to about possibly serving on the board. The names are Ms. Trish Duce, Mrs. Paula Cunningham, and Mr. Ashley Williams and those three said at this time they would not like to be placed in a position here at the city. Mr. Brett Butler who used to sit in Ward 4 said he would gladly like to sit back in that seat and had intentions of running in June for that seat. Mr. Russell stated the term comes up in June and asked if we could just float it out the last two months and let someone run for the position due to costs, like portraits, of adding new members. Mrs. Cain stated it will actually be October before the position is filled. She added that she feels we should go ahead and fill it. Mayor Andrews stated she followed the Council's lead and talked to those requested and this is the end result. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member McCall to fill the Ward 4 Council Seat vacancy with Mr. Brett Butler. The motion passed unanimously.

J. OTHER BUSINESS

Mayor Andrews reminded Council about the March 27th Community Easter Event at Shiver's Park and said she would purchase the potato chips.

Ms. McCall stated she likes doing one meeting and asked if there is anything keeping us from doing just one meeting so people don't have to come back. Mrs. Tanner stated the workshop is not in the code, only the meeting which is the 2nd Tuesday. She added that the workshop is not required. Mayor Andrews stated this agenda was pretty lengthy, but having the consent agenda items helped not having to go through everything. Mrs. Cain stated she liked the way it was tonight so the public can hear everything that goes on. Mrs. McCall asked what needed to be

done to make it happen. Discussion ensued.

A motion was made by Council Member McCall and seconded by Council Member Cain to do away with the separate day of having a workshop and start the meetings an hour earlier at 5:00 p.m.

Mrs. Jordan stated the regular meeting would be the second Tuesday at 5:00 p.m. Mrs. Tanner stated that might require a change in the code but we can do an Ordinance which is pretty simple. Discussion ensued.

There was no other business.

K. ADJOURN

The meeting was adjourned by Mayor Andrews at 6:15 p.m.

City of Chipley

Attest:

Tracy L. Andrews, Mayor

Sherry Snell,
City Clerk

| Tracking Number | Timestamp | Email Address | Legal Service Requested | Summary of Request | Date Submitted | Response Deadline | Contact Name | Supporting Documentation for Request | MBJ Reviewed | Notes | Status |
|-----------------|--------------------|-----------------------------|---|---|----------------|-------------------|-----------------|---|--------------|-----------------------------|----------|
| 24-001 | 1/3/2024 9:08:04 | tdonjuan@cityofchipley.com | Request for Formal Written Opinion to City Council | We spoke the other day about the new business coming in downtown that will be selling alcoholic beverages and will be having food trucks. They are wanting to apply for alcoholic beverage license 8COP this is typically the license type for a restaurant. On the application the zoning officer is required to sign off for zoning. Would there be any issues if the City approved and signed off on this establishment. | 1/3/2024 | 1/9/2024 | Tamara Donjuan | | 3/13/2024 | Sent memo to TD | Complete |
| 24-002 | 1/18/2024 12:52:31 | sthompson@cityofchipley.com | Request for Memo to Administration/Staff (Legal Research) | Are skateboards allowed on City sidewalks and public areas where not prohibited. Florida Statute 316.2065(9) & (11) basically indicate that Skateboarders are pedestrians and may use the sidewalk and/or crosswalk to cross the roadway. Attorney General Opinion Number: AGO 98-15, reflects same statutes and same opinion. City Ordinance: Sec. 34-87 Bicycles, etc... prohibited. states: No person shall ride a bicycle, tricycle or velocipede, or other such vehicle or toy over or upon any public sidewalk within the city. Does a skateboard fall into the category of "other such vehicle or toy"? | 1/18/2024 | 1/23/2024 | Scott Thompson | https://drive.google.com/open?id=1gbl0SeH9Nsq8LP4owU3sOw3Z8gZ3_R6l | 1/19/2024 | Sent memo to CST | Complete |
| 24-003 | 1/30/2024 10:28:48 | director@washcomail.com | Draft Document | Draft resolution for CRA budget amendment | 1/30/2024 | 2/1/2024 | Michael Maxwell | | 1/30/2024 | Sent resolution to MM | Complete |
| 24-004 | 1/30/2024 10:29:24 | director@washcomail.com | Draft Document | Draft Council resolution adopting Business Mentoring Program | 1/30/2024 | 2/1/2024 | Michael Maxwell | | 1/30/2024 | Sent draft resolution to MM | Complete |
| 24-005 | 2/20/2024 9:49:25 | tdonjuan@cityofchipley.com | Document/Contract Review | I explained to the developer about a P&Z and city council approval would be needed because the property is located in our CDD. I never told him that he would have to rezone. He states that the new law that he does not have to conduct the review can you help on this and let me know if he is still required to go thru with the development procedures, we have for the CDD. I have will forward you the email. It will not attach correctly. | 2/20/2024 | 2/29/2024 | Tamara Donjuan | | 2/20/2024 | Sent memo to TD | Complete |

COC: Current Litigation

as of February 27, 2023

Section I, Item1.

| Attorney | Case Name | Court Judge Docket No. | Description | Outside Counsel | Parties | Opposing Counsel | Hold ? | Person in | Case Status |
|-----------------|--|---|--|---|--|------------------|--------|-----------|---|
| Goldhagen, Matt | COC v Annie Holmes | Court: Washington Co. - Circuit Civil Case No. 2023-CA-07 Judge: Christopher Patterson Magistrate Judge: N/A | Foreclosure of Code Enforcement Lien / N. Church Ave. | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9693 | Plaintiff(s): City of Chipley Defendant(s): Annie Holmes Third Parties: N/A | | N | | 1/13/23 - Complaint filed & Summons Issued. Waiting on USPS PO Box Request to come back with Street Address for Service of Complaint & Summons. 2/14/23 Sent Summons & Complaint to Sherrif for service upon Defendant. 4/10/23 - Waiting for ROS from Sherrif. 5/11/23-Receive Return of Non Service. 6/26/23 -Waiting on service by Publication due being unable to serve Annie Holmes. 7/26/23 - Proof of Publication for 7/12/23 & 7/19/23 filed. Waiting for Proof of Publication for 7/26/23 & 8/2/23. 8/18/23 - Filed Notice of Filing Affidavit of Publications. 8/22/23 - Clerk's default entered. Need to file Motion to Default Judgment & schedule hearing. 9/20/23 - Filed Notice of Substitution of Counsel. 12/22/23 - File Motion for Default Judgment. 3/4/24 - Motion for Final Default Jdgmt being reviewed by MJG. |
| Goldhagen, Matt | COC v Jeremie & Carlie Peters et al | Court: Washington Co. - County Civil Case No. 2023-CC-41 Judge: Frederick Peel Magistrate Judge: N/A | Foreclosure of Code Enforcement Lien / 1471 S. Railroad Ave. | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9694 | Plaintiff(s): City of Chipley Defendant(s): Jeremie Peters, Carlie Petres, Kathy J. Warrington n/k/a Kathy Hartzog, John E. Hartzog, & Fareoffercashnow, Inc. Third Parties: N/A | | N | | 1/13/23 - Complaint drafted & awaiting attorney's review. 3/20/23 - Followed up w/Atty re: file complaint. 4/21/23 Follow up w/Atty re filing Complaint and other pleadings. 5/1/23 - Complaint, Notice of Lis Pendens & Notice of Appearance filed w/Court. 6/23/23 - waiting on returns of service. 7/26/23 - FairOffer served on 7/20/23 & 8/9/23 Answer due deadline calendared. Kathy & John Hartzog served of 7/26/23 & 8/15/23 Answer due deadline calendared. Return of Non-Service filed on 7/26/23 for Carlie Peters, may reside in Destin. 8/25/23 - Still awaiting service upon Carlie Peters and Jeremie Peters. 9/20/23 - Filed Notice of Substitution of Counsel. 11/30/23 - No answers filed. 3/4/24 - need to Motion for Clerk Default. |
| Goldhagen, Matt | COC v. Estate of Joseph R. Ledlow et al | Court: Washington Co. - Circuit Civil Case No. 2023-CA-59 Judge: Christopher Patterson Magistrate Judge: N/A | Foreclosure of Code Enforcement Lien / 1278 Holley Ave. & 492 2nd Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9695 | Plaintiff(s): City of Chipley Defendant(s): Estate of Joseph R. Ledlow a/k/a Joseph R. Ledlow, Deceased; All Heirs, Beneficiaries, Devises, Legatees, Spouses & Creditors of Joseph R. Ledlow a/k/a Joseph R. Ledlow, Deceased Third Parties: N/A | | N | | 1/13/23 - Complaint drafted & awaiting attorney's review. 3/20/23 - Followed up w/Atty re: file complaint. 4/21/23 Follow up w/Atty re filing Complaint and other pleadings. 4/28/23 - Complaint, Notice of Lis Pendens & Notice of Appearance filed w/Court. Waiting for service by Publication. 7/26/23 - Publications scheduled for 7/26/23, 8/2/23, 8/9/23, & 8/16/23. 8/18/23 - Filed Notice of Filing Affidavit of Publications. Need to file Motion to Appoint Admin Alitem. 9/20/23 - Filed Notice of Substitution of Counsel. 11/15/23 - Received a second recorded Order. Waiting for title work. Will amend the complaint to include new lien. 12/22/23 - Appoint Ad. Litem & Amend complaint to include 492 2nd Street CE Lien. 2/23/24 - Filed Amended Complaint and Motion to Appoint AAL and received Order appointing AAL. 3/25/24 Awaiting AAL report. |
| Goldhagen, Matt | COC v. Estate of Mary C. MyDosh et al. | Court: Washington Co. - County Civil Case No. 2023-CC-39 Judge: Frederick Peel Magistrate Judge: N/A | Foreclosure of Code Enforcement Lien / 589 Main Street & 592 Main Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9697 | Plaintiff(s): City of Chipley Defendant(s): Estate of Mary C. Mydosh a/k/a Mary Mydosh a/k/a Marh Carmella Davis; Charles Smejkal, Jr.; All Heirs, Beneficiaries, Devises, Legatees, Spouses & Creditors of Mary C. Mydosh a/k/a Mary Mydosh a/k/a Marh Carmella Davis, Deceased Third Parties: N/A | | N | | 2/9/23 - Requested Title Work. 4/24/23 - Draft Complaint, Summons, Notice of Action, Notice of Lis Pendens, Affidavit of Const. Service, Notice of Appearance and emailed to JAM for review. 4/28/23 - Complaint, Notice of Lis Pendens & Notice of Appearance filed w/Court. Waiting on service. 6/23/23 - Waiting on service by publication. 7/26/23 - Waiting on Return of Service for Smejkal & proof of publications (publications are scheduled for 7/26/23, 8/2/23, 8/9/23, & 8/16/23. 8/18/23 - Filed Notice of Filing Affidavit of Publications. Need to file Motion for Clerk's Default & Appoint Admin Alitem. 9/20/23 - Filed Notice of Substitution of Counsel. 11/30/23 - In process of getting admin ad litem/attorney ad litem appointed. 12/22/23 - Drop Count I of Complaint & Appoint Ad. Litem. 1/3/24. Amended Complaint to drop Count I & file Motion to Appoint AAL. 1/5/24 - Received Order Appointing AAL - Kristi Novonglosky. Waiting to receive AAL report. |
| Goldhagen, Matt | COC v. Nancy Elizabeth White | Court: Washington Co. Case No. N/A Judge: N/A Magistrate Judge: N/A | Foreclosure of Code Enforcement Lien / 737 Sinclair St. | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9698 | Plaintiff(s): City of Chipley Defendant(s): Nancy Elizabeth White Third Parties: N/A | | N | | 2/24/23 - Need to bring motion back to magistrate to enter an amended order that identifies both parcels (correct scriviners error). 3/20/23 - Tax deed sale scheduled. COC filed claim for surplus funds. 12/22/23 - Interpleader suit filed. |
| Goldhagen, Matt | COC v. Estate of Dennie Gilmore a/k/a Dennie Gilmore, Deceased et al | Court: Washington Co. - Circuit Civil Case No. 2023-CA-47 Judge: Christopher Patterson Magistrate Judge: N/A | Foreclosure of Code Enforcement Lien / 1209 Campbelton Ave | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9699 | Plaintiff(s): City of Chipley Defendant(s): Estate of Dennie Gilmore a/k/a Dennie Gilmore, Deceased; All Heirs, Beneficiaries, Devises, Legatees, Spouses & Creditors of Dennie Gilmore a/k/a Dennie Gilmore, Deceased Third Parties: N/A | | N | | 1/13/23 - Complaint drafted & awaiting attorney's review. 3/20/23 - Followed up w/Atty re: file complaint. 4/10/23 Notarized Aff. Const. Service. File Complaint, Summons, NOA & NOLis Pendens. Notice of Action in Foreclosure publication is currently running and will be complete on 5/10/23. Answer to complaint due May 19. 6/23/23 - Drafting motion to appoint administrator ad litem for estate. 9/20/23 - Filed Notice of Substitution of Counsel. 11/30/23 - In process of getting admin ad litem/attorney ad litem appointed. 1/3/24 - File Motion to Appoint AAL. 1/5/24 - Received Order Appointing AAL - Kristi Novonglosky. Waiting to receive AAL report. |

COC: Current Litigation

as of February 27, 2023

Section I, Item1.

