City of Chipley
City Council Meeting

November 10, 2026 at 5:00 PM
City Hall - 1442 Jackson Avenue, Chipley, FL 32428

AGENDA

A. CALL TO ORDER

B. PRAYER AND PLEDGE

C. APPROVAL OF AGENDA

D. 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.

E. APPROVAL OF MINUTES

1. Emergency Council Meeting - October 8, 2026
2. Regular Council Meeting - October 13, 2026

F. DEPARTMENT REPORTS

1. 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. Finance Department Report

11. City Administrator Report

G. CONSENT AGENDA

1. **Resolution No. 27-09 -** Florida Department of Environmental Protection Agreement No. DW670140 – Amendment One

2. **Resolution No. 27-10** – Support for Re-designation of Rural Area of Opportunity in Northwest Florida

3. **RFQ No. 2026-01** – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract

4. **Special Event Application** – Veteran's Reunion – Patriot Guard Riders

5. **Resolution No. 27-12** – Florida Department of Law Enforcement State Financial Assistance (SFA) Agreement Drone as First Responder (DFR) Program

H. AGENDA ITEMS

1. **Legislative Priorities** – Liberty Partners of Tallahassee, LLC

2. **Resolution No. 27-11 -** Florida Department of Commerce Agreement No. M0143 – Amendment Five.

3. **Reapprove Award of Bid 2026-03** – Florida Department of Commerce CDBG-DR - North 2nd Street Roadway & Drainage Improvements – Extreme Land Restoration, LLC

4. **Bid No. 2026-03** - Department of Commerce CDBG-DR - North 2nd Street Roadway & Drainage Improvements – Extreme Land Restoration, LLC Construction Contract

5. **Reappointment of Planning & Zoning Commission Members** – Thomas Lancaster and Jim Morris and Appointment of Alternate Member – Joe Moog

6. **Order for Final Judgment of Foreclosure** - 618 9th Street

7. **Legal Framework and Local Options for Regulating Golf Carts and Electric Bicycles (E-Bikes)** - Discussion

8. **Social Media Policy** - Discussion

9. **Chipley Christmas Festival** - Chipley Christmas Village

10. **Abandonment of Roadway** – Grace Assembly @ Chipley

11. **1209 Campbellton Avenue** - Discussion

I. OTHER BUSINESS

J. ADJOURN

K. 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
Emergency Council Meeting
Minutes
October 8, 2026 at 3:00 p.m.

Attendees:
Ms. Tracy Andrews, Mayor
Ms. Cheryl McCall, Council Member
Mrs. Linda Cain, Council Member
Mr. Leonard Blount, Council Member

Absent:
Mr. Kevin Russell, Mayor Pro-Tem

Others Present Were:
Mrs. Patrice Tanner, City Administrator
Mr. Charlie Williams, Captain
Ms. Sherry Snell, City Clerk
Mrs. Michelle Jordan, City Attorney

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 3:14 p.m.

B. AGENDA ITEMS

1. **Resolution No. 27-01 –** Declaration of Local State of Emergency. Mrs. Tanner read the resolution by title:

   A RESOLUTION AND DECLARATION OF A LOCAL STATE OF EMERGENCY BY THE CITY OF CHIPLEY, FLORIDA, A FLORIDA MUNICIPAL CORPORATION, DUE TO THE THREAT POSED BY HURRICANE ISAIAS; AUTHORIZING THE WAIVER OF CERTAIN PROCEDURES AND FORMALITIES; AND PROVIDING AN EFFECTIVE DATE.

   A motion was made by Council Member McCall and seconded by Council Member Cain to approve Resolution No. 27-01 – Declaration of Local State of Emergency. The motion passed unanimously.

E. ADJOURN

The meeting was adjourned by Mayor Andrews at 3:16 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Sherry Snell,
City Clerk

City of Chipley
Council Meeting
Minutes
October 13, 2026 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Mr. Kevin Russell, Mayor Pro-Tem
Mrs. Linda Cain, Council Member
Ms. Cheryl McCall, Council Member
Mr. Leonard Blount, Council Member

Others Present Were:

Mrs. Patrice Tanner, City Administrator
Ms. Sherry Snell, City Clerk
Mr. Guy Lane, Asst. City Admin./Public Works Dir.
Mr. Sam Taylor, Investigator

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 Blount and Mayor Andrews led the pledge to the American Flag.

C. SWEARING IN OF TRACY ANDREWS AND CHERYL MCCALL

The Honorable Christopher Patterson administered the oath of office to Ms. Tracy Andrews and Ms. Cheryl McCall.

D. APPOINTMENT OF MAYOR

A motion was made by Council Member Russell and seconded by Council Member Cain to approve Ms. Tracy Andrews as Mayor. The motion passed unanimously.

E. APPOINTMENT OF MAYOR PRO-TEM

A motion was made by Council Member Cain and seconded by Council Member Blount to approve Mr. Kevin Russell as Mayor Pro-Tem. The motion passed unanimously.

F. APPOINTMENT OF COUNCIL LIASIONS

Mayor Andrews identified the liaisons as follows:

Tracy Andrews: Administration Department, External Affairs, Tourist Development Council (TDC), CRA.
Cheryl McCall: Historic Merchants of Chipley, Planning & Zoning, Police Department.
Linda Cain: Fire Department, Code Enforcement.

Kevin Russell: Public Works/Cemetery, Recreation Department.
Leonard Blount: Industrial Park, Water Utilities Department.

G. APPROVAL OF AGENDA

Mayor Andrews removed Agenda Item #4 – Article 3 – Sexual Offenders and Predators. She then added #4 – Abandonment of Right of Way – Pecan Street.

A motion was made by Council Member Russell and seconded by Council Member Cain to approve the agenda with the deletion/addition. The motion passed unanimously.

H. CITIZENS REQUEST

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No further discussion.

I. APPROVAL OF MINUTES

1. Regular Council Meeting – September 8, 2026
2. Budget Workshop – September 15, 2026
3. Budget Workshop – September 16, 2026
4. Special Council Meeting – September 17, 2026
5. Special Council Meeting Tentative Millage & Budget Hearing – September 17, 2026
6. Special Council Meeting Final Millage & Budget Hearing – September 25, 2026
7. Special Council Meeting – September 29, 2026

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

J. PRESENTATIONS

1. **Community Recognition of Angela Butler –** The City Council recognized Angela Butler for her accomplishments and contributions to broadcasting and media. Ms. Butler and her family were present to accept the proclamation.

2. **Community Recognition of Larry & Sybil Tyndall –** The City Council recognized Larry and Sybil Tyndall for their dedication to honoring and supporting our American Vietnam Veterans. Mr. & Mrs. Tyndall were present to accept the proclamation.

K. CONSENT AGENDA ITEMS

1. **Resolution No. 27-02** – Washington County Local Mitigation Strategy (LMS) Plan. This resolution will approve the Washington County Local Mitigation Strategy (LMS) Plan, which has been approved by both the State of Florida and the Washington County Board of County Commissioners.

2. **Resolution No. 27-03** – Social Media Policy Update. This resolution will update the Social Media Policy to establish clear guidelines governing the City's use and administration of social media and the responsibilities of City officials, employees, volunteers, and authorized representatives.

3. **Resolution No. 27-04** – Florida Department of Environmental Protection Grant Application

Submission – FRDAP – Jim Trawick Park. This resolution will approve the submission of application for the Florida Recreation Development Assistance Program (FRDAP) development of Jim Trawick Park in the amount of $200,000.00. Improvements include: renovation of the exercise trail, playground, baseball field, softball field, picnic facility, batting cages, and restroom; new batting cages, new sidewalks to the batting cages and playground; and new bleachers.

4. **Resolution No. 27-05 –** State of Florida, Department of Commerce – CDBG-NR Grant – Modification Number 2 to Subgrant Agreement. This resolution will approve the State of Florida Department of Commerce, CDBG-NR Grant - Modification Number 2 to Subgrant Agreement to extend the deadline to January 31, 2027.

5. **Resolution No. 27-06** – State-Funded Grant Supplemental Agreement No. SA01- Pecan Street Roadway Resurfacing Project. This resolution approves updated language to the State-Funded Grant Supplemental Agreement No. SA01 for the Pecan Street Roadway Resurfacing Project and extended the project to October 31, 2027.

6. **Resolution No. 27-07** – Florida City Government Week. This resolution will recognize October 19-25, 2026 as Florida City Government Week where the City of Chipley encourages all citizens, city government officials and employees to participate in events that recognize and celebrate Florida City Government Week.

7. **Resolution No. 27-08** – Records Disposition Policy Update. This resolution will update the Records Disposition Policy to ensure compliance with applicable federal and state laws, regulations, and records management requirements.

8. **Award of bid 2026-02** – Florida Department of Agriculture and Consumer Services – City of Chipley Wastewater Improvements – Talcon Group, LLC. The City advertised for the Wastewater Efficiency Improvements Project. This project primarily consists of the replacement and upgrade of key mechanical and electrical equipment to improve system reliability, efficiency, and overall plant performance. Five (5) bids were received, with the low bid from Talcon Group, LLC in the amount of $1,266,499.00. All bids received on March 18th exceeded the available construction funding, with Talcon identified as the apparent low bidder. The bidding documents allowed the City to modify the project scope and negotiate with the lowest bidder when bids exceeded available funding. Since bid opening, DHM and the City have remained in communication with Talcon regarding value engineering of the project, and Talcon has continued to participate in that process. FDACS has also revised the grant scope to correspond with the work now proposed for construction. The resulting $560,000 scope consists of Bid Item No. 1 – two effluent pumps and motors, and Bid Item No. 2 – four blowers and motors. The remaining original bid items are not included in the proposed award. At this point, the recommended $560,000 award is consistent with the revised FDACS-funded scope and the value-engineering provisions included in the original bidding documents. David H. Melvin, Inc. has reviewed the bids and recommends award of bid to Talcon Goup, LLC in the amount of $560,000.00, contingent upon final FDACS approval and Talcon's formal acceptance.

9. **Liberty Partners of Tallahassee, LLC** – Contract Renewal. This will renew the contract with Liberty Partners of Tallahassee, Inc. for a period of twelve (12) months, beginning on November 1, 2026, at a rate of $3,000 per month. There are no changes to the terms of the previous contract.

No further discussion.

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

Mr. Tim Parsons, Liberty Partners of Tallahassee, LLC, provided an update on upcoming legislative meetings. He requested that Council members identify any projects they would like to have presented for discussion at the November meeting.

L. AGENDA ITEMS

1. **Chipley Christmas Festival** – Chipley Christmas Village. The Chipley Christmas F would like to transform the green area around the train depot into a Christmas village featuring approximately 12 small historical buildings, each representing a piece of Chipley's past. Local businesses, organizations families, and community members would have the opportunity to pick which historical building they would like to sponsor. Sponsorships would help fund the construction, maintenance, lighting, storage, and continued expansion of the village. The historical buildings would primarily be positioned around the outer perimeter of the green with the center open.

   Mrs. Crystal Abel stated that the initial phase of the project would include a few buildings arranged as a small village where children could play. She expressed hope that, by next year, the village could be fully set up and remain open throughout the month of December, with vendors participating as well. Mrs. Tanner stated there is a $50 fee for electricity, however, since the city decorations would not be used, the proposed project could serve as an alternative. Mrs. Tanner also stated insurance would be required for this event. Discussion ensued.

   A motion was made by Council Member Russell and seconded by Council Member McCall to approve the Chipley Christmas Festival – Chipley Christmas Village concept and preliminary plans. The motion passed unanimously.

2. **Award of RFQ 2026-01 –** Engineering Design, Planning, Preliminary Engineering Continuing Services. Mrs. Tanner stated the City advertised for Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract. We received fifteen (15) submittals which were scored by SERCAP, Inc. Mrs. Mary Gavin was present to review the overall process of evaluations of the firms.

   Recommendation is that the City Council approve award of RFQ No. 2026-01 – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract to the following firms:

   Water and Wastewater Infrastructure: LJA Engineering, Inc., Ardurra Group, Inc., and Mott MacDonald Florida, LLC.

   Roadway and Drainage Infrastructure: David H. Melvin, Inc., Volkert, Inc., Anchor CEI, and Fisher Arnold.

   Construction Engineering and Inspection (CEI): North Florida Professionals, and Alday-Howell Engineering, Inc.

   This will be subject to negotiations per CCNA for fair and reasonable compensation. Once this has been established, we will work with each firm to prepare contracts and bring them back to the City Council for approval. Discussion ensued.

3. **Property Offer –** 1209 Campbellton Avenue. Mrs. Tanner stated that Mr. Jeremy Wellman expressed interest in acquiring the property located at 1209 Campbellton Avenue. The property was a code enforcement case and was acquired by the City on May 27, 2026. The property is currently not in compliance with City code requirements. The total attorney fees accrued to date are $9,383.62. If the City elects to sell the property to a private party, a resolution authorizing the sale will be required and must be advertised prior to adoption. Mr. Wellman has made an offer of $10,000.00. Mrs. Cain stated she would like to see it listed with the real estate agent. Mr. Russell asked about the policy regarding this. Mrs. Tanner stated that Council could accept the offer or list it. Discussion ensued.

   A motion was made by Council Member Cain and seconded by Council Member Russell to list the property with the realtor. The motion passed unanimously.

4. **Abandonment of Right of Way** – Pecan Street. Mrs. Tanner stated the right-of-way on Pecan Street is 70 feet wide. Habitat for Humanity has already constructed two homes on this street and

plans to build other homes. She stated that she had discussed the options with Attorney [redacted] and due to this being an unusual circumstance with a 70 foot right-of-way, she stated [redacted] proceed with the variance process or abandon a portion of the right-of-way to provide an additional 13 feet, while still leaving 25 feet on the west side of the roadway. There was discussion regarding the fact that the right-of-way constraints were known before the homes were constructed, yet construction proceeded. Mr. Brent Melvin and Mr. Guy Lane both confirmed that there were no utility conflicts associated with the ongoing Pecan Street Resurfacing project. Mrs. Tanner stated she needed Council to let her know if she could move forward with a survey and Ordinance to abandon the right-of-way.

A motion was made by Council Member Cain and seconded by Council Member Blount to move forward with the abandonment of right-of-way located on Pecan Street. The motion passed with four (4) ayes and one (1) naye, with Council Member McCall being opposed.

Mr. Russell asked if we had done a study of city streets to address any issues. Mrs. Tanner stated we have not, but could look at doing one.

M. OTHER BUSINESS

Mr. Russell asked for an update on the library expansion. Mr. Brent Melvin gave an update. Mrs. Tanner stated she would ask Mrs. Rountree to attend the November Council meeting to give an update.

Mr. Russell inquired about the attorney evaluation process. Mrs. Tanner stated she was working on it. Mr. Russell also asked about the hiring process for the Finance Department and Public Works positions. Mrs. Tanner stated that both positions were in process. Ms. McCall inquired about employee evaluations and raises, which led to an extended discussion among the Council and Mrs. Tanner regarding the matter.

N. ADJOURN

The meeting was adjourned by Mayor Andrews at 6:04 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	MBJ Reviewed	Notes	Status
26-001	1/13/2026 10:42:23	tdonjuan@cityofchipley.com	Document/Contract Review	**Can you provide me with a total for the lien and attorney fees for Case No. 808, Redd Whyte, LLC, 550 Bennett Drive?**	1/13/2026	1/20/2026	Tamara Donjuan	1/19/2026	Sent total to TD	complete
26-002	2/12/2026 12:28:48	ptanner@cityofchipley.com	Draft Document	**City Council asked that you prepare a policy for the cemetery per the discussion at the January meeting. I have attached the minutes and I am emailing the audio of the meeting so you can hear what they are looking for. Thank you.**	2/12/2026	3/2/2026	Patti Tanner	6/8/2026	Sent cemetery and animal control ordinances to PT	complete
26-003	2/17/2026 13:53:15	tdonjuan@cityofchipley.com	Document/Contract Review	**Michelle these are two code enforcement cases that have tax deed surplus. Will you complete them for the city. 550 Bennett Dr and 499 Martin Luther King Dr**	2/17/2026	3/3/2026	Tamara Donjuan	2/27/2026	Sent surplus claim forms to TD	complete
26-004	2/20/2026 14:06:04	ptanner@cityofchipley.com	Draft Document	**We need legal authority letters for the attached resolution please.**	2/20/2026	2/24/2026	Patti Tanner	3/2/2026	Sent letters to PT	complete
26-005	4/14/2026 10:20:43	tdonjuan@cityofchipley.com	Request for Memo to Administration/Staff (Legal Research)	**Pamela Moore Etal & David Marshall, 869 Chesnut Hill, has an active code case. I need a lien amount and attorney fees break down. I will attach the order below. Thank you.**	4/14/2026	4/21/2026	Tamara	4/17/2026	Sent fines to TD	complete
26-006	4/15/2026 10:25:45	ptanner@cityofchipley.com	Draft Document	**Draft amnesty letters to 746 West Blvd/618 Bennett/618 9th Street re: resolution for fees/costs**	4/15/2026	4/22/2026	Patrice Tanner	5/1/2026	Sent draft and memo to PT and TD	complete
26-007	4/16/2026 14:11:07	tdonjuan@cityofchipley.com	Draft Document	**Can you prepare a release of lien for Latonia McKinnie, 1167 6th Ave.? She paid the attorney fees on 11/13/25. I have attached the order for your reference.**	4/16/2026	4/23/2026	Tamara Donjuan	5/1/2026	Sent draft to TD	complete
26-008	4/24/2026 15:40:18	tdonjuan@cityofchipley.com	Draft Document	**Attached is the receipt for 1471 S Railroad Ave. Can you please submit a release and cancel the court hearing?**	4/24/2026	5/1/2026	Tamara Donjuan	5/1/2026	Sent draft and memo to TD	complete
26-009	5/13/2026 10:20:05	tdonjuan@cityofchipley.com	Document/Contract Review	**Can you complete a satisfaction for Code Case 470? Attached are the order and receipt for attorney fees.**	5/13/2026	5/20/2026	Tamara Donjuan	5/27/2026	Sent draft settlement and release to TD	complete
26-010	6/24/2026 9:26:08	tdonjuan@cityofchipley.com	Draft Document	**Michelle has there been a satisfaction done for code case 243, Richard L and Diana Barrentine Estate, 1214 Johnson Ave? I have attached the settlement and release document. Will a separate satisfaction be needed? Document attached.**	6/24/2026	6/30/2026	Tamara Donjuan	7/2/2026	Sent draft to TD	complete
26-011	7/22/2026 7:45:13	PTanner@cityofchipley.com	Draft Document	**Michelle, Just a reminder that we will need a deed for the church for 1278 Holley Avenue. Thank you, Patti**	7/22/2026	7/24/2026	Patrice Tanner	7/24/2026	Sent memo and deed and resolutions to PT	complete
26-012	9/2/2026 8:57:13	ptanner@cityofchipley.com	Document/Contract Review	**Attached are the Bid Documents for the North 2nd Street Project. I will have to email you the construction contract because the file is too large.**	9/2/2026	9/3/2026	Patti Tanner	9/3/2026	Sent memo to PT, pending further correspondence	PENDING
26-013	9/4/2026 8:42:11	ptanner@cityofchipley.com	Document/Contract Review	**WildStar is requesting the change to the insurance requirements per our previous discussion. I wanted to send this to you for review prior to adding it to the agenda.**	9/4/2026	9/4/2026	Patti Tanner	9/8/2026	Emailed revisions	Complete
26-014	9/4/2026 8:51:35	ptanner@cityofchipley.com	Document/Contract Review	**We discussed through email the Facebook Policy to be put in place for turning off comments. I am sending you our current Facebook Policy. This one was last addressed in February of 2021.**	9/4/2026	10/1/2026	Patti Tanner	9/21/2026	Sent revised social media policy to PT	Complete

Tracking Number	Timestamp	Email Address	Legal Service Requested	Summary of Request	Date Submitted	Response Deadline	Contact Name	MBJ Reviewed	Notes	Status
26-015	9/4/2026 11:56:05	ptanner@cityofchipley.com	Draft Document	**Sandra Brewer called and asked about a lien reduction application on the following case:** **Code Fines – 746 West Blvd. Mrs. Tanner stated Impulsive Expressions LLC is requesting fines to be waived for property located at 746 West Blvd. Attorney fees as of 07/07/2026 total $2,571,85. Total fines through July 7, 2026 at $61,500.00. Attorney Jordan stated this is an active foreclosure case, but the property has since been brought into compliance. This request was approved previously for a different individual.** **A motion was made by Council Member Russell and seconded by Council Member Cain to collect the attorney fees in the amount of $2,571.85 for the property located at 746 West Blvd. The motion passed unanimously.** **They have not paid the attorney fees as of today.**	9/4/2026	9/8/2026	Patti Tanner	09/15/202	Directed debtor to PT for payment plan	Complete
26-016	9/4/2026 13:24:33	ptanner@cityofchipley.com	Draft Document	**At the August meeting Ms. McCall brought up about registered sex offenders. You stated you would bring additional information regarding this matter to the September meeting. Do we need to add something to the agenda since we do not discuss department reports, or will you just bring it up during the meeting? If we need to add it to the agenda we can do that today because we have a couple of other items to send out today.**	9/4/2026	9/4/2026	Patti Tanner	9/30/2026	Sent proposed redlines and ordinance changes for council review	Complete
26-017	9/9/2026 13:15:52	ptanner@cityofchipley.com	Document/Contract Review	**Please update the attached agreement to include the insurance requirements approved by council on 09/08/2026. Once we receive it back we will get it signed by WildStar.**	9/9/2026	9/11/2026	Patti Tanner	9/18/2026	Emailed approved agreement to PT	Complete
26-018	9/17/2026 13:48:46	ptanner@cityofchipley.com	Request for Memo to Administration/Staff (Legal Research)	**We have someone interested in purchasing 1209 Campbellton. Can you please send me the attorney fees due on this property. And then once I receive the offer I will send it to you for your review prior to placing it on the agenda in October.**	9/17/2026	9/18/2026	Patti Tanner	9/18/2026	Emailed report to PT	Complete
26-019	9/28/2026 15:00:48	ptanner@cityofchipley.com	Document/Contract Review	**Attached is the information we spoke about earlier today from Habitat for Humanity. Please let me know if you need anything else from me so I do not hold up the process. Thank you.**	9/28/2026	9/30/2026	Patrice Tanner	9/29/2026	Pending review of property survey	PENDING
26-020	10/8/2026 8:12:03	ptanner@cityofchipley.com	Draft Document	**As discussed yesteray afternoon, please prepare a Local State of Emergency document for our meeting today at 3 pm.**	10/8/2026	10/8/2026	Patti Tanner	10/8/2026	Sent SOE document to PT	Complete
26-021	10/19/2026 7:14:40	ptanner@cityofchipley.com	Draft Document	**It was brought up in the August meeting about E-Bikes and golf carts. Can you please prepare some information for the November meeting for review and discussion by the City Council on these topics and what other communities are doing.**	10/19/2026	11/3/2026	Patrice Tanner	10/27/202	Sent memo to PT and CMR, preparing memo for November meeting	PENDING