| | | | | | | | |
|-----------------|--------------------------------|---|--|---|--|--|---|
| Goldhagen, Matt | COC v. Estate of Martha Pippin | Court: Washington Co. Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 777 West Boulevard & 499 Martin Luther King Drive | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9700 | Plaintiff(s): City of Chipley Defendant(s): Estate of Martha D. Deal Pippin; Michael Brian Tylor; Amanda Taylor Third Parties: N/A | Y | 5/17/23 - Possible Homestead property. 3/4/24 - Review title work. |
| Goldhagen, Matt | COC v. Richard Barrentine | Court: Washington Co. Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 1219 Johnson Avenue | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9701 | Plaintiff(s): City of Chipley Defendant(s): Richard Barrentine and Diana Barrentine Third Parties: | y | 4/28/23 - Waiting for recorded lien. 8/28/23 - received title work. 9/8/23 - Title work shows mortgage foreclosure suit filed. Researching whether junior lien foreclosure or intervene in existing foreclosure suit to claim surplus funds. 12/22/23 - Moratorium until May. |
| Goldhagen, Matt | COC v. Sandra Brewer | Court: Washington Co. Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 746 West Blvd. | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9703 | Plaintiff(s): City of Chipley Defendant(s): Sandra Brewer and Iplusive Expressions, LLC Third Parties: | N | 4/12/23 - Lien recorded. 8/25/23 - Waiting for title work. 3/4/24 - Receive title work & need to draft Complaint. |
| Goldhagen, Matt | COC v. Stephanie Broxton | Court: Washington Co. - Circuit Civil Case No. 2023-CA-86 Judge: Christopher Patterson Magistrate Judge: N/A | Appeal of Code Enforcement Lien / 653 Bennett Drive | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9706 | Plaintiff(s): City of Chipley Defendant(s): Stephanie Broxton Third Parties: | N | 6/22/23 - Order finding Violation. 30 day waiting period for appeal. Broxton filed appeal 31 days after Order. COC filed Motion to Dismiss. 8/22/23 - Judge denied Motion to Dismiss. 10/26/23 - Order dismissing appeal due to Appellant's failure to file the required brief. 12/22/23 - Waiting on direction from Council - CRA grant received. |
| Goldhagen, Matt | COC v. Joshua Deans | Court: Washington Co. Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 745-763 1st Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9707 | Plaintiff(s): City of Chipley Defendant(s): Joshua Deans and Jeremy Deans Third Parties: | N | 6/22/23 - Order finding Violation. 30 day waiting period for appeal. 9/25/23 - Waiting for title work. |
| Goldhagen, Matt | COC v. Latonia Mckinnie | Court: Washington Co. Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 1167 6th Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9708 | Plaintiff(s): City of Chipley Defendant(s): Latonia Mckinnie Third Parties: | N | 6/22/23 - Order finding Violation. 30 day waiting period for appeal. 11/15/23 - Received recorded Order. Waiting for title work. 12/22/23 - Follow up w/TD re: magistrate. |
| Goldhagen, Matt | Lora Bell v. COC | Court: Washington Co. - Circuit Civil Case No. 2023-CA-77 Judge: Christopher Patterson Magistrate Judge: N/A | Interpleader Complaint / 737 Sinclair Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9709 | Plaintiff(s): Hon. Lora Bell, Clerk of Court Defendant(s): City of Chipley, Nancy E. White, Amy K. Hill, William M. Hill, Andrew H. Hill, Tina M. Hill, Monica N. Hill, Christina Hill, and Teannah Hill Third Parties: N/A | John Y. Roberts, Esq. FL Bar No. 0496871 2879 Madison Street P.O. Box 1544 Mariana, FL 32447 (850) 526-3865 N | 7/18/23 COC served with Complaint. Answer filed 8/9/23. 9/20/23 - Filed Notice of Substitution of Counsel. 11/17/23 - Clerk filed motion for interpleader. Hearing hasn't been scheduled due to all parties not being personally served. 1/23/24 Hrg on Bell's Motion for Judgment of Interpleader scheduled for 1/30/24. 2/26/24 - Hearing on Motion for Interpleader heard on 1/30/24 & Order granting Motion was entered on 1/31/24. 3/16/24 Regions filed motion for final order & schedule hrg for 6/3/24. 3/18/24 - MJG drafting MSJ. |
| Goldhagen, Matt | CPD v. Nipul Metha | Court: Washington Co. - Circuit Civil Case No. 2023-CA-85 Judge: Christopher Patterson Magistrate Judge: N/A | Forfeiture | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9710 | Plaintiff(s): Chipley Police Department Defendant(s): Nipul Metha, Atul Modi, and Nitya, Inc. d/b/a Gas Mart/77 Gas Mart | N | 8/4/23 - Petition for Final Order of Forfeiture filed with the Court. 8/9/23 - Atul Modi and Gas Mart served with Petition & Summons. 8/25/23 - Serve Nipul Metha. 1/29/24 File Motion for Prob. Cause. 2/23/24 Metha served. Modi filed statement w/Court. |

COC: Current Litigation

as of February 27, 2023

Section I, Item1.

| | | | | | | | |
|-----------------|-----------------------------|--|---|---|---|---|---|
| Goldhagen, Matt | | Court: Washington Co. - Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 5871 7th Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9689 | Plaintiff(s): City of Chipley Defendant(s): [DEFENDANT] Third Parties: [THIRD PARTIES] | N | 12/22/23 - Special Magistrate to amend order to correct address. |
| Goldhagen, Matt | COC v. Terry Davis | Court: Washington Co. - Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 504 MLK Drive | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9689 | Plaintiff(s): City of Chipley Defendant(s): Terry Davis Third Parties: [THIRD PARTIES] | N | 3/4/25 Rcv title work & draft complaint. |
| Goldhagen, Matt | COC v. Edith Juanita Hogan | Court: Washington Co. - Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 737 Pecan Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9689 | Plaintiff(s): City of Chipley Defendant(s): Edith Juanita Hogan, Third Parties: [THIRD PARTIES] | N | 3/4/24 MBJ to follow-up with TD. |
| Goldhagen, Matt | COC v. Thelma Wood | Court: Washington Co. - Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 771 Pecan Street | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9689 | Plaintiff(s): City of Chipley Defendant(s): Thelma Wood Third Parties: [THIRD PARTIES] | Y | 3/4/24 Title Work ordered. 3/14/24 Hold - per TD owner is trying to comply. |
| Goldhagen, Matt | COC v. Pamela Moore et. al. | Court: Washington Co. - Case No. Judge: Magistrate Judge: | Foreclosure of Code Enforcement Lien / 869 Chesnut Hill | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9689 | Plaintiff(s): City of Chipley Defendant(s): Pamela Moore, David A. Marshall Third Parties: [THIRD PARTIES] | N | 3/4/24 Title Work ordered. |
| Goldhagen, Matt | Chipley Course, LLC v. COC | Court: Washington Co. - Circuit Civil Case No. 2023-CA-123 Judge: Timothy Register Magistrate Judge: N/A | Breach of Contract - Dec. Judgment | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9689 | Plaintiff(s): Chipley Course, LLC Defendant(s): City of Chipley Third Parties: N/A | Mitch Dever, Esq. FL Bar No. 0939730 PO Box | 12/22/23 - Prepare Complaint re: dec. relief. 1/25/24 Receive Amended Complaint from Chipley Gulf Course. Draft Answer to Amended Complaint and Counterclaim for Declaratory Relief. 2/7/24 COC filed an Answer and Counterclaim. 3/19/24 Responded to CGC's discovery request. Send discovery to CGC. Depo of P. Tanner scheduled for 4/23/24. |
| Goldhagen, Matt | Godfrey Environmental | Court: Washington Co. - Case No. Judge: Magistrate Judge: | Godfrey Environmental | Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9689 | Plaintiff(s): [PLAINTIFF] Defendant(s): [DEFENDANT] Third Parties: [THIRD PARTIES] | N | 12/22/23 - Monitor. Dismissed w/o prejudice |

Chipley Redevelopment Agency April 2024 Report to Chipley City Council

- I. The CRA Board of Directors met on Tuesday, March 19, 2024.
- 1.2 The Board of Directors approved a request from the City of Chipley to paint fire hydrants located within the CRA District. The amount approved was up to \$3662.00
- 1.3 The Board of Directors approved a procedure to send reminder notices to those with Loans through the CRA. Board Member Crystal Abel, who is a CPA, will begin sending out these courtesy notices at the beginning of the month.
- 1.4 The Board approved Deborah Brown, Summer Thomas, and Tracey Kent-Bell to attend CRA 101 training in Orlando on April 19.
- II. Fiscal Year 2024 Grants Status – See Attached
- IV. Loan Balances as of 3.31.2024 – See Attached
- IV. Account Balances as of 3.31.2024 – See Attached
- V. The next CRA Meeting is scheduled for Tuesday, April 16, 2024, at 3:30 PM.

Respectfully submitted by

Michael D. Maxwell
Executive Director

City of Chipley
Chipley Redevelopment Agency
FY 2024 Grant Summary

| <u>Grant Number</u> | <u>Grantee</u> | <u>Property Address</u> | <u>Type of Grant</u> | <u>Date Approved</u> | <u>Amount Approved</u> |
|---------------------|-----------------|-------------------------|-------------------------|----------------------|-----------------------------|
| 01-2024 | Sheri Graham | 709 7th Street | Interior Improvement | 10.17.2023 | \$ 12,000.00 |
| 02-2024 | Stephanie Lee | 653 Bennett Drive | Demolition Assistance | 10.17.2023 | \$ 2,250.00 |
| 03-2024 | Keisha Williams | 1367A South Railroad | Interior Improvement | 11.14.2023 | \$ 10,856.00 |
| 04-2024 | Sheri Graham | 709 7th Street | Exterior Improvement | 11.14.2023 | \$ 14,714.00 |
| 05-2024 | Sheri Graham | 709 7th Street | Demolition Assistance | 11.14.2023 | \$ 9,825.00 |
| 06-2024 | Sheri Graham | 709 7th Street | Exterior Infrastructure | 11.14.2023 | \$ 3,000.00 |
| 07-2024 | Mickey Knapp | 1342 N. Railroad | Exterior Improvement | 12.19.2023 | \$ 20,000.00 |
| 08-2024 | Josh Landry | 814 Main Street | Exterior Improvement | 2.8.2024 | \$ 25,103.46 |
| 09-2024 | Rena Harrell | 808 Main Street | Exterior Improvement | 2.8.2024 | \$ 16,170.00 |
| | | | | | <u>\$ 113,918.46</u> |

City of Chipley
Community Redevelopment Agency
Revolving Loan Acitivity
Fiscal Year 2023-2024

Section I, Item2.

| Name | Loan Balance As of 10/01/23 | New Loans (10/01/23-03/31/24) | Principal Paid (10/01/23-03/31/24) | Balance As of 03/31/24 |
|-------------------------------------|--------------------------------|----------------------------------|---------------------------------------|---------------------------|
| Jerusalem Baptist Church (03/02/17) | 4,292.19 | 0.00 | 1,245.26 | 3,046.93 |
| Sister's Southern Charm (11/20/18) | 10,499.31 | 0.00 | 1,487.47 | 9,011.84 |
| Leanne and John Pedraja (07/18/19) | 9,839.01 | 0.00 | 2,406.94 | 7,432.07 |
| Cynthia H. Brown (02/10/22) | 15,717.43 | 0.00 | 1,380.79 | 14,336.64 |
| Tiffany Hitchcock (04/12/22) | 16,174.62 | 0.00 | 1,376.19 | 14,798.43 |
| Rachel & James Jenkins (05/27/22) | 8,201.58 | 0.00 | 686.85 | 7,514.73 |
| Brittany & James Wright (10/19/23) | 20,000.00 | 0.00 | 1,113.90 | 18,886.10 |
| Totals | \$ 84,724.14 | \$ - | \$ 9,697.40 | \$ 75,026.74 |

| | |
|--------------------------|---------------------|
| | Monthly Payment Due |
| Jerusalem Baptist Church | 255.35 |
| Sister's Southern Charm | 262.02 |
| Leanne and John Pedraja | 255.35 |
| Cynthia H. Brown | 255.37 |
| Tiffany Hitchcock | 255.37 |
| Rachel & James Jenkins | 127.67 |
| Brittany & James Wright | 255.37 |
| | <hr/> |
| \$ | 1,666.50 |



City of Chipley

1442 Jackson Avenue
Post Office Box 1007
Chipley, Florida 32428
(850) 638-6350 Fax: (850) 638-6353

April 8, 2024

Chipley Redevelopment Agency
Post Office Box 457
Chipley, Florida 32428

Dear Mr. Maxwell:

The Chipley Redevelopment Agency bank accounts have the following balances as of March 31, 2024:

| <u>Account Name</u> | <u>SBA Account</u> | <u>Checking Account</u> | <u>Total Amount</u> |
|---------------------|------------------------|-------------------------|------------------------|
| CRA Trust Escrow | \$ 136,191.55 | \$ 1,110.19 | \$ 137,301.74 |
| CRA Trust Fund | 203,638.94 | 24,115.82 | 227,754.76 |
| CRA Revolving Loan | <u>61,796.36</u> | <u>36,539.10</u> | <u>98,335.46</u> |
| Total | \$ 401,626.85 ===== | \$ 61,765.11 ===== | \$ 463,391.96 ===== |

If you have any questions or if you should need additional information, please contact me at the number listed above or by email at ptanner@cityofchipley.com.

Sincerely,

Patrice A. Tanner
City Administrator

Community Redevelopment Agency Annual Report

Section I, Item2.

Chipley Redevelopment Agency

Florida Department of Economic Opportunity Special District Accountability Program ID

171

| | |
|----------------------------|--|
| Registered Agent | Mr. Michael Maxwell |
| Mailing Address | Post Office Box 457 Chipley, Florida 32428 |
| Office Address | 672 5th Street |
| Telephone | (850) 638-4157 |
| Fax | (000) 000-0000 |
| Email | director@washcomall.com |
| Website | www.cityofchipley.com/234/Chipley-Redevelopment-Agency |
| County(ies) | Washington |
| Local Governing Authority | City of Chipley |
| Date Created / Established | Tuesday, December 31, 1985 |
| Creation Documents | City Resolutions 85-14 and 92-9 and Ordinance 646 |
| Board Selection | Chapter 163, Part III, Florida Statutes |
| Authority to Issue Bonds | 12/31/1985 |
| Revenue | Community Redevelopment |
| Most Recent Update | Saturday, January 0, 1900 |

| | |
|--|------------------|
| Total number of Activities started | 8 |
| Total number of Activities completed | 12 |
| Current Year Taxable Value in CRA | \$ 23,349,372.00 |
| Actual expended increment revenue | \$ - |
| Base Year Taxable Value in CRA | \$ 6,993,700.00 |
| Current Year Tax Increment Value | \$ 16,355,672.00 |
| Total amount expended for low and middle income affordable housing | \$ - |

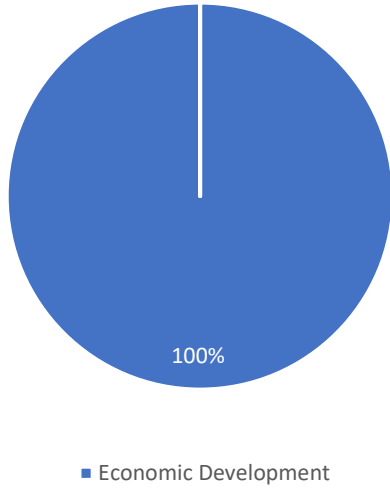
The following is a summary of this community redevelopment agency's achievement of its redevelopment plan's goals.

| ACHIEVEMENT | CRA PLAN PAGE |
|----------------------|---------------|
| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |
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| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |
| Economic Development | 38 |

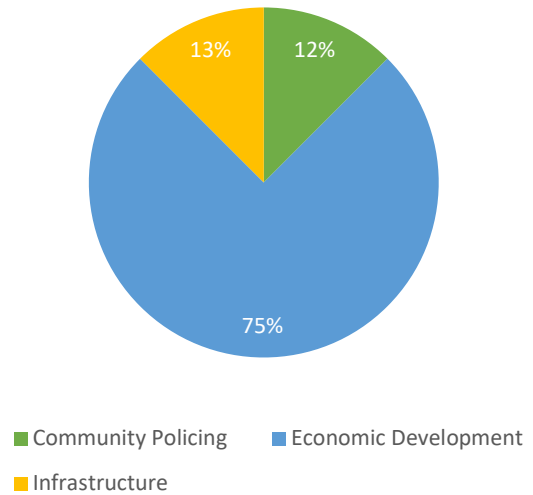
Community Redevelopment Agency Annual Report

Section I, Item2.