Attorney	Court Judge Docket No.	Parties	Case Status	Case Name	Description	Outside Counsel	Opposing Counsel	Defendant Name	Street Address	
Goldhagen, Matt	**Court:** Washington Co. - County Civil **Case No.** 2024-CA-61 **Judge:** Frederick Peel **Magistrate Judge:** N/A	**Plaintiff(s):** City of Chipley **Defendant(s):** Terry Davis, Washington Co. Clerk of Court and Washington County Tax Collector	5/12/26 - Status Hrg scheduled for 8/10/26. 8/10/26 - Case will be closed if no record activity/settlement in 60 days. Settlement reached. Order of dismissal entered.	COC v. Terry Davis	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		Davis, Terry	504 MLK Dr.	
Goldhagen, Matt	**Court:** Washington Co. - County Civil **Case No.** 2024-CC-094 **Judge:** Colby Peel **Magistrate Judge:**	**Plaintiff(s):** City of Chipley **Defendant(s):** Impulsive Expressions, LLC	2/18/26 - CMC held. 5/12/26 - Status Hrg scheduled for 8/10/26. 8/10/26 - Case will be closed if no record activity/settlement in 60 days.	COC v. Impulsive Expressions, LLC	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	R. Wes Adkison, Esq. Kerry Adkison, P.A. P. O. Box 669 Chipley, FL 32428 Phone: (850) 638-2643 office@adkisonfirm.com kayla@adkisonfirm.com	Impulsive Expressions	746 West Blvd	
Goldhagen, Matt	**Court:** Washington Co. - County Civil **Case No.** 2024-CA-120 **Judge:** Federick Peel **Magistrate Judge:** N/A	**Plaintiff(s):** City of Chipley **Defendant(s):** Gwaun Reed & Ken Naker, Washington Co. Tax Collector	2/23/26 - Need to send discovery once approved by MG. 5/22/26 - Need to Draft MSJ. 7/30/26 - MSJ drafted. 8/10/26 - MSJ filed. 9/3/26 - MSJ hearing scheduled for 10/21/26. 10/21/26 -MSJ granted. Waiting for FSJ to be entered.	COC v. Gwuan Reed	Foreclosure of Code Enforcement Lien / 618 Bennett Dr. & 618 9th St	Matt Goldhagen Blankenship Jordan P.A. 1512 Highway 90 Chipley, FL 32428 matt@blankenshipjordanpa.com (850) 638-9688		Reed, Gwuan	618 Bennett Dr.	618 9th St.

Chipley Redevelopment Agency
P.O. Box 457, 672 5th St. Chipley, FL 32428 | 850.638.4157 | director@washcomall.com

November 2026 Monthly Report to City Council

Dear Mayor and Council Members,

The Community Redevelopment Agency (CRA) continues to make progress in advancing revitalization efforts throughout the district. Grant activity remains steady, with property owners and business operators continuing to show interest in improving their properties and contributing to the overall growth and economic vitality of our community.

Project Activity and Board Updates

CRA staff continues to work closely with grant applicants by offering program guidance, aiding with application requirements, and helping move approved projects forward while ensuring compliance with established guidelines.

During this reporting period, the CRA Board approved one grants, reviewed, and approved the CRA budget, and the new nonprofit application. These actions represent continued progress in supporting property improvements and investment throughout the district. We are pleased to welcome our new Board members and City Council appointees as we begin a new year of continued work and project development. We also extend our sincere appreciation to Susan Williams for her service and contributions to the CRA. Susan's resignation will become effective November 6, 2026, and we wish her all the best in her future endeavors. The process of filling the Administrative Assistant position is underway. Interviews are being conducted, and an announcement will be made once a candidate has been selected.

Operational Priorities and Next Steps

One of the CRA's current priorities is developing a dedicated digital map to provide staff with easier access to important district information, including CRA boundaries, property locations, and designated redevelopment areas. Having this resource available will improve day-to-day operations, aid with project coordination, and provide a clearer picture of redevelopment activity throughout the district. It will also serve as a valuable planning tool as the CRA continues to evaluate projects and identify future opportunities.

Looking Ahead

Moving forward, the CRA will remain focused on responsible grant administration, property improvements, economic development, and strategic investment throughout the district. Priorities include working with current grant recipients, maintaining consistent communication with applicants, supporting the newly appointed Board, and identifying practical ways to strengthen daily operations. We appreciate the continued support and cooperation of the Mayor, City Council, CRA Board members, and community partners. Their involvement is essential to the continued success of our redevelopment efforts. We look forward to building on the progress made and continuing to identify opportunities that benefit the Chipley community.

Sincerely,

Shirley Parrado

Shirley Parrado, MA - CRA Director

City of Chipley

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

November 4, 2026

Chipley Redevelopment Agency
Post Office Box 457
Chipley, Florida 32428

Dear Mrs. Parrado:

The Chipley Redevelopment Agency bank accounts have the following balances as of October 31, 2026:

Account Name	SBA Account	Checking Account	Total Amount
CRA Trust Escrow	$ 82,451.55	$ 8,853.95	$ 91,305.50
CRA Trust Fund	.00	43,422.50	43,422.50
CRA Revolving Loan	.00	6,499.63	6,499.63
Total	$ 82,451.55	$ 58,776.08	$ 141,227.63

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

Sincerely,

Jamie Richter

Jamie Richter
Finance Director

City of Chipley
Community Redevelopment Agency
Revolving Loan Acitivity
Fiscal Year 2026 - 2027

Name	Loan Balance As of 10/01/26	New Loans (10/01/26 - 09/30/27	Principal Paid (10/01/26 to 09/30/27	Balance As of 10/30/2026
Cynthia H. Brown (02/10/22)	9,872.24	0.00	2,649.44	6,723.73
Tiffany Hitchcock (04/12/22)	10,586.37	0.00	2,879.00	7,707.16
Rachel & James Jenkins (05/27/22)	5,412.48	0.00	1,437.11	3,975.34
Mickey Knapp (02/17/25)	18,213.30	0.00	229.58	15,258.67
Totals	**$ 44,084.39**	**$ -**	**$ 7,195.13**	**$ 33,664.90**

	Due Date	Monthly Payment Due	Last Payment
Cynthia H. Brown - 689 3rd St.	10th	255.35	10/28/26
Tiffany Hitchcock - 795 Main St.	13th	255.37	09/09/26
Rachel & James Jenkins - 1323 Watts Ave.	27th	127.67	90/24/26
Mickey Knapp - 1342 North Railroad Ave.	17th	255.37	10/15/26

ALL LOANS ARE CURRENT

Chipley Fire Department

Chipley, FL

Total Incidents per Personnel (5274)

Start Date: **10/1/2026 0:00:00** | End Date: **10/31/2026 23:59:59**

Record Status Select an option

District Select an option

Station Select an option

Shift Select an option

Unit Select an option

Personnel Select an option

Incident Category

All

Average Personnel Responding

8.3

Total Runs

72

Personnel On/Off Apparatus

Personnel	On Apparatus	Off Apparatus	Total # of Incidents	% of All Incidents
201 Aycock, Hunter	60	11	71	98.61%
202 Adams, James	13	18	31	43.06%
204 Ostrowski, Steven	21	33	54	75.00%
205 Finch, Donald	23	39	62	86.11%
206 Adams, Bradly	2	16	18	25.00%
207 Cook, Mathew	3	15	18	25.00%
208 Hobby, Brad	39	18	57	79.17%
209 Webb, Corey	5	7	12	16.67%
210 Gavaller, Jason	35	20	55	76.39%
211 Wilson, Sawyer	4	5	9	12.50%
212 Cook, James	16	22	38	52.78%
213 Lane, Noah	36	23	59	81.94%
214 Odom, Matt	26	28	54	75.00%

215 Burnham, Christopher	12	18	30	41.67%
218 Carter, Ambers	4	1	5	6.94%
221 Aycock, Floyd	15	29	44	61.11%
222 Kilgore, JD	1	3	4	5.56%
223 Bass, Adam	3	4	7	9.72%
224 Hall Jr., Gary	12	26	38	52.78%

Total Incidents per Personnel for Date Range. Shows how many incidents each person responded to, split into incidents on and off apparatus and by incident category (EMS = a medical primary incident type, Fire = a fire primary incident type, Other = everything else). The Unit filter uses the apparatus each person was assigned to. The date range applies to the incident dispatch time. Use the Incident Category input to limit everything on the report to one category of incident (for example Medical or Fire), based on each incident's primary incident type.

Emergency Networking

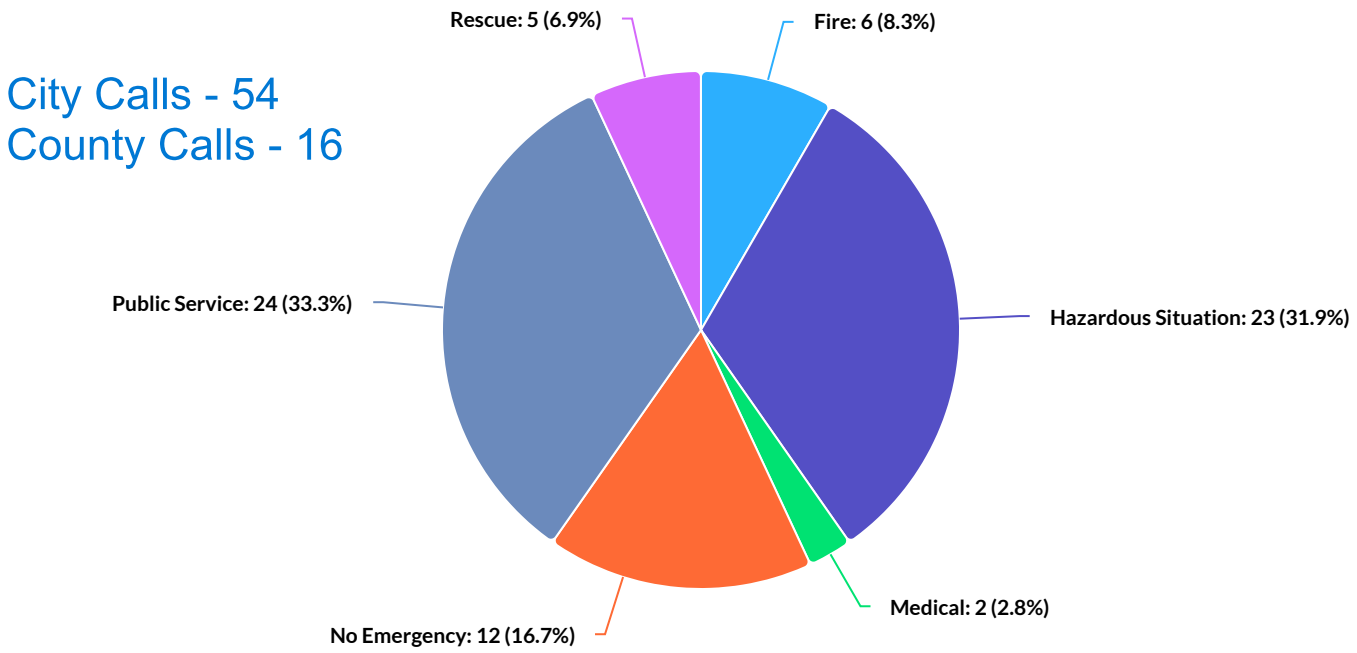
emergencynetworking.com
#5274

Chipley Fire Department

Chipley, FL

Breakdown by Major Incident Types (5530)

Start Date: **10/1/2026 0:00:00** | End Date: **10/31/2026 23:59:59**



Fire	Hazardous Situation	Medical	No Emergency	Public Service	Rescue
6	23	2	12	24	5

Primary Incident Type	Count	Percentage
Building Collapse / Structure Collapse	1	1.39%
Cancelled	6	8.33%
Confined Cooking / Appliance Fire	1	1.39%
Electrical Hazard / Short Circuit	3	4.17%
Electrical Power Line Down / Arcing / Malfunction	15	20.83%
Fire Alarm	3	4.17%
Fuel Spill / Fuel Odor	1	1.39%
Motor Vehicle Collision	6	8.33%
Motor Vehicle Collision Extrication / Entrapment	4	5.56%
No Incident Found Upon Arrival / Location Error	5	6.94%

Obstruction Debris	1	1.39%
Other False Call	1	1.39%
Room and Contents Fire	1	1.39%
Smoke Investigation	1	1.39%
Standby	7	9.72%
Structural Involvement	2	2.78%
Vegetation / Grass Fire	1	1.39%
Vehicle Fire - Passenger	1	1.39%
Weather Response	12	16.67%
Grand Total	**72**	**100.00%**

This report runs off of the Dispatch Time. If you do not have a Dispatch Time in a report it will not show here.

Emergency Networking

emergencynetworking.com
#5530

City of Chipley

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

OCTOBER 2026

1. **Total Active Cases**: **2**

   These cases include multiple violations.
   - Public Nuisance: **12** Violations

2. **New cases opened this month**: **0**

3. **Properties Posted this month**: **0**

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

5. **Cases Closed this Month**: **0**

   These cases include multiple violations.
   - Public Nuisance: **0** Violations
   - **0** of these violations are from previous months.

6. **Courtesy Letters Mailed Out: 7**

7. **Code Enforcement Verification: 5**

   1 – 988 Industrial Drive
   2 – 709 7th Street
   3 – 1309 South Boulevard
   4 – 1222 Campbellton Avenue
   5 – 1311 Plum Avenue

8. **Signage Removal: 12**

9. **Properties with Active Liens: 7**

   1. 746 West Boulevard 4/12/2023 Sent to attorney.
   2. 618 9th Street 6/26/24 Sent to attorney.
   3. 618 Bennett Drive 6/26/24 Sent to attorney.
   4. 504 Martin Luther King Drive 11/21/23 Sent to attorney. **Stay until 02/02/26.**
   5. 1257 Plum Ave 03/04/2025 Liens.
   6. 737 Pecan Street 1/11/24 Sent to attorney.
   7. 566 Martin Luther King Drive 6/26/24 Sent to attorney. **Attorney fees are due.**

CITY OF CHIPLEY
PLANNING & ZONING REPORT
FOR THE MONTH OF OCTOBER 2026

TO: City Council
FROM: Tamara Donjuan – Planning Officer
DATE: November 2, 2026

---

(1) Land Use Compliance Certificates: 22

(2) Tree Removal Permits: 3

(3) Demolition Permits: 0

(4) Zoning Changes: 0

(5) Planning and Zoning Hearing: 0

(6) Signage Permit: 2

(7) Variances: 0

(8) Development Orders: 0

(9) Request to Site Manufactured Home Unit: 0

(10) Request for Certificate of Appropriateness: 0

(11) Construction Permits: 0

(12) Zoning Verifications: 3

(13) Solicitor Permit: 1

(14) Alcoholic Beverages and Tobacco: 0

Permit Report
10/01/2026 - 10/31/2026

Applicant Name	Description	Land Use Designation	Owner Name	Parcel Address
Business License				
Lagniappe Contracting & Paving LLC	Business License / Zoning Verification	Industrial	Vinoveritas LLC	988 INDUSTRIAL DR
Southern Charm Nutrition LLC	Business License / Zoning Verification	Commercial	Regina Sherie Owens Graham	709 7TH ST
Carwash Protection Inc	Business License / Zoning Verification	High Density Residential	HANSFORD GROUP INC	1311 PLUM CIR
Land Use Compliance				
Julian Escobar & Carmen Pineda	Enclose Carport / Install Storage Shed	Low Density Residential	JULIAN ESCOBAR & CARMEN PINEDA	540 4TH ST
Benjamin Faure	Electrical Repair	Low Density Residential	BENJAMIN FAURE	592 MAIN ST
Linda Johnson	Replace Window / Door / HVAC	Low Density Residential	JOHNSON RAY JR & LINDA F	642 PECAN ST
Brenda Belcher	Replace windows / exterior door / renovations of one bathro	Low Density Residential	BELCHER BRENDA E & DRESHONDA	740 EAST BLVD
Spanish Trail Playhouse Inc	HVAC Replacement	Public/Semi-Public/Educational	Spanish Trail Playhouse Inc	680 2ND ST
KG NAL Properties LLC	Plumbing	Commercial	KG NAL PROPERTIES LLC / TRACTOR SUPPLY C	1610 Main St
Vivian Morris	Roof Repair	Low Density Residential	VIVIAN MORRIS /ANTUAN MORRIS	1207 CAMPBELLTON AVE
Trevor Sapp	HVAC Replacement	Low Density Residential	Trevor Sapp	822 MAPLE ST
Carol Davis / Paula Cunningham	Electrical Repair	Neighborhood Commercial	DAVIS CAROL LYNN CAMP & ETAL	943 MAIN ST
Chipola Area Habitat for Humanity	New Construction	Low Density Residential	Chipola Area Habitat for Humanity	726 Pecan St
Donna Haines	HVAC Replacement	Low Density Residential	HAINES DONNA	1317 KAY AVE
Jason Martin	HVAC System	Low Density Residential	Jason & Melissa Martin	1300 Church Ave
KG NAL Properties LLC	Plumbing	Commercial	KG NAL PROPERTIES LLC / TRACTOR SUPPLY C	1610 Main St
Curaleaf Florida LLC	Interior Renovations	Commercial	KOACH CHIPLEY LLC	1329 MAIN ST
Cynthia Johnson	Roof Replacement	Low Density Residential	JOE T & CYNTHIA W JOHNSON	1309 SOUTH BLVD
Chris Edwards	Enclose Carport	Low Density Residential	GWUAN REET & ETAL CHRISTOPHER EDWARD	750 ORANGE ST
Chipola Area Habitat for Humanity	Temporary Pole / Electric for New Construction	Low Density Residential	Chipola Area Habitat for Humanity	726 Pecan St
Jacques Jett	Electrical Repairs	Low Density Residential	Marvis Jett	685 Cooper St
Tami Parrish	Electrical Repairs	Historical Residential	TAMI PORTER PARISH	782 3RD ST
J Corb LLC	Complete Rehab of Home	Low Density Residential	JCorb LLC	534 MARTIN LUTHER KING DR
Antonio Shackelford/Tony Roulhac	Electric Pole/Outer Wall	Low Density Residential	TONY ROULHAC / ANTONIO SHACKERLFORD	1230 COGGIN AVE
H Jack Locke	Electrical Upgrad	Neighborhood Commercial	ST JOHNS PROP OF BONIFAY LLC	735 MAIN ST
Sign				
Piggly Wiggly / Meagan Coleman	Temporary Signage	Commercial	ADAM TREADWELL	1264 CHURCH AVE
Solicitor				
Taylor Peaden	USDA Frozen Meat sale	Commercial	KG NAL PROPERTIES LLC / TRACTOR SUPPLY C	1610 Main St
Tree Removal				
City of Chipley	Tree Removal	Low Density Residential	City of Chipley	ROW on 2nd St
City of Chipley	Tree Removal	Low Density Residential	City of Chipley	ROW on 1st Ave
Jennifer Corbitt	Tree Removal / Temporary Signage	Low Density Residential	JCorb LLC	534 MARTIN LUTHER KING DR

Michael Richter, 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

OCTOBER 1ST – OCTOBER 31ST 2026

OFFENSE	NUMBER
DISTURBANCE	12
FIRE: VEHICLE	1
DRUG CASE	2
INFORMATION	3
SUSPICIOUS: INCIDENT/ACTIVITY	3
THEFT	3
BAKER ACT/ FORM 52	3
SEX OFFENSE	2
SUICIDE THREATS	1
LOST/STOLEN ARTICLE/ DECAL	1
WARRANT SERVICE	7
TRESPASSING	8
ANIMAL BITE	1
FOUND/ ABANDONED PROPERTY	5
BATT BATTERY	2
WELFARE CHECK	1
LOST / STOLEN FIREARM	1
CRIMINAL MISCHIEF /VANDALISM	1
VIOLATION OF INJ	1
STOLEN TAG	1
BURGLARY: VEHICLE	1
PUBLIC ASSIT	1
RECOVER MISSING JUVENILE	1
SUSPICIOUS PERSON	2
TOTAL	64

26 **Michael Richter, 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

TRAFFIC TOTALS

Category	September(Last Month)	October(This Month)
Traffic Citations	48	18
Traffic Warnings	348	143
Traffic Crashes	16	17