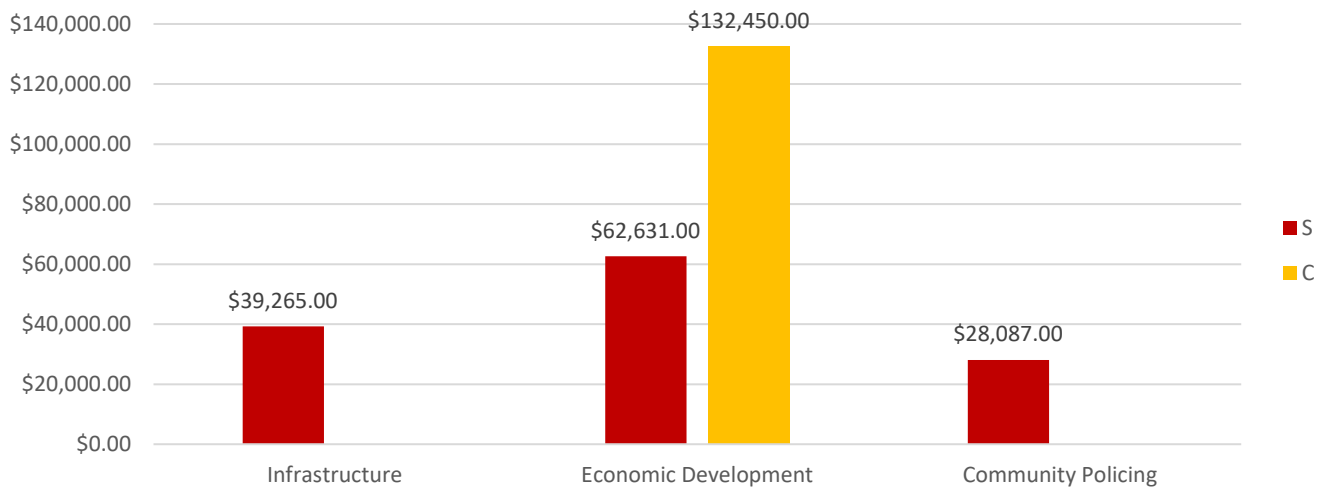
COMPLETED (C) ACTIVITIES BY COUNT



STARTED (S) ACTIVITIES BY COUNT



ACTIVITIES SUMMARY (\$)



Community Redevelopment Agency Annual Report

Section 1, Item 2.



Chipley Fire Department

March 2024 Monthly Activity Report

From: Hunter Aycock, Fire Chief

| Type of Call | March | February | For the Year of 2023 - 2024 | |
|---------------------------------|--------|----------|-----------------------------|------------|
| | Totals | Totals | Total Calls | Responders |
| Structure Fires | 2 | 3 | Structure Fires | 18 |
| Vehicle Fires | 3 | 1 | Vehicle Fires | 10 |
| Wild land Fires | 1 | 6 | Wild Land Fires | 22 |
| Fire Alarms | 2 | 1 | Fire Alarms | 30 |
| Meeting (Business & Training) | 2 | 3 | Meetings | 14 |
| MVA (Traffic Crashes) | 6 | 4 | Sig 4 (Traffic Crashes) | 29 |
| First Responder | 0 | 0 | First Responder | 0 |
| Life Flight | 0 | 0 | Life Flights | 0 |
| Public Service Calls: | 3 | 2 | Public Service Calls: | 46 |
| | | | Average Response | 9 |
| Total # of calls for the month: | 19 | 20 | Total Calls: | 169 |
| Total # of calls in the City: | 9 | 6 | Total City calls: | 86 |
| Total # of calls in the County: | 10 | 11 | Total County calls: | 71 |
| Total # of Mutual Aids: | 1 | 5 | Total Mutual Aids: | 9 |
| Total # of Meetings: | 2 | 3 | Total Meetings: | 14 |

Inspection completed on New engine 2



City of Chipley

CODE ENFORCEMENT

1442 Jackson Avenue
P.O. Box 1007
Chipley, Florida 32428
(850) 638-6350 Fax: (850) 638-6318



Section I, Item4.

MARCH 2024

1. Total Active Cases: 25

These active cases include subsection a) some cases may include multiple violations.

a. Public Nuisance: 36

- Junk, Trash and Debris: 7
- Building/Structure Violations: 9
- Junk Cars: 3
- Overgrown Lots: 12
- Fence Violations: 2
- 911 Addressing Violations: 2
- RV, Vehicle, Outbuilding used for residential living: 1
- Zoning Violations (to include Signage): 0
- Construction Container Violations: 0
- Swimming Pool Violations: 0
- Obstruction of Right-of-Way: 0
- Permit Violations: 0
- Pitbull Registration Violation: 0
- Utilities Violation: 0

2. New cases opened this month: 34

3. Properties Posted this month: 10

4. Cases brought before this month's Special Magistrate: 0

5. Citations written this month: 0

6. Cases Closed this Month: 21

These closed cases include subsection b) some cases may include multiple violations.

a. 6 of these closed cases are from previous months.

b. Public Nuisance: 26

- Junk, Trash and Debris: 14
- Building/Structure Violations: 0
- Junk Cars: 3
- Overgrown Lots: 3

- Fence Violations: 1
- 911 Addressing Violations: 1
- RV, Vehicle, Outbuilding used for residential living:
- Zoning Violations: 0
- Garbage Container Left at Roadside: 2
- Swimming Pool Violations: 0
- Obstruction of Right-of-Way (to include Signage): 0
- Permit Violations: 0
- Utilities Violation: 0
- Outside Burning of Household Trash: 0
- Demo Debris: 0
- Invalid Complaints: 2

9. Code Enforcement Verification: 5

1. 1611 Main Street
2. 466 Martin Luther King Drive
3. 1695 Main Street
4. 1310 N. Railroad Avenue
5. 709 7TH Street

10. Pit bull Registration: 0

11. Properties with Active Liens: 15

1. 1209 Campbellton Avenue 08/05/2020 Sent to attorney.
2. 1278 Holley Avenue (Two Liens) 08/05/2020 & 08/26/2022 Sent to attorney.
3. 1471 S. Railroad Avenue 07/11/2022 Sent to attorney.
4. Church Avenue 07/11/2022 Sent to attorney.
5. 592 Main Street 09/19/2022 Sent to attorney.
6. 777 West Boulevard 01/09/2023 Sent to attorney.
7. 499 Martin Luther King Drive 01/09/2023 Sent to attorney.
8. 746 West Boulevard 4/12/2023 Sent to attorney.
9. 1214 Johnson Avenue 05/08/2023 Sent to attorney.
10. 1167 6th Avenue 8/10/2023 Sent to attorney.
11. 492 2nd Street 8/10/2023 Sent to attorney.
12. 504 Martin Luther King Drive 11/21/23 Sent to attorney.
13. 771 Pecan Street 12/4/23 Sent to attorney.
14. 869 Chesnut Hill Street 12/4/23 Sent to attorney.
15. 737 Pecan Street 1/11/24 Liens accruing.

Case Report

Section I, Item4.

4/1/2023 - 03/31/2024

| Case Date | Owner Name | Parcel # | Parcel Address | Description | Main Status |
|-----------|---------------------------------|-----------------------|------------------|--|-------------|
| 3/27/2024 | STANLEY A & SHELIA H JONES | 00000000-00-1784-0001 | 794 2ND ST | Rubbish, excessive grass, weeds, and vegetation | Active |
| 3/27/2024 | JASON & LACEY BYRD | 00000000-00-1781-0000 | 1356 ESTELLE AVE | Excessive grass, weeds, and vegetation | Active |
| 3/27/2024 | DONALD L & IRMHILD E SELLERS | 00000000-00-1921-0000 | 739 4TH ST | Excessive grass, weeds, vegetation, RV Living | Active |
| 3/27/2024 | JERMAINE BAKER | 00000000-00-1884-0000 | 741 5TH ST | Disrepair and excessive grass, weeds, and vegetation | Active |
| 3/26/2024 | NA'M SAMAL HAYES | 00000000-00-1391-0000 | 1233 CHURCH AVE | Disrepair | Active |
| 3/26/2024 | DONNA HAYES-AUSTIN | 00000000-00-1392-0000 | 1235 CHURCH AVE | Disrepair | Active |
| 3/26/2024 | ERIC D & AMBER K IVEY | 00000000-00-2195-0018 | 841 3RD ST | Rubbish, excessive grass, weeds, vegetation | Active |
| 3/26/2024 | JANEL CATHERINE MARUSIAK ESTATE | 00000000-00-2832-0000 | 578 7TH ST | Excessive grass, weeds, vegetation. | Active |
| 3/26/2024 | SPEARMAN JAMES | 00000000-00-2955-0001 | 2ND ST | Excessive grass, weeds, and vegetation! | Active |
| 3/21/2024 | JASON REYES | 00000000-00-1787-0000 | 1343 ESTELLE AVE | Junk Vehicle | Active |
| 3/21/2024 | JOHN BLEDSOE | 00000000-00-2871-0000 | 511 2ND ST | Junk Vehicle, excessive grass, vegetation, disrepair | Active |
| 3/21/2024 | CLAYTON BAILEY & | 00000000-00-2842- | 579 MAIN ST | Excessive weeds and vegetation | Active |

| | | | | | |
|------------|--|-----------------------|---------------------------|--|--------|
| | ETAL JACK RIDER | 0000 | | | |
| 3/21/2024 | WILLIAM CLAYTON BAILEY | 00000000-00-2843-0000 | 577 MAIN ST | Excessive weeds and vegetation | Active |
| 3/21/2024 | JAMES SPEARMAN | 00000000-00-2838-0000 | 603 MAIN ST | No 911 Address/Excessive grass, weeds, junk, trash | Active |
| 3/13/2024 | MICHAEL A & KATHERINE M WALKER & ETAL | 00000000-00-1334-0000 | 1284 CHURCH AVE | Disrepair, abandoned materials, junk | Active |
| 3/6/2024 | LINDA A DAVIS | 00000000-00-1209-0000 | 617 9TH ST | Fence Height, junk vehicle | Active |
| 3/6/2024 | GWAUN REED | 00000000-00-1227-0000 | 618 9TH ST | Fence, rubbish, trash, abandoned materails | Active |
| 3/6/2024 | VIVIAN MORRIS | 00000000-00-2814-0000 | 500 MARTIN LUTHER KING DR | Shed in need of repair | Active |
| 3/1/2024 | ROSEMARY S JONES & ETAL % EUNICE COHEN & E SHACKELFORD | 00000000-00-1168-0000 | 792 PEACH ST | Disrepair | Active |
| 2/28/2024 | GWUAN REED | 00000000-00-1212-0000 | 618 BENNETT DR | 911 address / abandoned materials, junk, trash | Active |
| 2/23/2024 | DAVID LORENZO ROULHAC | 00000000-00-2682-0000 | 566 MARTIN LUTHER KING DR | Abandoned materials, junk, trash | Active |
| 2/21/2024 | ADRIAN SPEED AND ARIE LEE CARTHON | 00000000-00-2708-0000 | 598 BENNETT DR | Disrepair | Active |
| 1/18/2024 | SHERWOOD APTS LTD % CARVER ENTERPRISES / AGENT | 00000000-00-2218-0025 | 900 SOUTH EASTERN LOOP | Disrepair Structure | Active |
| 12/29/2023 | WASHINGTON COUNTY/JEFF | 00000000-00-2891- | 1292 MORRIS | Structure in disrepair. | Active |

| | | | | | |
|------------|----------------------------------|-------------------------------|-----------------------|--|--------|
| | MASSEY | 0000 | AVE | excessive grass, weeds, and vegetation | |
| 11/16/2023 | WINSTON S & TAMMY ROBINSON | 00000000- 00-2961- 0000 | 1385 WARREN AVE | Structure in Disrepair | Active |
| | | | | | |

Total Records: 25**4/1/2024**

Monthly Closed Cases

03/01/2024 - 03/31/2024

| Case Date | Owner Name | Parcel # | Parcel Address | Description | Last Status Change Date | Main Status |
|-----------|--|-----------------------|---------------------|--|-------------------------|-------------|
| 3/27/2024 | DARREL A & PAULA RHENEA YONTZ | 00000000-00-1644-0000 | 682 3RD ST | RV living/Invalid complaint | 3/27/2024 | Closed Case |
| 3/21/2024 | IMPLUSIVE EXPRESSIONS LLC/SANDRA BREWER, AGENT | 00000000-00-1759-0000 | 1352 FORREST AVE | Abandoned materials | 3/25/2024 | Closed Case |
| 3/20/2024 | HAVILAND SHIRLEY & GERALD ESTATE | 00000000-00-2912-0000 | 537 4TH ST | Excessive grass, weeds, vegetation | 3/26/2024 | Closed Case |
| 3/15/2024 | SOUTHTRUST BANK% WACHOVIA BANK | 00000000-00-1351-0000 | 1281 CHURCH AVE | Excessive grass, weeds, vegetation | 3/19/2024 | Closed Case |
| 3/14/2024 | ROSEMARY KIRKLAND | 00000000-00-1315-0001 | CHURCH AVE | Excessive grass, weeds, vegetation | 3/20/2024 | Closed Case |
| 3/14/2024 | MICHAEL A LAMB | 00000000-00-1319-0000 | 1248 CHURCH AVE | Trash, junk, abandoned materials, rubbish, garbage container | 3/28/2024 | Closed Case |
| 3/13/2024 | CHIPLEY HOUSING AUTHORITY | 00000000-00-2797-0000 | 1370 OLD BONIFAY RD | Abandoned materials, junk | 3/14/2024 | Closed Case |
| 3/12/2024 | DAWN T COLLINS | 00000000-00-1825-0011 | 753 GILBERT DR | Abandoned materials, trash, junk | 3/20/2024 | Closed Case |
| 3/11/2024 | MYRICK THOMAS & RUTH | 00000000-00-1157-0000 | 1157 5TH AVE | Nuisance on lot | 3/11/2024 | Closed Case |
| 3/6/2024 | MINNIE JEWEL BOSTON ESTATE | 00000000-00-1204-0000 | 1215 OLD BONIFAY RD | Rubbish, trash, abandoned materials | 3/20/2024 | Closed Case |
| 3/5/2024 | SPEARMAN JAMES | 00000000-00-2933-0000 | 530 2ND ST | Maintenace of Fence | 3/7/2024 | Closed Case |