Traffic Crash Summary

OCTOBER 1ST – OCTOBER 31ST 2026

Date	Time	Road	Closest Crossroad	Intersection	Form
10/5	10:43am	Main st	Nearing Hill Rd	Int. Related	Long
10/6	11:05am	CR 280	SR 77	Non Int. Related	Short
10/8	8:33am	Wells Fargo	Parking Lot	Non Int. Related	Short
10/10	4:57pm	People South Bank	Parking Lot	Non Int. Related	Short
10/11	9:50am	Main st	W Jackson Ave	Non Int. Related	Long
10/11	3:51pm	SR 77	North Railroad Ave	Non Int. Related	Short
10/12	8:06pm	1600 Main St	Parking Lot	Non Int. Related	Short
10/14	3:42pm	County Road 280	SR 77	Non Int. Related	Short
10/15	4:50pm	Main St	Jackson Ave	Non Int. Related	Long
10/21	6:58PM	SR 77	Nadia Ave	Int. Related	Short
10/22	9:57am	Hwy 90	Hoyt St	Non Int. Related	Long
10/26	4:25PM	SR 77	South Blvd	Int. Related	Long
10/27	9:20am	5TH St	Old Bonifay Rd	Non Int. Related	Long
10/27	2:21pm	3rd St	South Blvd	Non Int. Related	Short
10/27	6:49pm	U.S 90	S 7th St	Non Int. Related	Short
10/30	2:19PM	Beef O Bradys	Parking lot	Non Int. Related	Short

City of Chipley

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

Monthly Departmental Report to City Council
Date: October/2026
Prepared by: Guy Lane

Building Maintenance

1. **Daily**- (Shivers, Gilmore, Northside, Farmers Market, Mongoven Building) Pick up trash, clean and stock restrooms, and check for vandalism.
2. **Weekly**- (Glenwood Cemetery, Public Works, City Hall, Big Flag) Flag poles, ropes, flags, and lights are checked.
3. **Weekly-** (Glenwood Cemetery, Main Street, North & South Railroad Avenue, Farmers market) Empty the trash cans at these locations.
4. **Monthly-** (Public Works, City Hall, Fire Department, Police Department) Every month the lights, fire extinguishers, HVAC filters, smoke detectors, and timers are checked.
5. **Monthly-** (All traffic signals and crosswalks) The cabinets, filters, buttons and lights are checked at these locations.
6. **Monthly**- (Shivers, Northside, Gilmore) The playground equipment is checked monthly.
7. **Monthly-** Escort Cross Country to Jim Trawick Park and Bill Lee station for monthly service.
8. **Monthly-**Change door codes on bathrooms at Farmer's Market.

October Work Orders

1. Fixed a door at the police department.
2. Checked the power at the Farmer's Market twice for an event.
3. Put up more bird spikes at the Farmer's Market.
4. Took down and put up the big flag due to weather.
5. Put up and take down the flood panels at City Hall and library.
6. Replaced two flags at the cemetery and one at Public Works.
7. Changed out the front door lock at 1209 Campbellton Ave.
8. Put back the wind screen fence at the pickle ball court.
9. Fixed the broken fence at Northside Park.
10. Put up new flag at Wendy's.
11. Put out a generator at Glenwood Ave. & Hwy 77 for the traffic signal.
12. Pressure washed and sprayed wasp nest at the Farmer's Market.
13. Reset timers downtown.
14. Replaced one receptacle and cover at Shiver's Park.

15. Cleaned and stocked bathrooms at the Farmer's Market for an event twice.

Water Department

1. **Monthly**- We have 243 fire hydrants in the system. We flush approximately 20 per month. We do this to ensure the hydrant is operating properly. We also weed eat around the hydrants, so they are easy to see and access.
2. **Monthly**- We have 177 water valves in the system. We turn 20 per month. We do this to ensure the valves are not seizing up.
3. **Monthly**- We have 25 dead end lines in the system. We try to flush at least 5 per month. We do this to keep the water from becoming stagnant in these lines.

DEP requires we turn every hydrant, valve, and dead-end line at least once per year. We record the dates and times for our DEP inspections.

Locates	32
Remarked locate tickets	0
Service Leaks	16
After Hours Service Leaks	0
Water Availability Request	5
Water Taps	3
Meter Box Replacement	3
Water Main Breaks	0

October Work Orders

1. Re-reads and disconnect list for City Hall.
2. Assisted Building Maintenance Department with parks and Farmer's Market.
3. Assisted Street Dept. with pouring concrete on Wells Ave.
4. 845 Falling Water Rd. turned water off per customers request then back on.
5. Done utility reads for City Hall.
6. Added cold mix to the patch on Church Ave. & Pecan St.
7. Added cold mix to the patch at Hwy 77 & Glenwood Ave.
8. 1217 Shipes Rd. checked water pressure at residence because customer said his pressure washer wouldn't run and it was new. Had 80psi at their spigot.
9. Lower service for contractors at the new Peach Lift Station.
10. Put up flood panels at City Hall.
11. Run a graph at 769 3rd St.
12. Storm clean up.
13. Checked ditches in Wards 1 & 2 for down trees.
14. Took flood panels down at City Hall.

15. Set meter at 592 Main St.
16. Run a graph at 1388 Forrest Ave.
17. Replaced the registers at 555 MLK Dr. & 1388 Forrest Ave.
18. Formed sidewalk up on Pecan St.
19. Ran graphs at 1555 South Blvd. & 1388 South Blvd.

Water Meter Technician

Water Connects	9
Water Disconnects	19
Re-Reads	1100
Door Knockers	0
Non-Payment Disconnects	96
Non-Payment Reconnects	40
Replaced Meter Boxes	0
Replaced Meter Lids	0
Hydrant Meter Set	0

Street Department

October Work Orders

1. Sign maintenance.
2. Equipment maintenance.
3. Maintained streets, sidewalks and driveways.
4. Special Pick Ups.
5. Leaf/Limb pick up.
6. Ditch between Tommy's Tire and the Dollar Store on Hwy 90 cut 250' with the sidearm mower.
7. Sprayed ditches at 4th St. & Glenwood Ave. 100', 5th St. to Morris Ave. 180', Peach St. ditch from Wynn Dr. to 6th Ave. 425', 8th St. ditch from outfall to end 315'.
8. Patched potholes in all wards.
9. Cut low hanging limbs in all wards over sidewalks and roads.
10. Removed two oak trees on 2nd St. & Campbellton Ave. with Clark's Tree Service.
11. Made up sandbags and put them at the Chamber Office.
12. Put up flood panels at City Hall.
13. Cleaned ditch at 645 Watts Ave.
14. Changed oils and serviced the excavator #337
15. Put new fuel primer on the John Deere sidearm mower #1211
16. Set out sandbags and sand across the road from Public Works.

17. Swept roads in 1st and 2nd wards.
18. Put out road flooded signs for hurricane.
19. Cut up fallen tree on 5th St. & Harrell Ave., Westbourne Ave., 2nd St. & Campbellton Ave., Warren Ave. & 6th St., Watts ave. & 7th St.
20. Removed old sidewalk, graded out, formed up, and poured sidewalk at 1285 Wells Ave.
21. Removed debris from outfall ditches, drains, and inlets in all wards.
22. Mowed outfall ditch at Page Ave. to Piggots on Hwy 90.
23. Straighten road signs in all wards.
24. Hauled 4 loads of millings from Anderson Columbia to Public Works.
25. Cleaned parade route for Homecoming parade, set up road closures and detours, and took down after parade.

Inmate Crew performed the following:

Ward 1 – Cut 1st Ward, helped with storm clean up.
Ward 2 – Cut 2nd Ward, helped with storm clean up.
Ward 3 – Cut 3rd Ward, helped with storm clean up.
Ward 4 – Cut 4th Ward, helped with storm clean up.
1. Working on Christmas lights in the bushes and trees.
2. Helped with the clean up after the hurricane.
3. Cleaned the downtown area.
4. Completed the Christmas lights on south of Railroad Ave. & Hwy 77. Now working on the north side.

Gas Department

1. **Weekly**- Change Gas Charts.
2. **Weekly**-Check regulator station and odorant station.
3. **Monthly**- Check the voltage at the Rectifier Station.
4. **Monthly**- Conduct field odorant test.
5. **Monthly**- Check odorant station to ensure adequate odorant is injected into the system.
6. **Monthly** -Check cathodic protection in all wards.

Locates	29
Gas Calls	5
New Service – Upgraded	0
Pressure Test	1
Gas Meter Sets	0
Pulled Inactive Meters	1
Replaced Gas Warning Signs	1
Gas Availability Request	1

October Work Orders

1. Assisted Building Maintenance with the big flag.
2. Working on the leak survey.
3. Assisted with the re-reads for City Hall.
4. Assisted with putting up the flood panels at City Hall and the library.
5. 717 South Blvd. moved 100' of 5/8" pe gas service for new septic tank install.
6. Fixed gas leaks that were found on leak survey.
7. Assisted with storm clean up.
8. Welded up front bucket on the John Deere.
9. Changed out gas charts 4 times this month.
10. Assisted with pressure washing at the Farmer's Market, clean parks, and removing trash downtown.
11. Assisted the Water Dept. at 1244 Court Ave.

Animal Control

Animal Complaints	4
Cats Impounded	0
Dogs Impounded	2
Dog Bite Cases	1
Dead Animal Pick up	3

City of Chipley

RECREATION DEPT.
1442 Jackson Avenue
P.0. Box 1007
Chipley, Florida 32428
(850) 638-6348 Fax: (850) 638-6318

Recreation Department

Report for October 2026

1. Ongoing Soccer games, season ends Nov. 13th.
2. Pressure Washing sidewalks.
3. Equipment Maintenance.
4. Field Maintenance.
5. Splashpad Maintenance.
6. Grounds and Janitorial Maintenance.

City of Chipley

Water Utilities Department
P. 0. Box 1007
Chipley, Florida 32428
(850) 638-6347 - Fax: (850) 638-6052

November 2, 2026

Water Utilities Department
Report for October 2026

To: City Council and Administrator

Wastewater Treatment Facility: The analytical results of the Wastewater Reclamation Facility for the month of September 2026 showed no violations We have not received all the results from October 2026, but what we have received shows no violations. Continue to smoke test North side of town. Cleaned problem main sewer lines. Smoke test North side. Cut grass at plant X2. Done 4th quarter grease trap inspections.

Lift Stations: Routine inspections. Cut grass at all lift stations.

Water Wells: The bacteriological samples for the month of October 2026 passed. Check generators weekly. Cut Grass at lift stations 77 well generator transfer switch was hit by lighting we have ordered a new one and should be in mid-December.

Spray Field: Routine inspections of spray field. Mowed and Bush hogged spray field. Serviced pumps at spray field. Capped line going into Industrial spray field.