| | | | | | | | |
|------------|--|------------------------|------------------|--|-----------|-------------|-------------------|
| 3/5/2024 | PERCY PRESTON FISH JR | 00000000-00-2931-0002 | 1335 KAY AVE | Abandoned materials, junk vehicles, rubbish, trash | 3/14/2024 | Closed | Section I, Item4. |
| 3/5/2024 | Mabel Robinson Estate / Heirs | 00000000-00-2866-0000 | 832 GLENWOOD AVE | Abandoned materials, rubbish, trash, junk | 3/19/2024 | Closed Case | |
| 3/1/2024 | PAUL PETE & DEIDRA DAY | 00000000-00-2779-0000 | 595 4TH ST | 911 address Abandoned materials, junk, trash | 3/20/2024 | Closed Case | |
| 3/1/2024 | BILLY DEWAYNE & CANDICE BAXLEY | 00000000-00-2959-0005 | 496 2ND ST | Abandoned materials, junk, trash, garbage containers | 3/7/2024 | Closed Case | |
| 2/29/2024 | VIVIAN MORRIS | 00000000-00-1139-0000 | 708 PEACH ST | Abandoned materials, junk, trash | 3/13/2024 | Closed Case | |
| 2/28/2024 | CABEEAFL LLC / SHERRI WADE | 00000000-00-2890-0000 | 1294 MORRIS AVE | Abandoned material, trash | 3/7/2024 | Closed Case | |
| 2/23/2024 | CHRISTOPHER & KRYSTAL WHITE | 00000000-00-2944-0000 | 1257 PLUM AVE | Abandoned materials, junk, trash | 3/7/2024 | Closed Case | |
| 2/9/2024 | KIMMIE DARLENE COTA ESTATE AND HEIRS/TENANTS | 00000000-00-1539-0000 | 639 GROVE ST | Junk vehicles, abandoned materials | 3/11/2024 | Closed Case | |
| 1/30/2024 | WILLIAM HARRISON | 00000000-00-1993-0000 | 1400 FORREST AVE | Junk vehicle, trash, abandoned materials | 3/4/2024 | Closed Case | |
| 12/28/2023 | VIVIAN J & PERCY L MORRIS | 00000000-00-1170-00004 | 1189 1ST AVE | Junk, trash, abandoned materials | 3/4/2024 | Closed Case | |
| | | | | | | | |

Total Records: 21

4/1/2024



**CITY OF CHIPLEY
PLANNING & ZONING REPORT
FOR THE MONTH OF JANUARY 2024**



TO: City Council
FROM: Tamara Donjuan – Planning Officer
DATE: April 1, 2024

(1) Land Use Compliance Certificates: 15

- 1 – 622 Pear Street – New Construction/Garage
- 2 – 847 8th Street – Solar Installation
- 3 – 808 Main Street – Roof Replacement
- 4 – 1264 Plum Avenue – Electrical Pole
- 5 – 1150 Motel Drive – Signage
- 6 – 630 4th Street – Solar Installation
- 7 – 610 Martin Luther King Drive – Playhouse
- 8 – 731 5th Street – Roof Replacement
- 9 – 855 Earl Street - Roof Replacement
- 10 – 659 2nd Street – Home Improvements
- 11 – 787 Gilbert Drive – Porch Addition
- 12 – 979 Haywood Drive – Inground Swimming Pool
- 13 – 671 Rustin Drive – Solar Installation
- 14 – 850 Falling Waters Road – Solar Installation
- 15 – 581 5th Street – Electrical Upgrade

(2) Tree Removal Permits: 6

- 1 – 722 5th Street
- 2 – 640 3rd Street
- 3 – 730 Main Street
- 4 – 784 5th Street
- 5 – 672 5th Street
- 6 – 721 Pecan Street

(3) Demolition Permits: 1

- 1 – 677 Griffin Road

(4) Zoning Changes: 1

- 1 – 1218 Campbellton Avenue

(5) Planning and Zoning Hearing: 0

(6) Signage Permit: 6

- 1 – 1150 Motel Drive – Replacing Signage
- 2 – 1611 Main Street – Replacing Signage/New
- 3 – 722 5th Street – Temporary signage
- 4 – 709 7th Street – Replacing Signage/New
- 5 – 1138 Main Street – Replacing pre-existing/New
- 6 – 1138 Main Street – New Signage

(7) Site Plan Reviews: 0**(8) Development Orders: 1**

- 1 – 1680 Main Street

(9) Request to Site Manufactured Home Unit: 0**(10) Request for Certificate of Appropriateness: 0****(11) Construction Permits: 0****(12) Zoning Verifications: 4**

- 1 -1611 Main Street
- 2 – 1695 Main Street
- 3 – 1310 N. Railroad Avenue
- 4 – 705 7th Street

(13) Solicitor Permit: 0**(14) Alcoholic Beverages and Tobacco: 0**

Permit Report

03/01/2024 - 03/31/2024

| Permit # | Permit Type | Permit Type | Permit Type | Applicant Name | Description | Land Use Designation | Owner Name | Parcel # | Parcel Address | Flood Zone | Main Status |
|----------|-------------|-------------|-------------|----------------|-------------|----------------------|------------|----------|----------------|------------|-------------|
|----------|-------------|-------------|-------------|----------------|-------------|----------------------|------------|----------|----------------|------------|-------------|

Group: Business License

| | | | | | | | | | | | |
|----------------|------------------|------|--|----------------------------|--------------------------|------------|-------------------------|-----------------------|--------------|----|--------|
| 573 | Business License | | | Hometown Veterinary Center | Business License | Commercial | NELSON CONNIE | 00000000-00-2112-0000 | 705 7TH ST | No | Closed |
| 554 | Business License | Sign | | Vo's Nails | Business License/Signage | Commercial | SWISS CAPITAL GROUP LLC | 00000000-00-2325-0005 | 1611 MAIN ST | No | Closed |
| Group Total: 2 | | | | | | | | | | | |

Group: Demolition

| | | | | | | | | | | | |
|----------------|------------|--|--|-----------------|---------------------|------------|-----------------|-----------------------|----------------|----|--------|
| 557 | Demolition | | | City of Chipley | Demo Music Building | Recreation | CITY OF CHIPLEY | 00000000-00-1955-0000 | 677 GRIFFIN RD | No | Closed |
| Group Total: 1 | | | | | | | | | | | |

Group: Land Use Compliance

| | | | | | | | | | | | |
|-----|---------------------|--|--|-----------------|--------------------|--------------------------------|-------------------------------|-----------------------|-----------------------|----|--------|
| 576 | Land Use Compliance | | | Jeff McNair | Electrical Upgrade | Low Density Residential | JEFFREY MCNAIR | 00000000-00-2729-0000 | 581 5TH ST | No | Closed |
| 574 | Land Use Compliance | | | Jason Waits | Solar Installation | Low Density Residential | JASON A WAITS | 00000000-00-2169-0003 | 850 FALLING WATERS RD | No | Closed |
| 572 | Land Use Compliance | | | City of Chipley | Solar Installation | Public/Semi-Public/Educational | CITY OF CHIPLEY | 00000000-00-1616-0000 | 671 RUSTIN DR | No | Closed |
| 565 | Land Use Compliance | | | Savanah Arabie | Inground Pool | | Brennan J & Savannah L Arabie | 00000000-00-2258-0114 | 979 HAYWOOD DR | No | Closed |

Section I, Item5.

| | | | | | | | | | | |
|-----|---------------------|-------------------|----------------------|------------------------------|-------------------------|------------------------------|-----------------------|---------------------------|----|--------|
| 564 | Land Use Compliance | | Glenda Aycock | Porch Addition | Low Density Residential | GLENDAY AYCOCK | 00000000-00-1825-0033 | 787 GILBERT DR | No | Closed |
| 560 | Land Use Compliance | | Eric & Amber Ivey | Home Improvements | Low Density Residential | Eric & Amber Ivey | 00000000-00-1568-0000 | 659 2ND ST | No | Closed |
| 559 | Land Use Compliance | | Mollie Tyus | Roof Replacement | Low Density Residential | MOLLIE E TYUS | 00000000-00-2169-0000 | 855 EARL ST | No | Closed |
| 556 | Land Use Compliance | | Iauction Group 7 LLC | Roof Replacement | Low Density Residential | Iauction Group LLC | 00000000-00-1875-0000 | 731 5TH ST | No | Closed |
| 555 | Land Use Compliance | | Jimmie Cooper | Playhouse 14x8 | Low Density Residential | JIMMIE L COOPER | 00000000-00-1285-0000 | 610 MARTIN LUTHER KING DR | No | Closed |
| 553 | Land Use Compliance | | Crystal Carter | Solar Installation | Low Density Residential | DERRELL A & CRYSTAL N CARTER | 00000000-00-1588-0000 | 630 4TH ST | No | Closed |
| 552 | Land Use Compliance | | Sharon Harrell | Roof Replacement | Historic Commercial | SHARON HARRELL | 00000000-00-1366-0000 | 808 MAIN ST | No | Closed |
| 551 | Land Use Compliance | Sign | Brad Sanders | Sign Replacement | Commercial | SHANTI OM INVESTMENTS LLC | 00000000-00-2343-0000 | 1150 MOTEL DR | No | Closed |
| 550 | Land Use Compliance | | Justin Trott | Electrical Pole | Low Density Residential | JUSTIN & CRISTINA TROTT | 00000000-00-2950-0000 | 1264 PLUM AVE | No | Closed |
| 549 | Land Use Compliance | | Anthony Mark | Solar Installation | Low Density Residential | ANTHONY & CHARITY MARTIN | 00000000-00-2118-0001 | 847 8TH ST | No | Closed |
| 548 | Land Use Compliance | | Allen P Rhodes | New construction of a garage | Low Density Residential | ALLEN & MELISSA RHODES | 00000000-00-1525-0000 | 622 PEAR ST | No | Closed |
| 526 | Land Use Compliance | Development Order | Waffle House Inc | EV Charging Stations | Commercial | WAFFLE HOUSE INC | 00000000-00-2341-0007 | 1680 MAIN ST | No | Closed |

[illegible]

Group Total: 16

Group: Sign

| | | | | | | | | | | | |
|----------|--|--|--|------------------------------|-------------|------------|-------------------------------|-----------------------|----------------|----|--------|
| 571 Sign | | | | Teresa Shannon | Signage | Commercial | CORBIN VENTURE PROPERTIES LLC | 00000000-00-2135-0000 | 1138 MAIN ST | No | Closed |
| 570 Sign | | | | Mandy Cook | (2) Signage | Commercial | CORBIN VENTURE PROPERTIES LLC | 00000000-00-2135-0000 | 1138 MAIN ST | No | Closed |
| 569 Sign | | | | Sherie Owens Graham Mitchell | Signage | Commercial | Regina Sherie Owens Graham | 00000000-00-1824-0000 | 705-709 7TH ST | No | Closed |

Group Total: 3

Group: Tree Removal

| | | | | | | | | | | | |
|-----|--------------|--|--|-----------------|-----------------|--------------------------------|------------------------|-----------------------|--------------|----|--------|
| 577 | Tree Removal | | | City of Chipley | Tree Removal | Low Density Residential | LARRY & MARY L EVINS | 00000000-00-1108-0000 | 721 PECAN ST | No | Closed |
| 568 | Tree Removal | | | City of Chipley | Tree Removal | Recreation | CITY OF CHIPLEY | 00000000-00-1938-0000 | 784 5TH ST | No | Closed |
| 567 | Tree Removal | | | City of Chipley | Tree Removal | Public/Semi-Public/Educational | CITY OF CHIPLEY | 00000000-00-1341-0000 | 672 5TH ST | No | Closed |
| 562 | Tree Removal | | | Patricia Dedge | Tree Removal | Low Density Residential | SHIRLEY J DEDGE ESTATE | 00000000-00-1255-0000 | 730 MAIN ST | No | Closed |
| 561 | Tree Removal | | | Kevin Russell | 3 Trees Removed | Low Density Residential | KEVIN RUSSELL | 00000000-00-1574-0000 | 640 3RD ST | No | Closed |

Section I, Item 5.

| | | | | | | | | | | |
|-----|--------------|------|--------------------|----------------------------------|-------------------------|--------------------------------------|-----------------------|------------|----|--------|
| 558 | Tree Removal | Sign | Stephanie Gustason | Tree Removal / Temporary Signage | Low Density Residential | Stephanie & Reynold Ames Jr Gustason | 00000000-00-1911-0000 | 722 5TH ST | No | Closed |
| | | | | | | | | | | |

Group Total: 6

Group: Zoning Change

| | | | | | | | | | | |
|-----|---------------|--|--------------------|-----------------|-------------------------|--------------------|-----------------------|-----------------------|----|--------|
| 527 | Zoning Change | | Debra McGhee Davis | Small Amendment | Low Density Residential | DEBRA MCGHEE-DAVIS | 00000000-00-2698-0001 | 1218 CAMPBELL TON AVE | No | Closed |
| | | | | | | | | | | |

Group Total: 1

Group: Zoning Verifications

| | | | | | | | | | | |
|-----|----------------------|--|-----------------|------------------|---------------------|---------------------------|-----------------------|--------------------------|----|--------|
| 566 | Zoning Verifications | | Spa Chicks | Business License | Historic Commercial | GODFREY WARD G JR TRUSTEE | 00000000-00-1386-0000 | 1308 & 1310 RAILROAD AVE | No | Closed |
| 563 | Zoning Verifications | | Platinum Arcade | Business License | Commercial | LGS INVESTMENTS LLC | 00000000-00-2336-0003 | 1695 MAIN ST | No | Closed |
| | | | | | | | | | | |

Group Total: 2

Total Records: 31

4/1/2024



SCOTT THOMPSON, Chief of Police

Chipley Police Department City of Chipley, Florida

1430 JACKSON AVENUE, • P.O. BOX 1007 • CHIPLEY, FLORIDA 32428
PHONE (850) 638-6310 • FAX (850) 638-6327

MONTHLY ACTIVITY REPORT March 1 to March 31, 2024

| OFFENSE | NUMBER |
|----------------------|--------|
| INFORMATION | 4 |
| WARRANT SERVICE | 11 |
| TRAFFIC STOP | 2 |
| SUSPICIOUS INCIDENT | 1 |
| BAKER ACT | 1 |
| BURGLARY(RESIDENCE) | 2 |
| BURGLARY(BUSINESS) | 0 |
| DISTRUBANCE | 6 |
| HIT AND RUN | 0 |
| SHOTS HEARD | 0 |
| CRIMINAL MISCHIEF | 2 |
| VEHICLE ACCIDENT | 0 |
| ABANDONED PROPERTY | 2 |
| LOST/STOLEN PROPERTY | 2 |
| HARASSMENT/THREATS | 2 |
| DECEASED PERSON | 2 |
| BATTERY | 1 |
| CIVIL ISSUE | 2 |
| THEFT | 9 |
| TRESPASSING | 3 |
| SEX OFFENSE | 1 |
| DRUG CASE | 8 |
| COUNTERFEIT MONEY | 1 |
| MARCHMAN ACT | 1 |
| ANIMAL COMPLAINT | 1 |
| FRAUD | 1 |
| STOLEN VEHICLE | 1 |
| MISSING JUVENILE | 1 |
| KIDNAPPING | 1 |
| | 68 |