Locate: 31
Work orders: 9
Sewer Stoppages: 4
Abonnement Sewer Lateral: 0
Replace Clean Out Caps: 3
Sewer Taps: 3
Replace/Repair Sewer Lateral: 1
Development Order: 3
Install Clean Out Boxes: 1
Replace clean Outs: 3
Demolition Order: 0
Camera lines: 8
Raised/Reset manholes: 0
Rainfall for the month: 5.99 inches

Jimmy Cook
Water Utilities Director

Finance Office Report –August 2026

City of Chipley, Florida
1442 Jackson Avenue • Post Office Box 1007
Chipley, Florida 32428
Phone: (850) 638-6350 • Fax: (850) 638-6318

To:	Mayor and Council
From:	Jamie A. Richter - Finance Director
Date:	November 05, 2026
Subject:	Finance Office Report – October 2026

Monthly Activity Summary

Activity	Previous Month	Current Month
Utility bills	2,029	1871 printed, 246 emailed
New accounts opened	11	01
Accounts closed	09	01
Accounts transferred	10	00
Work orders issued-Public Works	110	87
Billing Re-Reads	1218	1287
Work Orders- Waste Management	41	48
Availability of service forms issued	05	05
Demo Permits	00	00
Business License Issued	07	18
Notary Service	06	02
Credit card payments (counter/phone)	331	333
Online payments (credit card/e-check)	449	442
Purchase Orders issued	38 - $44,277.01	00- $
Accounts payable – checks issued	120 - $259,631.73	141 - $609,781.59

Delinquent Accounts & Service Disconnections

Category	Previous Month	Current Month
Delinquent accounts (early cycle)	308 (08/24/26)	332 (10/19/26)
Customer contacts (door notices & calls)	64	42
Delinquent accounts (late cycle)	165 (08/31/26)	218 (10/27/26)
Service disconnections	45	92

Notes:

Penalties were waved for the month of October.
Disconnects began on **October 27, 2026,** and ended on **October 29, 2026.**

Please contact me if you have any questions or need additional information.

City of Chipley
Schedule of Projects

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	End Date
Chipley Water Meter Upgrade Project						
Northwest Florida Water Management District				$1,037,119.00		
	Consultant: Liberty Partners of Tallahassee					
Project: This funding will upgrade and replace all water meters in the city automatic meter read system. This project was not approved for funding. We are currently working on finding a new funding source for the Water Meter Upgrade project due to our system being 20+ years old.						
2025 PHMSA Technical Assistance Grant						
U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration, Technical Assistance Grants	Consultant: Florida Gas Utility	Equipment Purchase	20.710	$ 78,750		
Project: The 2026 PHMSA Technical Assistance Grant which will purchase GIS Mapping software and contracting and combustible gas detection equipment. We submitted this project for funding in May 2026 during the new funding cycle. This project was not approved for funding.						
Bennett Drive Resurfacing Project		Design	55.009	$ 794,759.57	09/10/24	06/30/26
Florida Department of Transportation, Small County Outreach Program (SCOP)		Construction CEI				
	Consultant: David H. Melvin, Inc.					
Project: This funding will be used for drainage and resurfacing improvements to Bennett Drive from East Church Ave. to Glenwood Avenue (approx. 0.52 miles). The engineering agreement was approved by the City Council in January 2025 and the design is 100% complete. The construction and CEI contracts were approved in October 2025. The preconstruction meeting was held and the NTP was issued with a start date of January 12, 2026. The construction is 100% complete. We are working on closing out this project.						
FDEP I & I Planning Project						
Florida Department of Environmental Protection, Cleanwater Program		Planning Design		$ 500,000.00		
Project: This project will fund planning and design of the collection system and pump stations to develop targeted strategies for preventing future sanitary sewer overflowws (SSO's) by working toward inflow and infiltration issues within our sanitary sewer system. The resolution to submit the application was approved and was submitted for funding. The agreement has been approved and submitted.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement End Date
Chipley Lead Service Line Replacement		Planning		$ 275,000		
Florida Department of Environmental		Engineering		$540,000		
Protection, Drinking Water State Revolving Fund		Construction		$8,800,000		
		Technical Services		$640,000		
	Consultant: Mott MacDonald			$ 10,255,000.00		
Project: This grant/loan funding will allow us to replace any lead service lines that are found during the inventory that is currently being completed. The inventory has been completed and we have not received further direction from FDEP at this time.						
Shivers Park Project		Development	37.017	$ 200,000	12/02/24	06/30/27
Florida Department of Environmental Protection, Florida Recreation Development Assistance Program (FRDAP)	Consultant: Fred Fox Enterprises					
Project: The City Council approved the agreement in November 2024. This funding will be used to construct pickleball courts, an ADA playground and sidewalks to the new courts and playground, along with renovations to the existing parking lot, playground area, picnic pavilion and restrooms. The construction of the pickleball courts advertised for bids and closed in March. The construction on the pickleball courts has been completed.						
Gilmore Park Project		Development	37.017	$ 50,000	12/02/24	06/30/27
Florida Department of Environmental Protection, Florida Recreation Development Assistance Program (FRDAP)	Consultant: Fred Fox Enterprises					
Project: The City Council approved the agreement in November 2024. This funding will be used to construct a new playground, picnic pavilion and security lighting, along with renovations to the existing playground, restrooms and parking lot. The required commencement documents have been submitted and approved by the State. We are currently working on elements of the project.						
Self Contained Breathing Apparatus (SCBA)		Purchase	43.006	$54,354.55		
Florida Department of Financial Services Volunteer Fire Assistance Grant		Equipment				
Project: This funding will be used to purchase five (5) Self Contained Breathing Apparatus (SCBA) for our Fire Department. We are awaiting approval of this funding.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement End Date
Extrication Equipment Florida Department of Financial Services Volunteer Fire Assistance Grant		Purchase Equipment	43.006	$32,270.00		
Project: This funding will be used to purchase powered extrication equipment for our Fire Department. We are awaiting approval of this funding.						
Chipley Lift Station Generators Project Federal Emergency Management Association, Florida Division of Emergency Managmeent and Florida Department of Commerce, Comm. Development Block Grant	H0767 M0143 Consultant: Wheeler EMC	Generators	97.039 14.228	$ 117,520 Match $ 38,561	02/07/22 07/25/22	10/31/25 09/30/26
Project: This funding will be used to purchase one (1) generator for John Teal Lift Station and one (1) generator for Vo-Tech Lift Station. These generators will help during power outages related to hurricanes and prevent sewage spills. The generators have been installed, the electrical is complete, the additional fencing has been installed around the generators. This project has been closed.						
NW Stormwater System Restoration U.S. Department of Housing & Urban Development, Florida Department of Commerce, Community Development Block Grant	M0014 Consultant: David H. Melvin, Inc.	Administration Engineering Construction CEI	14.228	$ 2,916,119	04/25/22	09/30/26
Project: This funding will be used to clean, reshape and stabilize ditches, construct new lateral outfall ditches, and expand existing crossdrains in the Northeast section of the City. This will include new culverts and a major box culvert at Griffin Road. Project locations will be on or near the following: west of Griffin Road, Griffin Road, North and South Railroad Avenue, Old Bonifay Road, the corner of North Railroad Avenue and Rustin Drive, 1st Street, Watts Avenue, 2nd Street and Glenwood Avenue. The construction agreement was approved in October 2025 and the preconstruction meeting was held on 10/28/2025. The NTP was issued with a project begin date of January 26, 2026. We have received approval of the construction contract from Florida Commerce, and it is included on the agenda for approval this month.						
Washington County Industrial Park Project				$ 7,714,100.00		
Project: This is a joint effort between the County and the City to develop water, sewer and gas infrastructure, along with a roadway in the Washington County Industrial Park.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement End Date
City Hall and Public Works Generator Project Federal Emergency Management Association, Florida Division of Emergency Managment		Purchase Two Generators		$ 277,200.00		
	Consultant: Liberty Partners					
Project: We are currently working on applying for a generator for the City Hall and Public Works buildings for storm related backup power through Legislative Appropriations. This project was not approved for funding.						
Comprehensive Plan Update Florida Commerce, Community Planning & Technical Assistance Grant				$ 75,000.00		
Project: This funding will allow us to update our entire comprehensive plan. The Council approved a resolution last month to submit an application for funding and it was submitted in May 2026. This project was approved for funding.We are currently waiting on a grant agreement.						
Chipley Mongoven Building U.S. Department of Housing & Urban Development, Florida Department of Economic Opportunity, Community Development Block Grant	M0041	Engineering Construction CEI	14.228	$ 1,027,102.81	04/14/22	09/30/26
	Consultant: David H. Melvin, Inc.					
Project: This funding will be used to purchase the Mongoven Building property, demolish the building, and build a nice park area. The property has been purchased and the demolition bids have been received. The change order for Phase III was approved at last months meeting and the work is 100% complete. A successful ribbon cutting was held last this month. We have submitted the closeout documents for this project.						
Chipley Peach Street Lift Station Improvements U.S. Department of Housing and Urban Development, Community Development Block Grant	H2567	Administration Engineering Construction CEI	14.228	$ 700,000 CDBG-MIT Funds $ 626,787 City Funds	01/01/23	07/31/26
	Consultant: Fred Fox Enterprises			$ 50,000.00		
Project: This funding will be used to replace the Peach Street Lift Station and if the funds are available also complete septic to sewer on 1st Avenue. The Notice to Proceed for construction was issued in July 2025. The construction started on this project on 10/13/2025 and it is currently at 100% complete. We are currently working on the closeout of this project.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement End Date
Downtown Beautification Grant Florida Department of Transportation, Beautification Grant Program				$ 100,000.00		
Project: This project funding will assist us in replacing existing landscape trees and bushes to creat a more attractive and ADA-accesible corridor We will include new landscape trees, tree wells, and lower ground cover as part of the improvements. Our application was approved for funding. The grant agreement was approved by City Council. The design is currently in progress and is 80% complete.						
Citywide Flooding Resiliency Improvements U.S. Department of Housing and Urban Development, Community Development Block Grants (CDBG-MIT) General Infrastructure Program	MT148 Consultant: David H. Melvin, Inc.	Administration Engineering Construction CEI	14.228	$ 2,936,950	01/19/23	01/19/27
Project: This funding will be used to clean, reshape and stabilize existing ditches, construct new lateral outfall ditches; restore and expand existing cross drains to ensure proper conveyance to the stormwater management facility. This project has been advertised for construction bids and awarded. The construction has started again since the old Peach Street Lift Station was demoed and we are up to about 90% complete.						
Brickyard Road Wastewater Design Project Florida Department of Commerce, Rural Infrastructure Fund	Consultant: Liberty Partners of Tallahassee and Mott MacDonald	Planning	40.042	$ 295,000	12/06/24	12/06/26
Project: This funding will be used for the design, engineering, and survey work needed to extend public sanitary sewer service approximately 5,500 linear feet along Brickyard Road. This is a critical east/west corridor, and the extent of the project includes SR-77 to Hoyt Street. The agreement between the City and Mott MacDonald has been approved and the survey data is 100% complete and design is 55% complete. This project is progressing and we are working on the request for an extension.						
Chipley Fire Tanker Truck U.S. Department of Homeland Security Assistance to Firefighters Grant	Consultant: Liberty Partners of Tallahassee	Fire Tanker		$ 650,000.00		
Project: This funding will be used to purchase a new Fire Tanker Truck. This project was submitted during the current grant cycle for funding in the amount of $650,000.00. This porject was not approved for funding.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement End Date
Brickyard Road Vo-Tech Lift Station Improvements Florida Department of Commerce, Rural Infrastructure Fund	Consultant: Mott MacDonald	Design Construction		$1,006,805		
Project: This funding will be used to upgrade the Vo-Tech Lift Station as Phase I to the Brickyard Road Sanitary Improvement Design Project. This project was not approved for funding.						
2025 Bulletproof Vest Program United States Department of Justice, Bureau of Justice Assistance, Bulletproof Vest Partnership	2025 BVP	Bulletproof Vests	16.607	$1,703.31 Match $1,703.31		
Project: This funding will be used to purchase four (4) bulletproof vests. Bulletproof Vests have a life of five (5) years and then they are required to be replaced. This grant covers up to 50% of the cost of the vests.						
Gilbert Acres Stormwater Improvements Florida Department of Environmental Protection, Resilient Florida Program	Consultant: David H. Melvin, Inc.	Planning Design		$ 336,000		
Project: This funding will be used to improve the outfalls from Gilbert Acres to the west (toward Alligator Creek) and back to the east toward US 90, where the City also has the Peach Street project and lift station project. DHM is currently working on the drainage analysis report with a completion date of April 2027, and final plan completion October 2027.						
Utility Kiosk Project: We have reached out to companies about kiosks and we are currently working with our software provider to determine the best route for us to go in order to be able to make the most efficient use of the equipment we purchase. Some kiosks are compatible and some are not so we are working through that and will know more soon. We plan to include the kiosk in our FY 26/27 budget requests. We were not able to include this in the FY 26/27 budget, but we are going to try to come up with another funding source.						
Chipley Downtown Parking Project Florida Department of Commerce, Rural Infrastructure Fund	Consultant: David H. Melvin, Inc.	Design Construction		$911,980		
Project: This funding will be used to construct and rehabilitate a city-owned property (the old Fire Station) to alleviate the parking insufficiencey in the downtown area. We have been approved for RIF funding for this project and we are awaiting an agreement.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement End Date
Old Chipley City Hall - Construction Florida Department of State, Division of Historical Resources		Construction Design/Construction		$ 338,000 City Match $75,000		
Project: This funding will be used for a new roof system/blocking/hurricane ties/repair roof framing. The city will be required to match $75,000 for design and construction. This project was not approved for funding.						
COPS Hiring Grant Program U.S. Department of Justice, COPS Hiring Grant Program				$ 250,000.00 Match $ 315,000.00		
Project: This funding will allow us to hire two (2) additional police officers. This grant and the matching funds are over a three year period.We have been awarded this funding and we have hired two Police Officers that will be partially funded by this grant.						
Chipley Wastewater Energy Efficieny Project Florida Department of Agriculture & Consumer Services, Florida's Fiscally Constrained Energy Efficiency Program	Consultant: David H. Melvin, Inc.			$ 661,500	07/07/25	07/31/26
Project: This funding will be used to optimize energy consumption, reduce operational costs, and ensure compliance with regulatory standards. The goal is to replace pumps/motors/scada system to enhance the performance and sustainability of our wastewater treatment processes. We are currently working with the contractor to finalzie a contract to bring to the City Council for approval.						
Jim Trawick Park - Phase X Florida Department of Environmental Protection, Florida Recreation Development Assistance Program (FRDAP)	Consultant: Fred Fox Enterprises	Development	37.017	$ 200,000		
Project: This funding will be used for Soccer Field Renovation, Playground Renovation to include ADA Equipment; Baseball Field No. 7 Renovation, Softball/T-Ball Field No. 8 Renovation, Add Exercise Station to Walking Trail, Picnic Facility Renovation, New Batting Cages, New Bleachers, Sidewalk to Batting Cages and Sidewalk to Playground Renovation. This grant application was submitted last month and we are awiating approval.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement End Date
State of Florida Legislative Appropriations Request - Police Vehicles & Equipment		Purchase Vehicles and Equipment		$ 500,000.00		
	Consultant: Liberty Partners of Tallahassee					
Project: This funding will purchase new police vehicles along with some much needed police equipment that the city has been unable to purchase during the budget cycle. This project was not funded.						
Pecan Street Improvements Project		Design				
Florida Department of Transportation, Municipal SCOP		CEI		$ 1,844,457.98		
		Construction		($750,000.00 Legislative Appropriations Approved)		
	Consultant: Liberty Partners of Tallahassee/David					
Project: This funding will allow us to work on the drainage and resurfacing of Pecan Street. This project was funded during the legislarive session and we utilized our continuing engineering services agreement and DHM is 100% complete with the design. This project will advertise for bids next week.						
State of Florida Legislative Appropriations Request - Construction for Bickyard Road Sewer		Construction		$ 1,000,000.00		
	Consultant: Liberty Partners of Tallahassee					
Project: This funding will allow us to construct the 5,500 linear feet of gravity sewer main on Brickyard Road that we are currently advertising for engineering services. This project was not funded but we submitted a RIF grant application for this funding during the month of July.						
Wastewater Facilities Plan						
Florida Department of Environmental Protection - State Revolving Fund		Planning		$ 90,000.00		08/15/26
	Consultant: Mott MacDonald					
Project: This funding will allow us to have a Wastewater Facilities Plan prepared in order to allow for us to apply for future State Revolving Fund funding. This project is currenly in progress.						
Drinking Water Facilities Plan						
Florida Department of Environmental Protection - State Revolving Fund	DW670140	Planning	66.468	$ 90,000.00		10/15/26
	Consultant: Mott MacDonald					
Project: This funding will allow us to have a Wastewater Facilities Plan prepared in order to allow for us to apply for future State Revolving Fund funding. This project is currently in progress.						