SCOTT THOMPSON, Chief of Police

Chipley Police Department City of Chipley, Florida

1430 JACKSON AVENUE, • P.O. BOX 1007 • CHIPLEY, FLORIDA 32428
PHONE (850) 638-6310 • FAX (850) 638-6327

TOTALS

| | FEB (LAST MONTH) | MAR (THIS MONTH) |
|-------------------|---------------------|---------------------|
| TRAFFIC CITATIONS | 13 | 23 |
| TRAFFIC WARNINGS | 69 | 170 |
| TRAFFIC CRASHES | 18 | 09 |

MARCH 1 to MARCH 31, 2024

Traffic Crash Summary

| <u>Date</u> | <u>Time</u> | <u>Road</u> | <u>Closest Crossroad</u> | <u>Intersection</u> | <u>Form</u> |
|-------------|-------------|---------------|--------------------------|--------------------------|-------------|
| 03/1 | 1001am | HWY 77 | Brickyard Rd | Not Intersection Related | Long |
| 03/4 | 1201pm | US 90 | EAST BLVD | Not Intersection Related | Short |
| 03/4 | 204pm | CHURCH AVE | PARKING LOT | Not Intersection Related | Short |
| 03/5 | 1210pm | Hwy 77 | Nadia Ave | Not Intersection Related | Short |
| 03/6 | 500pm | 1621 Main St | Parking Lot | Not Intersection Related | Short |
| 03/17 | 830pm | 1621 Main St. | HWY 77 | Intersection Related | Short |
| 03/21 | 425PM | 1621 Main St | Parking Lot | Not Intersection Related | Short |
| 03/27 | 1034AM | 1611 Main St | Parking Lot | Not Intersection Related | Long |
| 03/29 | 0435pm | U.S. 90 | HWY 77 | Not Intersection Related | Short |



City of Chipley

Public Works Office MARCH Activity Report From: Guy Lane



The following is a list of routine monthly duties and additions to by departments:

Bldg. Maintenance

Routine checks of all city buildings/Routine weekly checks of all flags, cleaning of all parks, removing trash and cleaning and stocking bathrooms/Routine monthly checks of all traffic signals, crosswalks and playground equipment at parks/Escorted Cross Country Exterminators to city buildings for monthly sprayings/Removed trash from Glenwood Cemetery weekly/Removed trash downtown twice weekly/Marked off one plot at Glenwood Cemetery/Built two new gates for Shivers Park/Replaced one light switch for Parks & Recreation Department in their shop/Installed work bench and cabinet under wash rack at Public Works/Took damaged flags and picked up repaired flags from Dothan/Went to Lowe's in Marianna to buy materials for projects/Fixed broken door in women's bathroom and repaired lights in bathrooms at Jim Trawick Park/Replaced back door keypad lock at Public Works/Reset timers on antique street lamps downtown due to time change/Put city logo decals on new Freightliner debris truck/Replaced all light bulbs around the concession stand at Jim Trawick Park/Repaired 4 antique street lamps downtown/Took down big USA flag twice during month due to inclement weather conditions/Repaired a broken tile and clogged drain at Chamber of Commerce Building/Checked all electrical, sprayed ant poison and cleaned and stocked bathrooms at the Farmer's Market for Thursday Night Lights event/Cleaned, stocked and checked electrical at Gilmore Park for an event/Cleaned and stocked Shivers Park twice daily for school events and community Easter egg events/Replaced the old door locks with new keypad locks at the bathrooms at Farmer's Market.

Street

Mowed city right of ways/Maintained ditches/Sign maintenance/Equipment maintenance/Maintained streets, sidewalks, and driveways/Special pickups/Limb & leaf pickup/Replaced sections of sidewalk at City Hall/Mowed ditches with Mini-X/Cut low hanging limbs in various locations/Hauled off trees from 5th Street and 3rd Avenue cut down by Florida Power & Light on our right of ways/Put together and installed benches at Splash Pad for Parks & Recreation Department/Installed driveway pipe on 7th Street/Assisted Water Department with Beef O'Brady's water tie in and with sidewalks on Hwy. 90 two locations and at Florida Power & Light site/Assisted Building Maintenance cleaning parks and building bird bath at Glenwood Cemetery/Hauled spoiled dirt.

Gas

Locate Tickets (35)/Gas calls (3)/New Service (1)/Pressure test (7)/Replaced meter sets (1)/Pulled inactive meters (2)/Replaced gas warning signs (0)/Service Availability request (0)/Abandonments (0)/Performed rectifier and field odorization test/Performed valve maintenance/Took C.P. readings/Perform atmospheric corrosion/Changed gas charts 4 times for the month/Animal Complaints (4)/Cats Impounded (1)/Dogs Impounded (3)/Dead animal pick-up (1)/Dog bites (0)/(1)/Gas Disconnects (1)/Assisted Water Department with leak on 2nd Street/Installed larger gas meter at 1131 Wynn Drive/Replaced index housing at National Guard Armory and installed 9 crash poles by gas meter and painted them.

Water

Water Connects (29)/Water Disconnects (23)/ Re-reads (754)/Doorknockers (22)/Non-Payment Disconnects (0)/Non-Payment Reconnects (0)/Replaced meter boxes (0)/Replaced meter box lids (0)/Hydrant meter sets (1)/Locates (23)/Service leaks (5)/After-hours service leaks (1)/Water main breaks (1)/Service availability request (1)/Water taps (0)/Assisted Gas Department with spotting line on Hwy. 90/Assisted Building Maintenance Department with gates at parks/Monitored bore crew at Washington County Ag Center/Tied in bore at Ag Center and abandoned line crossing Hwy. 90/Weed-eated around fire hydrants in all wards/Poured sidewalk back on Hwy. 90 at Ag Center and at Florida Power & Light site/Checked pressure at trailer park on Coleman Avenue/Took lead & copper samples/Assisted with bird bath at Glenwood Cemetery/Pressure washed sidewalk at Jim Trawick Park/Reports of low pressure at 1377-A Brickyard Road, checked pressure was good at meter/Abandoned services at 1292 Morris Avenue for demo/Abandoned services at 1240 Campbellton Avenue for demo/Repaired leaking toilet at Jim Trawick Park for Parks & Recreation/Monitored bore crew on Hwy. 90.



City of Chipley

RECREATION DEPT.

1442 Jackson Avenue

P.O. Box 1007

Chipley, Florida 32428

(850) 638-6348 Fax: (850) 638-6318

Recreation Department

Report for March 2024

1. Hosted Travel Ball tournament on 3/16.
2. Preparing for upcoming opening day and ball season.
3. Started bathroom construction/repairs.
4. Field Maintenance.
5. Gym maintenance
6. Splashpad Maintenance.
7. Grounds and Janitorial Maintenance.



City of Chipley

Water Utilities Department
P. O. Box 1007
Chipley, Florida 32428
(850) 638-6347 - Fax: (850) 638-6052

April 1, 2024

Water Utilities Department Report for March 2024

To: City Council and Administrator

Wastewater Treatment Facility: The analytical results of the Wastewater Reclamation Facility for the month of February 2024 show no violations. We have not received all the results from March 2024, but what have received show no violations. Continuing to plot sewer lines and cleanouts in diamond maps. Grease trap quarterly inspections. Clean out under drains in drying beds.

Lift Stations: Work underway at Jon Teal and Vo-Tech lift station to place generators. Cut grass. Routine inspections.

Water Wells: The bacteriological samples for the month of March 2024 passed. Check generators weekly. Cut grass.

Spray Field: Routine inspections. Built hose rack for bypass pump hoses. Took down (2) old sheds at spray field.

Locates: 39

Work orders: 9

Sewer Stoppages: 3

Abonnement Sewer Lateral: 3

Replace Clean Out Caps: 0

Sewer Taps: 0

Replace/Repair Sewer Lateral: 0

Development Order: 1

Install Clean Out Boxes: 0

Replace Clean Outs: 0

Repair Sewer Main: 0

Manhole rain guards installed: 2

Demolition Order: 3

Recorded Rainfall for the month: 6.09 inches

Jimmy Cook
 Water Utilities Director

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Resolution No. 24-20 – Excessive Use of Force Policy.

MEETING DATE

Tuesday, April 9, 2024

PREPARED BY

Patrice Tanner, City Administrator

SUMMARY

This resolution will approve a policy prohibiting the use of excessive force by local law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; or fails to adopt and enforce a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of nonviolent civil rights demonstrations within its jurisdiction

RECOMMENDATION

City Staff recommend approval of Resolution No. 24-20.

ATTACHMENTS

1. Resolution No. 24-20.

RESOLUTION NO. 24-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHIPLEY, FLORIDA ADOPTING AN EXCESSIVE USE OF FORCE POLICY; PROVIDING FOR DISTRIBUTION; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Congress of the United States has passed Section 104(1) to the Title I of the Housing and Community Development Act stating that no CDBG funds may be obligated or expended by any unit of general local government that fails to adopt and enforce a policy of prohibiting the use of excessive force by local law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; or fails to adopt and enforce a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location which is the subject of nonviolent civil rights demonstrations within its jurisdiction; and

WHEREAS, the City of Chipley has received a Community Development Block Grant and is required to comply with the Title I of the Housing and Community Development Act; and

WHEREAS, the failure to enforce such policies may cause the CITY to lose its grant or eligibility for future federal grants;

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

- SECTION 1

It is the POLICY of the CITY that excessive force by local law enforcement agencies shall not be used against individuals engaged in lawful and nonviolent civil rights demonstrations within the City boundaries.
- SECTION 2

It is the POLICY of the CITY to enforce applicable state and local laws against the physical barring of an entrance to or exit from a facility or location which is the subject of nonviolent civil rights demonstrations within its jurisdiction.
- SECTION 3

The City Council directs the Police Chief to implement this Resolution by amending applicable police department procedures.

PASSED AND ADOPTED by the City Council of the City of Chipley, Florida, this 9th day of April 2024.

CITY OF CHIPLEY

Tracy L. Andrews, Mayor

ATTEST:

Sherry Snell, City Clerk

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Resolution No. 24-21 – Florida Department of Commerce Agreement Amendment One

MEETING DATE

Tuesday, April 9, 2024

PREPARED BY

Patrice Tanner, City Administrator

SUMMARY

This resolution will approve Amendment One to the Florida Department of Commerce Agreement No. D0190 updating information on the Florida Department of Commerce name change, Agreement Period, and E-Verify. The agreement is effective as of November 12, 2021 and shall continue until the earlier to occur of (a) November 11, 2024, or (b) the date on which either Party terminates the Agreement.

RECOMMENDATION

City Staff recommend approval of Resolution No. 24-21.

ATTACHMENTS

1. Resolution No. 24-21.
2. Agreement No. D0190 Amendment One.

RESOLUTION NO. 24-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHIPLEY, FLORIDA APPROVING AN AGREEMENT AMENDMENT IDENTIFIED AS AMENDMENT ONE TO THE FLORIDA DEPARTMENT OF COMMERCE AGREEMENT NO. D0190 BETWEEN THE STATE OF FLORIDA, DEPARTMENT OF COMMERCE AND THE CITY OF CHIPLEY, FLORIDA.

WHEREAS, the State of Florida, Department of Commerce “Commerce”, and the City of Chipley, Florida “Grantee” entered into agreement D0190 “Agreement”; and

WHEREAS, The Florida Department of Economic Opportunity was renamed to the Florida Department of Commerce; and

WHEREAS, This Agreement is effective as of November 12, 2021 and shall continue until the earlier to occur of (a) November 11, 2024 or (b) the date on which either Party terminates this Agreement.

WHEREAS, Employment Eligibility Verification – E – VERIFY information is updated.

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

1. The City of Chipley hereby approves the State of Florida, Department of Commerce Agreement No. D0190, Amendment One.
2. The City for and in consideration of the covenants and obligations set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, intending to be legally bound hereby agree to perform the duties described herein in the attached Attachment “A”.
3. The Mayor or Mayor Pro-Tem of the City of Chipley be hereby authorized and directed to execute the agreement.
4. A certified copy of this Resolution be forwarded to the FDEO along with the executed Agreement.

PASSED AND ADOPTED THIS 9TH DAY OF APRIL, 2024.

CITY OF CHIPLEY

ATTEST:

Tracy L. Andrews, Mayor

Sherry Snell,
City Clerk

**AMENDMENT ONE
TO GRANT AGREEMENT
BETWEEN
THE FLORIDA DEPARTMENT OF COMMERCE
AND
CITY OF CHIPLEY**

On November 12, 2021, the **State of Florida, Department of Commerce** (“Commerce”), formerly the Department of Economic Opportunity, and **the City of Chipley** (“Grantee”) (collectively the “Parties”), entered into Agreement Number D0190 (“Agreement”), pursuant to paragraph 288.0655(2)(b), Florida Statutes.

WHEREAS, Paragraph D, Modification, of the Agreement provides that any amendment to the Agreement shall be in writing executed by the Parties thereto; and

WHEREAS the Parties wish to amend the Agreement as set forth herein;

NOW THEREFORE, in consideration of the mutual covenants and obligations set forth herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to the following:

1. On July 1, 2023, the Florida Department of Economic Opportunity was renamed to the Florida Department of Commerce (“Commerce”). Effective July 1, 2023, all references to “Department of Economic Opportunity” or “DEO” are hereby replaced with “Florida Department of Commerce” or “Commerce” as appropriate.
2. Paragraph A, Agreement Period, is hereby deleted in its entirety and is replaced by the following:

A. Agreement Period:

This Agreement is effective as of **November 12, 2021** (the “Effective Date”) and shall continue until the earlier to occur of (a) **November 11, 2024**, (the “Expiration Date”) or (b) the date on which either Party terminates this Agreement (the “Termination Date”). The period of time between the Effective Date and the Expiration Date or Termination Date is the “Agreement Period”.

3. Paragraph U, Employment Eligibility Verification – E-VERIFY, is hereby deleted in its entirety, and is replaced by the following:

U. EMPLOYMENT ELIGIBILITY VERIFICATION – E-VERIFY

1. E-Verify is an Internet-based system that allows an employer, using information reported on an employee’s Form I-9, Employment Eligibility Verification, to determine the eligibility of all new employees hired to work in the United States. There is no charge to employers to use E-

Verify. The Department of Homeland Security's E-Verify system can be found at: <https://www.e-verify.gov/>.