Federal or State Agency	Agreement Number	Type of Work	Number	Funding Amount	Agreement Effective Date	Agreement
FDEP Septic to Sewer Project Florida Department of Environmental Protection , Nonpoint Source Grant Program		Design Construction		$ 1,325,500.00		
Project: This funding will allow us to improve water quality, protect public health, and enhance wastewater infrastructure by moving 32 septic systems onto our city sewer system. This project was not approved for funding.						
Orange Street/6th Avenue/Jim Trawick Park Improvements Florida Department of Commerce, Community Development Block Grant		Design CEI Construction		$ 2,153,878.32		
Project: The Council approved the resolution to submit for this funding to provide for drainage improvements and resurfacing of Orange Street from South Blvd. to Hwy 90 and provide for milling and resurfacing of 6th Avenue from Orange Street to Peach Street. This project was not approved for funding.						

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Resolution No. 27-09 - Florida Department of Environmental Protection Agreement No. DW670140 – Amendment One

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

This resolution will approve an amendment to the Florida Department of Environmental Protection Agreement Number DW670140, updating provisions regarding Planning Activities, Disbursements, Civil Rights, and Contracts, and extending the due date for the loan payment of $47,300 to February 15, 2028.

RECOMMENDATION

City Staff recommend approval of Resolution No. 27-09 – Florida Department of Environmental Protection Agreement No. DW670140 – Amendment One.

ATTACHMENTS

1. Resolution No. 27-09
2. Amendment One

RESOLUTION NO. 27-09

A RESOLUTION APPROVING AN AGREEMENT AMENDMENT IDENTIFIED AS AMENDMENT ONE TO THE STATE REVOLVING FUND LOAN AGREEMENT NO. DW670140; BETWEEN THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE CITY OF CHIPLEY, FLORIDA.

WHEREAS, the State of Florida, Department of Environmental Protection "Department", and the City of Chipley, Florida "Grantee" entered into agreement DW670140 "Agreement"; and

WHEREAS, the Department and the Grantee may individually be referred to herein as a "Party" or collectively as the "Parties"; and

WHEREAS, the Parties wish to amend the Agreement as set forth in Attachment "A".

WHEREAS, the amendment updates provisions regarding Planning Activities, Disbursements, Civil Rights, and Contracts, and extends the Completion of Planning end date to August 15, 2027, along with extending the due date of the loan payment of $47,300 to February 15, 2028.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Chipley as follows:

1. The City of Chipley hereby approves the State of Florida, Department of Environmental Protection State Fund Loan Agreement Amendment One.

2. The Mayor or Mayor Pro-Tem of the City of Chipley is hereby authorized and directed to execute the agreement.

3. A certified copy of this Resolution be forwarded to the FDEO along with the executed Agreement.

PASSED AND ADOPTED THIS 10TH DAY OF NOVEMBER, 2026.

CITY OF CHIPLEY

ATTEST:

_____
Tracy L. Andrews, Mayor

_____
Sherry Snell, City Clerk

DRAFT

STATE REVOLVING FUND
AMENDMENT 1 TO LOAN AGREEMENT DW670140
CITY OF CHIPLEY

This amendment is executed by the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (Department) and the CITY OF CHIPLEY, FLORIDA, (Project Sponsor) existing as a local governmental entity under the laws of the State of Florida. Collectively, the Department and the Project Sponsor shall be referred to as "Parties" or individually as "Party".

Pursuant to Section 403.8532, Florida Statutes (F.S.) and Chapter 62-552, Florida Administrative Code (FAC), the Department is authorized to make loans to finance the planning, design and construction of public water systems; and

The Department and the Project Sponsor entered into a State Revolving Fund Loan Agreement, Number DW670140; and

Loan repayment activities need rescheduling to give the Project Sponsor additional time to complete planning; and

Certain provisions of the Agreement need revision.

The Parties hereto agree as follows:

1. Subsection 1.01(17) is deleted and replaced as follows:

(17) "Planning Activities" shall mean the planning or administrative work necessary for the Project Sponsor to submit a facilities plan for review and acceptance from Drinking Water State Revolving Fund. Required documentation is described in Subsection 62-552.700(2), FAC.

2. Section 4.03 the Agreement is deleted and replaced as follows:

4.03. DISBURSEMENTS.

Pursuant to Section 215.971 (1)(h), F.S., if the Project Sponsor is a county or municipality that qualifies as a "rural community" or "rural area of opportunity" as defined in subsection 288.0656 (2), F.S., at the request of the Project Sponsor, the Department may pay amounts invoiced to the Project Sponsor for eligible invoiced costs that have been completed in accordance with the terms and conditions set forth in this Agreement. The Project Sponsor may qualify for such payment if:

(1) The Project Sponsor has demonstrated to the Department that it is a rural community or rural area of opportunity as defined according to subsection 288.0656 (2), F.S.;

(2) The Project Sponsor has demonstrated to the Department that it is experiencing current financial hardship using one or more of the economic distress factors set forth in subsection 288.0656 (2)(c), F.S.;

(3) The Department has determined that the Project Sponsor is eligible for invoice payments and that it has performed pursuant to this Agreement's terms and conditions; and

(4) Applicable federal and state laws, rules, and regulations allow such payments.

Nothing in this paragraph shall be construed to alter or limit any other applicable provisions of federal or state laws, rules, or regulations.