2. In accordance with section 448.095, F.S., the State of Florida expressly requires the following:
 - a) Every public agency and its contractors and subcontractors shall register with and use the E-Verify system to verify the work authorization status of all newly hired employees. A public agency or a contractor or subcontractor thereof may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.
 - b) An employer shall verify each new employee's employment eligibility within three (3) business days after the first day that the new employee begins working for pay as required under 8 C.F.R. 274a. Beginning July 1, 2023, a private employer with 25 or more employees shall use the E-Verify system to verify a new employee's employment eligibility.
3. If an entity does not use E-Verify, the entity shall enroll in the E-Verify system prior to hiring any new employee or retaining any contract employee after the effective date of this Agreement.
4. Attachment 1, Scope of Work, Section 6, Invoice Submittal and Payment Schedule has been revised to add subsection 6.5 as follows:

6.5 If the Grantee is a county or municipality that is a rural community or rural area of opportunity as those terms are defined in section 288.0656(2), F.S., the payment of submitted invoices may be issued for verified and eligible performance that has been completed in accordance with the terms and conditions set forth in this Agreement to the extent that federal or state law, rule, or other regulation allows such payments. Upon meeting either of the criteria set forth below, the Grantee may elect in writing to exercise this provision.

 - a. A county or municipality that is a rural community or rural area of opportunity as those terms are defined in section 288.0656(2), F.S., that demonstrates financial hardship; or
 - b. A county or municipality that is a rural community or rural area of opportunity as those terms are defined in section 288.0656(2), F.S., and which is located in a fiscally constrained county, as defined in section 218.67(1). If the Grantee meets the criteria set forth in this paragraph, then the Grantee is deemed to have demonstrated a financial hardship.
5. This Agreement is hereby reinstated as though it had not expired.
6. All other terms and conditions of the Agreement not in conflict with this Amendment remain in full force and effect and are to be performed as specified in the Agreement.

~Remainder of this page left intentionally blank~

IN WITNESS HEREOF, by signature below, the Parties agree to abide by the terms, conditions, and provisions of Agreement D0190, as amended. The terms of this Amendment will become effective as of November 12, 2023.

CITY OF CHIPLEY

FLORIDA DEPARTMENT OF
COMMERCE

By

Signature

Tracy L. Andrews

Title

Mayor

Date

April 9, 2024

By

Signature

J. Alex Kelly

Title

Secretary

Date

Approved as to form and legal sufficiency,
subject only to full and proper execution by
the Parties.

OFFICE OF GENERAL COUNSEL
FLORIDA DEPARTMENT OF COMMERCE

By: _____

Approved Date: _____

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Resolution No. 24-22 – FDEP State Revolving Fund Loan Program – Drinking Water Facilities Plan

MEETING DATEPREPARED BY

Tuesday, April 9, 2024Patrice Tanner, City Administrator

SUMMARY

This resolution will approve the submission of a FDEP State Revolving Fund Loan Program Application for a Drinking Water Facilities Plan. The Florida Statutes provide for loans to local government agencies to finance the construction of water distribution systems. The State Revolving Fund loan priority list designates Project No. DW67014 as eligible for available funding. The total cost for the Facilities Plan to be prepared is \$100,000. This project is funded 50%/50% loan and grant. This Facilities Plan will include a listing of projects that need to be done in the city and will be required to apply for funding through the FDEP SRF Program.

RECOMMENDATION

City Staff recommend approval of Resolution No. 24-22.

ATTACHMENTS

1. Resolution No. 24-22.

RESOLUTION NO. 24-22

A RESOLUTION OF CITY OF CHIPLEY, FLORIDA, RELATING TO THE STATE REVOLVING FUND LOAN PROGRAM; MAKING FINDINGS; AUTHORIZING THE LOAN APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCES; PROVIDING FOR CONFLICTS, SEVERABILITY, AND EFFECTIVE DATE.

WHEREAS, the Florida Statutes provide for loans to local government agencies to finance the construction of water distribution systems; and

WHEREAS, the Florida Administrative Code rules require authorization to apply for loans, to establish pledged revenues, to designate an authorized representative; to provide assurances of compliance with loan program requirements; and to enter into a loan agreement; and

WHEREAS, the State Revolving Fund loan priority list designates Project No. DW67014 as eligible for available funding; and

WHEREAS, the City of Chipley, Florida, intends to enter into a loan agreement with the Department of Environmental Protection under the State Revolving Fund for project financing.

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

SECTION I. The foregoing findings are incorporated herein by reference and made a part hereof.

SECTION II. The City of Chipley, Florida, is authorized to apply for a loan to finance the Project.

SECTION III. The revenues pledged for the repayment of the loan are net water and sewer system revenues after payment of debt service on the City's Series 2022 Water and Sewer System Revenue Bonds; the Series 2006 Water and Sewer System Revenue Bonds and FDEP Clean Water State Revolving Fund Loan No. WW670111.

SECTION IV. The City Administrator is hereby designated as the authorized representative to provide the assurances and commitments required by the loan application.

SECTION V. The Mayor is hereby designated as the authorized representative to execute the loan agreement which will become a binding obligation in accordance with its terms when signed by both parties. The Mayor is authorized to represent the City in carrying out the City's responsibilities under the loan agreement. The Mayor is authorized to delegate responsibility to appropriate City staff to carry out technical, financial, and administrative activities associated with the loan agreement.

SECTION VI. The legal authority for borrowing money to construct this project is in accordance with Florida Statutes.

SECTION VII. All resolutions or part of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION VIII. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION IX. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED THIS 9TH DAY OF APRIL, 2024.

CITY OF CHIPLEY

ATTEST:

Tracy L. Andrews, Mayor

Sherry Snell, City Clerk

DRAFT

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Special Event Application – Watermelon Festival Parade

MEETING DATE

Tuesday, April 9, 2024

PREPARED BY

Patrice Tanner, City Administrator

SUMMARY

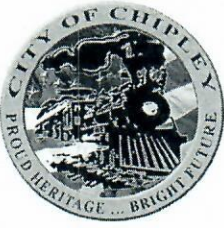
This event will be held on Saturday, June 22, 2024 starting at 10:00 a.m. The Police Department is presenting a new parade route due to the future closing of and safety issue at the Dalton Street crossing.

RECOMMENDATION

City Staff recommend approval of Special Event Application – Watermelon Festival Parade and the 2024 New Parade Route Proposal.

ATTACHMENTS

1. Special Event Application.
2. 2024 New Parade Route Proposal.



City of Chipley

CITY HALL
1442 Jackson Avenue
P.O. Box 1007
Chipley, Florida 32428
(850) 638-6350 Fax: (850) 638-6353



Special Event Application

Name/Organization: Panhandle Watermelon Festival

Address: P O Box 550 Chipley FL 32428

Contact person: Lora Fisher Phone: 850-527-8256 Fax: ✓

E-mail: lora.fisher15@yahoo.com

Type of Event: Festival Parade 10:00AM June 22, 2024

Purpose of Event: To provide the community with a free concert, parade, car show and other free activities on June 21 + 22, 2024

Location of Event: Jim Trawick Park / Ag Center Indoors/Outdoors

Date(s) & Time(s) of Event: June 21 + 22, 2024

Amount of Liability Insurance: Yes \$1,000,000 (attach copy of policy)

Concert ☒ Yes/No ☐ If yes, What type of music? Country

Will food and nonalcoholic beverages be sold? Yes

Will fireworks be displayed? Yes ☒ No ☐ If yes, provide name, license number and pyrotechnic plan to be approved by Fire Chief.

Will amusement rides be available? No

Number of participants anticipated per day: 1500

Are security and/or medical services provided? Yes

Applicant Signature: Lora Fisher Date: 3/27/2024

Approved { } Denied { }

Mayor's Signature: _____ Date: _____

RELEASE AND HOLD HARMLESS AGREEMENT

FOR THE SOLE CONSIDERATION OF the City of Chipley granting permission for the undersigned to conduct a Parade June 22, 2024 10:00 AM on street(s) as provided for in it's letter of request, the undersigned agrees to indemnify and hold harmless the City of Chipley, it's successors, agents and assigns and all other persons, firms or corporations, from any and all claims, demands, damages, actions, causes of actions or suits of any kind or nature whatsoever, and particularly on account of all injuries, both to person and property, which may result from the use of the street(s) as described above, and releases forever discharges the City of Chipley, for any such Claims.

Undersigned hereby declares that the terms of this agreement and lease have been completely read and are fully understood and voluntarily accepted.

IN WITNESS WHEREOF, the undersigned has executed this release, this 27th day of March, 2024.

FIRM OR

ORGANIZATION: Panhandle Watermelon Festival

Lora Fisher
Signature

Lora Fisher
Print Name

Johnnie Pettis
Witness

Jennifer Cook
Witness

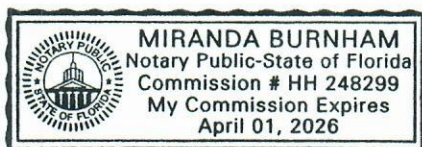
Johnnie Pettis
Print Name

Jennifer Cook
Print Name

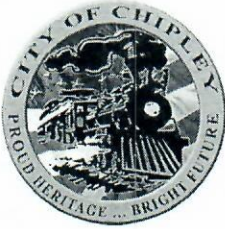
STATE OF FLORIDA
COUNTY OF WASHINGTON

The foregoing instrument was acknowledged before me by Lora Fisher, who is personally known to me or who produced _____ as identification, and who executed the foregoing instrument and acknowledge before me that he/she executed the same freely and voluntarily and for purposes expressed therein.

Witness my hand and seal in the County and State last aforesaid this 27th day of March, 2024.

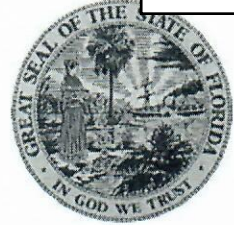


Miranda Burnham
Notary Public



City of Chipley

CITY HALL
 1442 Jackson Avenue
 P.O. Box 1007
 Chipley, Florida 32428
 (850) 638-6350 Fax: (850) 638-6353



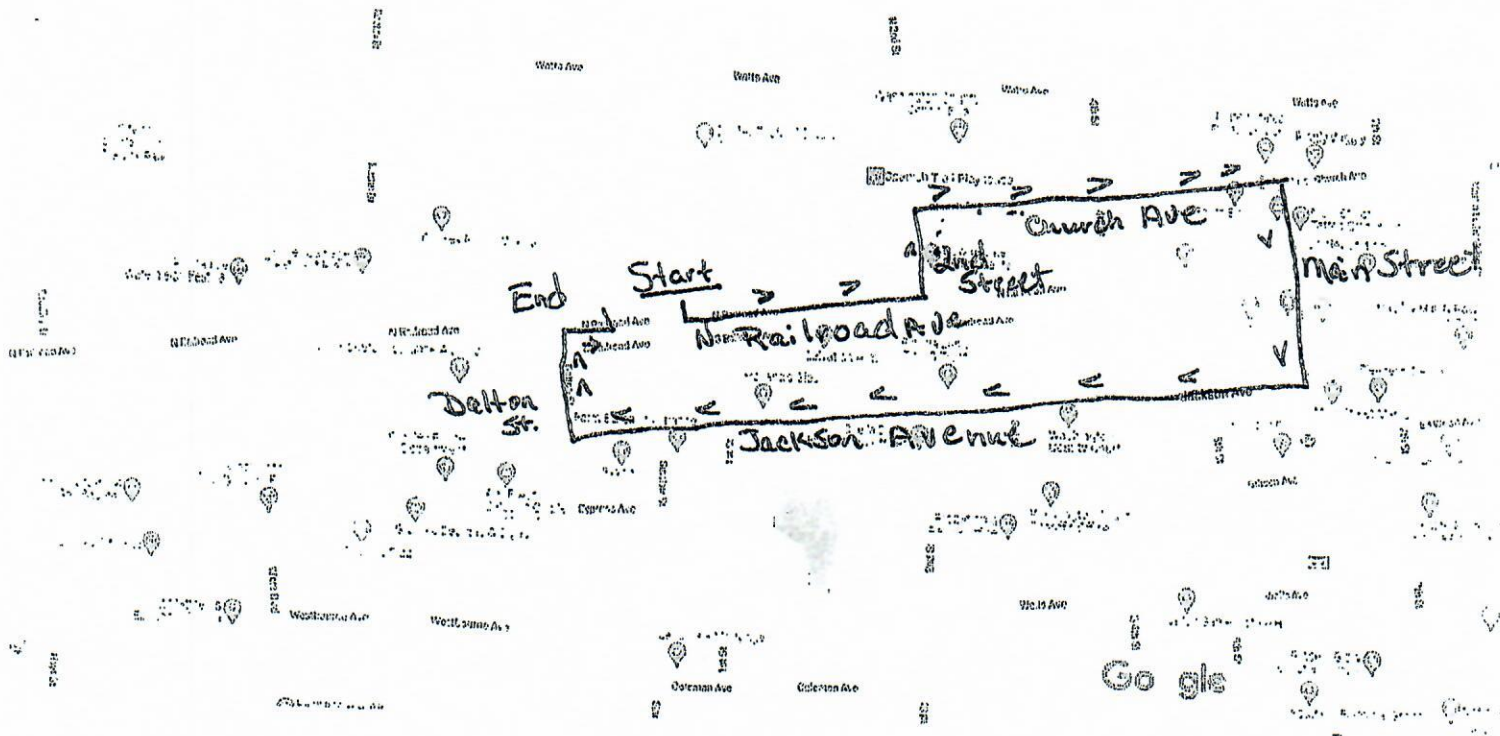
Request for Temporary Closure of City Road/Sidewalk/Alleyway

| | | | | |
|---|---|--|---|-------------------------|
| Name of Organization: Panhandle Watermelon Festival | | Person in Charge: Colby Peel | | Date: 3-27-24 |
| Address of Organization: P.O. Box 550 Chipley FL | | | Telephone Number: 850-258-6290 | |
| Title of Event: Panhandle Watermelon Festival Parade | | | | |
| Date of Event: 6/22/24 | Starting Time of Event: 10:00AM | Duration of Event: 1 hour | Actual Closing Time (Set up of barriers, Etc.) 9:30 - 10:30 | |
| Proposed Parade Route or Road/Sidewalk/Alleyway Closure (Include Exact Road Names and Map of Route): See attached sheet | | | | |
| This section is to be completed when closure is for special event filming. | | | | |
| Liability Insurance Carrier: _____ | | Policy Effective Date: _____ | | |
| Coverage Amount: _____ | | (\$1,000,000 Minimum) | | |
| Length of Coverage: _____ | | Days | | |
| Licenses Pyrotechnics Operator: _____ | | | | |
| License Number: _____ | | | | |
| Approval of Local Fire Department: _____ | | | | |
| Federal Aviation Administration Approval for Low Flying Filming: _____ | | | | |
| Additional Liability Insurance Amount: _____ | | | | |
| PLEASE DO NOT WRITE BELOW THIS LINE | | | | |
| Detour Route (Include Exact Road Names and Map of Detour Route): | | | | |
| Name of Department Responsible for Traffic Control (City Police Department, Sheriff's Department, Highway Patrol): Chipley City Police Department | | | | |
| Special Conditions: Use this route only! | | | | |
| Name of Police Chief: Scott Thompson | Signature of Police Chief: | | Date Signed: | |
| Name and Title of City Official: Patrice Tanner, City Administrator | Signature of City Official: | | Date Signed: | |

PWF Parade Route

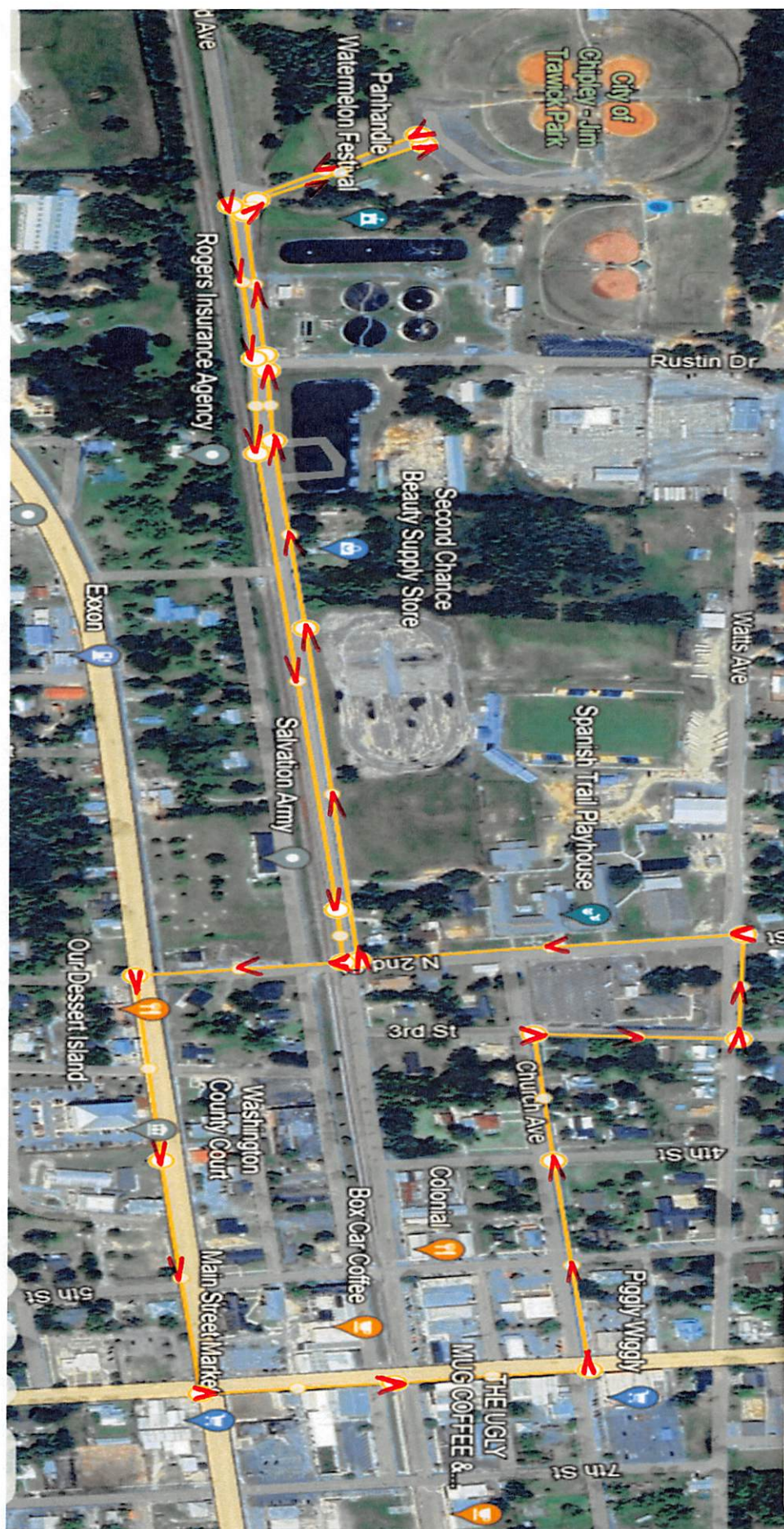
1.31

Section K, Item 4.



No items thrown.
10 floats **estimated**

All groups, individuals participating in parade
will have their own insurance.



CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Verizon Contract – GPS Systems

| | |
|------------------------|------------------------------------|
| MEETING DATE | PREPARED BY |
| Tuesday, April 9, 2024 | Patrice Tanner, City Administrator |

SUMMARY

This will approve a contract with Verizon for GPS system for city vehicles. Verizon was the company with the most references and the lowest cost.

RECOMMENDATION

City Staff recommend approval of Verizon Contract.

ATTACHMENTS

- 1. Reference List

GPS Systems

| <u>Municipality/County</u> | <u>Company</u> | <u>Rating</u> |
|----------------------------------|----------------|----------------------------|
| City of Grand Ridge | Verizon | Very Satisfied |
| City of Marianna | Verizon | Very Satisfied |
| City of Monticello (Police Dept) | Verizon | Very Satisfied |
| Bay County | Verizon | Satisfied (except billing) |
| Jackson County | Verizon | Very Satisfied |
| Washington County | MCA | Satisfied |
| Leon County | Samsara | Does not recommend |



Customer Service: 1-844-617-1100
Customer Service:
www.verizonconnect.com

GENERAL INFORMATION

| | | | | |
|---|----------------------------|-------------------------|---|--------------------------|
| Order Date: April 6, 2024 | Customer Reference Number: | | VCF Salesperson Name: Mike Simmons | Region: CA |
| Company Name: CITY OF CHIPLEY | | | Officer or Owner: PATRICE TANNER | Telephone: 8506386350 |
| Address (Mailing or Invoicing Address): 1442 JACKSON AVE | | | Officer/Owner Email Address: ptanner@cityofchipley.com | Cell Phone: |
| City: CHIPLEY | State: FL | Zip Code: 32428-1600 | Installation Contact if other than Officer/Owner: | Telephone: |
| Please advise your VCF scheduler if there are multiple shipping or installation addresses | | | Accounts Payable Contact, if other than Officer/Owner: | Telephone: |
| | | | Email: | |

SUBSCRIPTION SERVICES:

| QUANTITY | DESCRIPTION | MONTHLY PER UNIT FEE | MONTHLY TOTALS |
|----------|---|----------------------|----------------|
| 52 | Vehicle Tracking Subscription | 15.95 USD | 829.40 USD |
| 1 | Non Powered Asset Tracking Subscription | 8.45 USD | 8.45 USD |

| | | |
|--|-----------------------------|---|
| | TOTAL Monthly AMOUNT | 837.85 USD |
| Agreement Length: 12 Months from the Subscription Start Date. The billing and Service Term shall commence upon the earlier of (i) installation of any Equipment into a Vehicle, or (ii) ninety (90) days from the shipment of the Equipment. | | Excludes Applicable Taxes and Fees |
| | | |

ONE-TIME FEES (per Occurrence):

| QUANTITY | DESCRIPTION | AMOUNT | EXTENDED PRICE |
|------------------------------|----------------------------------|------------------------------------|----------------|
| 10 | Install: VTU+Features or AT Trip | 106.80 USD | 1068.00 USD |
| Total One-Time Fees | | 1068.00 USD | |
| COVERT INSTALLATION: Unknown | | EXCLUDES APPLICABLE TAXES AND FEES | |

ORDER TERMS:

Customer agrees that the purchase and/or licensing of the products and/or services set forth in this order is subject to the terms and conditions in the contract between Verizon Connect Fleet USA LLC (VCF) and GSA Schedule 47QTCA22D00DD that are in effect as of the date the order was received by VCF. The GSA Schedule terms and conditions are available at https://www.gsaadvantage.gov/ref_text/47QTCA22D00DD/0Y078X.3TQK3L_47QTCA22D00DD_47QTCA22D00DD-3-3-2023-697104.PDF. If, in accordance with the terms of the GSA Contract, Customer and VCF have executed an additional separate written agreement ("Customer Addendum") with respect to the products and/or services set forth in this order, the terms and conditions set forth in the Customer Addendum shall also apply with respect to the products and/or services set forth in this order, if there are any discrepancies in the Addendum language and the GSA Schedule, the GSA Schedule Terms and Conditions shall supersede. All orders are subject to product availability. If an item is not in stock at the time you place your order, we will notify you immediately.

Unless otherwise specified, this Order Form is valid for 30 days after the Order Date. Please remit a signed copy of this Order Form to your VCF Salesperson within the validity period.

INSTALLATION NOTES (not valid for changes to billing, payment or other contract terms):

3055 NORTH POINT PKWY

Alpharetta, GA 30022-3074

Fax: (781) 577-4793

SERVICES ORDER FORM

Section K, Item5.

Customer Service: 1-844-617-1100

Customer Service:

www.verizonconnect.com



| | | |
|-----------------------------------|-------|--|
| Customer Name: CITY OF CHIPLEY | | |
| By (signature) | Date: | |

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Public Education – Lead and Copper

MEETING DATE

Tuesday, April 9, 2024

PREPARED BY

Guy Lane, Public Works Director

SUMMARY

This is a Public Education requirement from FDEP. The city completed its triennial Lead & Copper test in September 2023. Five of the twenty houses tested were above the action level for DEP compliance. The City tested the original twenty houses plus twenty more in March of 2024. All forty houses tested below the exceedance threshold.

To eliminate lead in the drinking water, the City will complete a lead service line inventory in the 2024 year. The City will also replace any lead or copper service lines found. The City will continue to test for lead above and beyond what the DEP requires. This additional testing will continue until we get two consecutive acceptable rounds of tests within a twelve (12) month period.

RECOMMENDATION

Discussion

ATTACHMENTS

1. Public Education Notice.



City of Chipley

Section K, Item 6.



PUBLIC WORKS DEPARTMENT
671 Rustin Drive
P.O. Box 1007
Chipley, Florida 32428
(850) 638-6346 - Fax: (850) 638-6314

Date: April 9, 2024

PWS# 1607135

PUBLIC EDUCATION NOTICE

IMPORTANT INFORMATION ABOUT LEAD IN YOUR DRINKING WATER:

The City of Chipley found elevated levels of lead in drinking water in some homes/buildings. Lead can cause serious health problems, especially for pregnant women and young children. Please read this notice closely to see what you can do to reduce lead in your drinking water.

Health Effects of Lead:

Lead can cause serious health problems if too much enters your body from drinking water or other sources. It can cause damage to the brain and kidneys and can interfere with the production of red blood cells that carry oxygen to all parts of your body. The greatest risk of lead exposure is to infants, young children, and pregnant women. Scientists have linked the effects of lead on the brain with lowered IQ in children. Adults with kidney problems and high blood pressure can be affected by low levels of lead more than healthy adults. Lead is stored in the bones, and it can be released later in life. During pregnancy, the child receives lead from the mother's bones, which may affect brain development.

Sources of Lead:

Lead is a common metal found in the environment. Drinking water is one possible source of lead exposure. Other main sources of lead exposure are lead-based paint and lead-contaminated dust or soil, and some plumbing materials. Lead can also be found in certain types of pottery, pewter, brass fixtures, food, and cosmetics. Other sources include exposure in the workplace and exposure from certain hobbies (lead can be carried on clothing or shoes). Lead is found in some toys, some playground equipment, and some children's metal jewelry.

Brass faucets, fittings, and valves, including those advertised as "lead-free," may contribute lead to drinking water. The law currently allows pipes, fittings, and fixtures with up to .25 percent weighted average of lead to be identified as "lead-free".

The city has tested the source water at all three wells. These samples did not contain lead. When water is in contact with pipes, service lines or plumbing that contains lead for several hours, the lead may enter drinking water. Homes built before 1988 are more likely to have lead pipes or

lead solder. EPA estimates that up to 20 percent of a person's potential exposure to lead may come from drinking water. Infants who consume mostly formula mixed with lead-containing water can receive 40 to 60 percent of their exposure to lead from drinking water.

Don't forget about other sources of lead such as lead paint, lead dust, and lead in soil. Wash your children's hands and toys often as they can come into contact with dirt and dust containing lead.

Steps You Can Take to Reduce Your Exposure to Lead in Water:

1. **Run your water to flush out lead.** Run water for 15-30 seconds to flush lead from interior plumbing [Run water for 5 minutes if you have a lead service line or any lead pipes in your home plumbing] or until it becomes cold or reaches a steady temperature before using it for drinking or cooking if it hasn't been used for several hours.
2. **Use cold water for cooking and preparing baby formula.** Do not cook with or drink water from the hot water tap, lead dissolves more easily into hot water. Do not use water from the hot water tap to make baby formula.
3. **Do not boil water to remove lead.** Boiling water will not reduce lead.
4. **Look for alternative sources or treatment of water.** You may want to consider purchasing bottled water or a water filter. Read the package to be sure the filter is approved to reduce lead or contact NSF International at 800-NSF-8010 or www.nsf.org for information on performance standards for water filters. Be sure to maintain and replace a filter device in accordance with the manufacturer's instructions to protect water quality.
5. **Test your water for lead.** Call us at 850-638-6346 to find out how to get your water tested for lead. The Water Spigot at 5806 East Highway 22, Panama City, FL 32404 will test for lead for a fee. You may contact them at 850-871-1900 for more information.
6. **Get your child's blood tested.** Contact your local health department or healthcare provider to find out how you can get your child tested for lead if you are concerned about exposure.
7. **Identify and replace plumbing fixtures containing lead.** Brass faucets, fittings, and valves, including those advertised as "lead-free," may contribute lead to drinking water. The law previously allowed end-use brass fixtures, such as faucets, with up to 8 percent lead to be labeled as "lead free." As of January 4, 2014, end-use brass fixtures, such as faucets, fittings, and valves, must meet the new "lead-free" definition of having no more than 0.25 percent lead on a weighted average. Visit the website at <http://nepis.epa.gov/Exe/ZyPDF.cgi?Dockey=P100LVYK.txt> to learn more about lead-containing plumbing fixtures and how to identify lead-free certification marks on new fixtures.

What Happened? What is Being Done?

The city completed its triennial Lead & Copper test in September 2023. Five of the twenty houses tested were above the action level for DEP compliance. The City tested the original twenty houses plus twenty more in March of 2024. All forty houses tested below the exceedance threshold.

To eliminate lead in the drinking water, the City will complete a lead service line inventory in the 2024 year. The City will also replace any lead or copper service lines found. The City will continue to test for lead above and beyond what the DEP requires. This additional testing will continue until we get two consecutive acceptable rounds of tests within a twelve (12) month period.

If your home was built prior to 1988, and you would like your service line inspected, please contact Public Works at 850-638-6346.

The City does not know the reason for the rise in the 2023 lead levels. The City will continue testing until the lead levels are within range.

For More Information

Call us at **850-638-6346** or visit our website at <https://cityofchipley.com>. For more information on reducing lead exposure around your home/building and the health effects of lead, visit EPA's website at www.epa.gov/lead or contact your health care provider.

City of Chipley
PWS# 1670135

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Speeding on City Streets - Discussion

| | |
|------------------------|------------------------------------|
| MEETING DATE | PREPARED BY |
| Tuesday, April 9, 2024 | Patrice Tanner, City Administrator |

SUMMARY

Council Member McCall requested a discussion about Speeding on City Streets due to the high volume of speeding within the City.

RECOMMENDATION

Discussion.

ATTACHMENTS

CITY OF CHIPLEY
STAFF REPORT

SUBJECT: US DOT Reconnecting Communities and Neighborhoods (RCN) Grant Application
Results – Metric Consulting

| | |
|------------------------|------------------------------------|
| MEETING DATE | PREPARED BY |
| Tuesday, April 9, 2024 | Patrice Tanner, City Administrator |

SUMMARY

Mrs. Suzanne Settoon, Metric Consulting, will discuss the information the US DOT Reconnecting Communities and Neighborhoods (RCN) Grant Application results.

RECOMMENDATION

Discussion

ATTACHMENTS

- 1. Application Results.

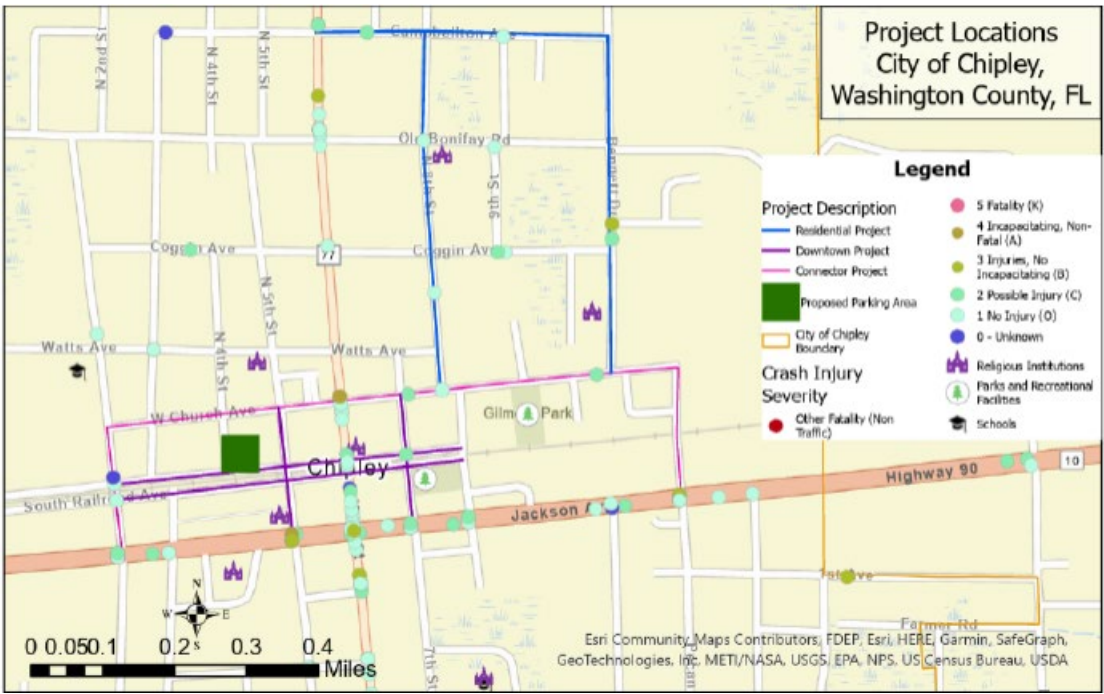
April 4, 2024

City of Chipley
1442 Jackson Avenue
Chipley, FL 32428
Attn: City Council

RE: US DOT Reconnecting Communities and Neighborhoods (RCN) Grant Application Results

Dear City Council,

Metric Consulting assisted the City with it's application to the US Department of Transportation's Reconnecting Communities Grant. The application, titled "Uniting Communities of Chipley through Equitable Access and Mobility", was submitted on September 28th 2023. The City requested \$6,002,198.21 for construction activities involving mobilization, creating shared lanes, stripping paths, installing signage, safe side paths, bike share facilities, parking upgrades, intersection improvements, and sharrow installations.



US DOT announced award FY23 awards on March 13th 2024. The City of Chipley's application was not funded. The DOT awarded \$3.3 billion in funding to 132 projects through the program. A total of 555 applications were not funded, for a grand total of 687 applicants and a 19% success rate. Interest in the program was extremely high, with applications requesting over \$11 billion in grant funding – more than 3 times the amount available. To display the level of limited funding, a total of two capital projects were awarded in the state of Florida.

City staff has already requested a debrief with US DOT to discuss the application and opted to receive technical assistance through Reconnecting Communities Institute. These are steps towards a successful future application to the program.

As your strategic partner, we look forward to collaborating with the City to ensure that the work done within this application is used in future available funding streams and will continue to monitor grant opportunities best suited for success, as well as use the takeaways provided during the de-brief to enhance the application for resubmittal through RCN next cycle.

I will continue to serve as the primary point of contact for this work and can be reached at Suzanne.settoon@metric-consulting.com or by cell phone at (504) 494-4785.

Respectfully,

A handwritten signature in black ink that reads "Suzanne Settoon" in a cursive script.

Suzanne Settoon
Vice President
Disaster Recovery & Resiliency

CITY OF CHIPLEY
STAFF REPORT

SUBJECT: Ordinance No. 983 (First Reading) – Amendment to the Future Land Use Map

| | |
|------------------------|------------------------------------|
| MEETING DATE | PREPARED BY |
| Tuesday, April 9, 2024 | Patrice Tanner, City Administrator |

SUMMARY
This Ordinance, if approved, will approve an amendment to the Future Land Use Map changing the land use designation of Parcel # 00-2698-0001 located at 1218 Campbellton Avenue, a total of approximately .417 acres, from Low Density Residential to the High Density Residential Land Use Category.

RECOMMENDATION
City Staff recommend approval of First Reading of Ordinance No. 983.

ATTACHMENTS

- 1. Ordinance No. 983.
- 2. Exhibit A.

ORDINANCE NO. 983

AN ORDINANCE OF THE CITY OF CHIPLEY, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR FUTURE LAND USE CHANGE OF A PARCEL OF PROPERTY WITH PARCEL NO. 00000000-00-2698-0001 LOCATED AT 1218 CAMPBELLTON AVENUE, FROM LOW DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL; PROVIDING FOR AMENDMENT TO THE FUTURE LAND USE MAP; PROVIDING FOR A SMALL SCALE AMENDMENT TO THE ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR THE FILING WITH THE CLERK OF CIRCUIT COURT AND THE FLORIDA DEPARTMENT OF COMMERCE; AND DECLARING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CHIPLEY, FLORIDA, AS FOLLOWS:

SECTION 1. AUTHORITY. The authority for enactment of this Ordinance is Section 2 of the City Code, Sections 163.3187 F.S., 166.021 F.S. and the Comprehensive Plan.

SECTION 2. FINDING OF FACT. The City Council of Chipley, Florida finds:

- A. A public hearing has been held by the City Council after “due public notice”; and
- B. This amendment involves changing the Future Land Use designation imposed on a parcel of property with Parcel No. 00000000-00-2698-0001 located at 1218 Campbellton Avenue from Low Density Residential to High Density Residential; and
- C. This amendment is consistent with the City Land Use Regulations and the adopted Comprehensive Plan and is in the best interest of the City and its citizens.

SECTION 3. PURPOSE. The purpose of this Ordinance is to adopt a small-scale comprehensive plan amendment to the City of Chipley Comprehensive Plan also known as Ordinance 983. The amendment is identified as 24S1 and is described in Section 4 herein.

SECTION 4. FUTURE LAND USE MAP AMENDMENT. The Future Land Use Map of the City of Chipley, Florida, is hereby amended by changing the Future Land Use category imposed on a certain parcel of property with Parcel No. 00000000-00-2698-0001 located at 1218 Campbellton Avenue, containing a .417 acre parcel more or less, from Low Density Residential to High Density Residential, and as more specifically described as follows:

SUBJECT PARCEL – Parcel I.D. # 00000000-00-2698-0001.

COMMENCE AT THE SW CORNER OF LOT 10, BLOCK “A” OF
HAGERMAN ADDITION TO THE TOWN OF CHIPLEY, FLORIDA IN

SECTION 33, TOWNSHIP 5 NORTH, RANGE 13 WEST; THENCE RUN EAST ALONG THE NORTH BOUNDARY LINE OF CAMPBELLTON AVENUE 529 FEET TO THE TO THE POINT OF BEGINNING; THENCE N 01 DEGREES 20’ WEST FOR 200 FEET; THENCE NORTH 89 DEGREES 20’ EAST FOR 91.0 FEET MORE OR LESS TO THE EAST BOUNDARY LINE OF LOT 11, BLOCK “A”; THENCE S01 DEGREES 20’ EAST FOR 200 FEET TO THE SOUTHEAST CORNER OF SAID LOT 11 BLOCK “A”; THENCE S89 DEGREES 20’ WEST ALONG CAMPBELLTON AVENUE FOR 91.0 FEET MORE OR LESS TO THE POINT OF BEGINNING.

And also;

The land use change imposed on the subject parcel and map change is shown as Exhibit A, which is attached and made a part hereof by reference.

SECTION 5. EFFECTIVE DATE. The effective date of this plan amendment and ordinance shall be thirty-one (31) days after adoption on the second reading by the City Council, unless the amendment is challenged pursuant to Section 163.3187 of the Florida Statutes. If challenged, the effective date shall be a date a final order is issued by the Department of Economic Opportunity or other appropriate authority, finding the amendment in compliance in accordance with Section 163.3184 F.S.

INTRODUCED at a Regular meeting of the City Council of the City of Chipley, Florida, held at City Hall on the 9th day of April, 2024, and **PASSED** at a Regular meeting of the City Council of the City of Chipley, Florida, held at City Hall on the 14th day of May, 2024.

CITY OF CHIPLEY

Tracy L. Andrews, Mayor

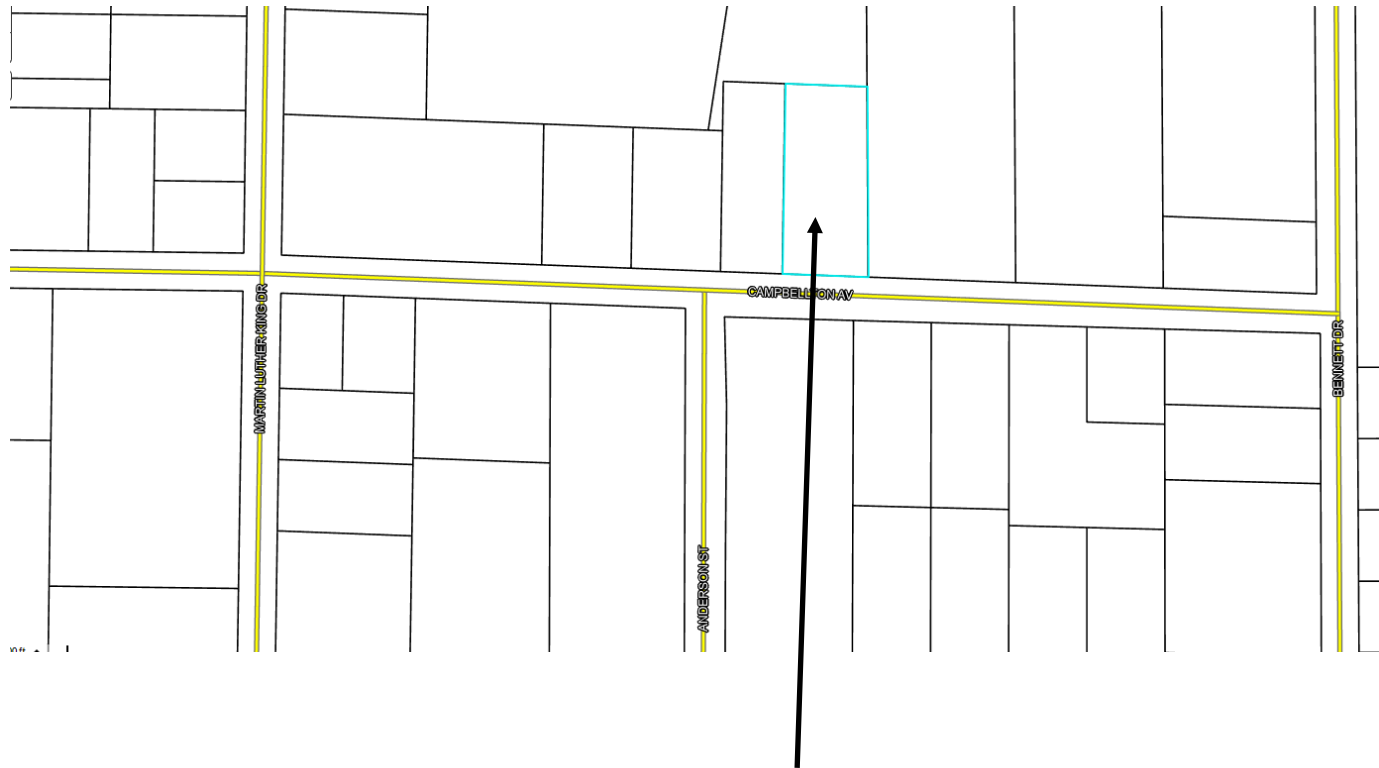
ATTEST:

Sherry Snell
City Clerk

The form and legal sufficiency of the foregoing
has been reviewed and approved by the City Attorney.

Michelle Blankenship Jordan, City Attorney

EXHIBIT A



1218 Campbellton Avenue
Parcel No. 00000000-2698-0001
.417 acres more or less

You are invited to a Zoom webinar.

When: **April 9, 2024 5:00 PM** Central Time (US and Canada)

Topic: **City Council Meeting**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84543450711>

Or One tap mobile :

+13052241968,,84543450711# US

+16469313860,,84543450711# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 305 224 1968 US

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+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

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Webinar ID: 845 4345 0711