This Agreement allows for funds to be disbursed to the Project Sponsor for allowable invoiced costs, under the provisions of 215.971(1)(h), F.S. Disbursements shall be made only by the State Chief Financial Officer and only when the requests for such disbursements are accompanied by a Department certification that such withdrawals are proper expenditures. Disbursements shall be made directly to the Project Sponsor for payment of the Project costs incurred. Disbursements for materials, labor, or services shall be made upon receipt of the following:

(1) A completed disbursement request form signed by the Authorized Representative. Such requests must be accompanied by sufficiently itemized summaries of the materials, labor, or services to identify the nature of the work performed; the cost or charges for such work; and the person providing the service or performing the work. Proof of payment will be required with the following disbursement request.

(2) A certification signed by the Authorized Representative as to the current estimated costs of the Project; that the materials, labor, or services represented by the invoice have been satisfactorily purchased, performed, or received and applied to the project; that all funds received to date have been applied toward completing the Project; and that under the terms and provisions of the contracts, the Project Sponsor is required to make such payments.

(3) A certification by the engineer responsible for overseeing construction stating that equipment, materials, labor and services represented by the construction invoices have been satisfactorily purchased, or received, and applied to the Project in accordance with construction contract documents; stating that payment is in accordance with construction contract provisions; stating that construction, up to the point of the requisition, is in compliance with the contract documents; and identifying all additions or deletions to the Project which have altered the Project's performance standards, scope, or purpose since the issue of the Department construction permit.

(4) Such other certificates or documents by engineers, attorneys, accountants, contractors, or suppliers as may reasonably be required by the Department.

The Department will review the submitted disbursement request to verify that documentation, as described above, is complete and accurate. Upon review and written acceptance by the Department, the disbursement request may be processed.

Requests by the Project Sponsor for disbursement of funds for tasks identified in the project cost table shall be made using the Department's disbursement request form, no more frequently than monthly.

3. Section 4.04 the Agreement is deleted.

4. Section 8.12 of the Agreement is deleted and replaced as follows:

8.12. CIVIL RIGHTS.

The Project Sponsor shall comply with all Title VI requirements of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, which prohibit activities that are intentionally discriminatory and/or have a discriminatory effect based on race, color, national origin (including limited English proficiency), age, disability, or sex.

5. Section 9.01 of the Agreement is deleted and replaced as follows:

9.01. CONTRACTS.

(1) The following documentation is required to receive the Department's authorization to award construction contracts, if applicable:

(a) Proof of advertising.

(b) Award recommendation, bid proposal, and bid tabulation (certified by the responsible engineer).

(c) Certification of compliance with the conditions of the Department's approval of competitively or non-competitively negotiated procurement, if applicable.

(d) Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion.

(e) Certification by the Authorized Representative that affirmative steps were taken to encourage Disadvantaged Business Enterprises participation in Project construction.

(f) Current certifications for Disadvantaged Business Enterprises participating in the contract. If the goals as stated in the plans and specifications are not met, documentation of actions taken shall be submitted.

(g) Certification that the Project Sponsor and contractors are in compliance with labor standards, including prevailing wage rates established for its locality by the DOL under the Davis-Bacon Act for Project construction.

(h) Certification that all procurement is in compliance with Section 8.10 which states that all iron and steel products used in the Project must be produced in the United States unless

(a) a waiver is provided to the Project Sponsor by the EPA or (b) compliance would be inconsistent with United States obligations under international agreements.

(2) The following must be provided to the Department for professional services contract(s):

(a) Certification by the Authorized Representative that affirmative steps were taken to encourage Disadvantaged Business Enterprises participation.

(b) Current certifications for Disadvantaged Business Enterprises participating in the contract.

6. Unless repayment is further deferred by amendment of the Agreement, the Loan Payment as set forth in Section 10.05 shall be received by the Department beginning on February 15, 2028.

7. The items scheduled under Section 10.07 of the Agreement are rescheduled as follows:

(2) Completion of Planning is scheduled for August 15, 2027.

(4) The Loan Payment in the amount of $47,300 shall be due February 15, 2028.

8. All other terms and provisions of the Loan Agreement shall remain in effect.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

This Amendment 1 to Loan Agreement DW670140 may be executed in two or more counterparts, any of which shall be regarded as an original and all of which constitute but one and the same instrument.

IN WITNESS WHEREOF, the Department has caused this amendment to the Loan Agreement to be executed on its behalf by the Secretary or Designee and the Project Sponsor has caused this amendment to be executed on its behalf by its Authorized Representative and by its affixed seal. The effective date of this amendment shall be as set forth below by the Department.

for
CITY OF CHIPLEY

_____
Tracy L. Andrews, Mayor

Attest:

_____
Sherry Snell, City Clerk

SEAL

Approved as to form and legal sufficiency:

_____
City Attorney

for
STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION

_____
Secretary or Designee

_____
Date

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Resolution No. 27-10 – Support for Re-designation of Rural Area of Opportunity in Northwest Florida

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

This resolution will approve a Memorandum of Agreement (MOA) between the City of Chipley and the Florida Department of Commerce and establishes the terms and responsibilities for the City's participation in the Northwest Florida Rural Area of Opportunity (RAO). The designation provides opportunities to support economic development, encourage business growth, attract new businesses, and promote job creation throughout the region. The agreement outlines the City's responsibilities, including designating local and nonprofit economic development contacts and participating in regional economic development initiatives. The designation is effective through July 8, 2030.

RECOMMENDATION

City Staff recommend approval of Resolution No. 27-10 – Support for Re-designation of Rural Area of Opportunity in Northwest Florida

ATTACHMENTS

1. Resolution No. 27-10
2. Memorandum of Agreement

RESOLUTION NO. 27-10

A RESOLUTION OF THE CITY OF CHIPLEY, FLORIDA EXPRESSING ITS SUPPORT THAT THE DESIGNATION OF RURAL AREA OF OPPORTUNITY (RAO), FORMERLY KNOWN AS RURAL AREA OF CRITICAL ECONOMIC CONCERN (RACEC) CONTINUE TO APPLY TO THE NORTHWEST FLORIDA REGION INCORPORATING CALHOUN, FRANKLIN, GADSDEN, GULF, HOLMES, JACKSON, LIBERTY, WAKULLA, WASHINGTON AND WALTON COUNTY NORTH OF THE CHOCTAWHATCHEE BAY AND INTRACOASTAL WATERWAY (INCLUDING THE CITIES, TOWNS, AND COMMUNITIES WITHIN EACH); AND THE CONTINUATION OF ALL STAFFING GRANT FUNDING FOR THE NORTHWEST FLORIDA BUSINESS DEVELOPMENT COUNCIL, INC. D/B/A OPPORTUNITY FLORIDA, THROUGH FUNDS APPROPRIATED BY THE FLORIDA LEGISLATURE AND ADMINISTERED THROUGH FLORIDA COMMERCE, AND PROVIDING FOR AN EFFECTIVE DATE NO LATER THAN JULY 9, 2025.

WHEREAS, Section 288.0656, Florida Statutes, establishes the Rural Economic Development Initiative (REDI) and provides for the designation of Rural Areas of Opportunity (RAO) to assist rural communities facing economic challenges and promote economic development;

WHEREAS, on July 8, 2025, Governor Ron DeSantis issued Executive Order No. 25-141, re-designating the Northwest Florida Rural Area of Opportunity for an additional five-year term, expiring July 8, 2030; and

WHEREAS, the Northwest Florida Rural Area of Opportunity includes Washington County and other designated counties and areas within Northwest Florida, as described in Executive Order No. 25-141 and the Memorandum of Agreement; and

WHEREAS, the designation of the Rural Area of Opportunity is contingent upon execution of a Memorandum of Agreement between the Florida Department of Commerce and the City, setting forth the City's responsibilities to support the retention and expansion of existing businesses, recruitment of new businesses, and participation in regional economic development initiatives; and

WHEREAS, the Memorandum of Agreement, Agreement No. F1652, requires the City to designate a City official and a representative from a nonprofit organization engaged in economic development as points of contact and to actively participate in the regional economic development organization; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CHIPLEY, FLORIDA, THAT does hereby express its support of the following:

1. The City of Chipley supports the continued designation of the Northwest Florida region as a Rural Area of Opportunity, as re-designated by Executive Order No. 25-141, through July 8, 2030; and

2. The City Council approves the Memorandum of Agreement between the City of Chipley and the Florida Department of Commerce, Agreement No. F1652, and authorizes the Mayor to execute the agreement on behalf of the City. The City agrees to fulfill the responsibilities outlined in the Memorandum of Agreement.

PASSED AND ADOPTED by the City Council of the City of Chipley, Florida, this 10th day of November, 2026.

CITY OF CHIPLEY

_____

Tracy L. Andrews, Mayor

ATTEST:

_____

Sherry Snell, City Clerk

DRAFT

Docusign Envelope ID: 68DE75BD-9B36-8786-8182-2096D28F28B8

MEMORANDUM OF AGREEMENT
STATE OF FLORIDA
DEPARTMENT OF COMMERCE

THIS MEMORANDUM OF AGREEMENT ("MOA") is made and entered into by and between the State of Florida, Department of Commerce ("Commerce"), and the City of Chipley, Florida ("City"). Commerce and the City are sometimes referred to herein individually as a "Party" and collectively as the "Parties."

I. Background and Purpose of MOA

A. The purpose of this MOA is to document the terms and conditions of the implementation of the Rural Area of Opportunity (RAO).

B. The Governor of Florida recognizes that successful rural communities are essential to the overall success of the State of Florida's economy and quality of life, yet many rural communities struggle to maintain, support or enhance job creation activities and to generate revenues for critical government services.

C. Florida's Legislature also recognizes that rural communities continue to face extraordinary challenges in their efforts to significantly improve their economies, and as such, section 288.0656, Florida Statutes (F.S.), establishes the Rural Economic Development Initiative (REDI) within Commerce and authorizes the participation of State and regional organizations in this initiative. Section 288.0656 (7)(a), F.S., provides for the designation of up to three RAOs (formerly Rural Areas of Critical Economic Concern (RACECs) under F.S., 1999-2013). RAOs include rural communities, or a region composed of rural communities, including rural counties as identified in section 288.0656(2)(d) and (e), F.S., that have been adversely affected by extraordinary economic events, severe or chronic distress, a natural disaster or an event that presents a unique economic development opportunity of regional impact.

D. Pursuant to section 288.0656(7), F.S., representatives of the State and regional agencies and organizations comprising the REDI met on **March 28, 2025**, and recommended the re-designation of the North West region composed of the counties of Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Wakulla, and Washington; the area in Walton County north of the Choctawhatchee Bay and the Intracoastal Waterway; the area in Okaloosa County that is contiguous with Walton County, within the area east of State Road 85 and north of Interstate 10 and all unincorporated areas therein, including the City of Laurel Hill and the unincorporated areas of Auburn, Deerland, and Svea; and the area in Bay County that is contiguous with Calhoun, Jackson, and Washington Counties, within the

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area north of Scotts Ferry Road and east of Highway 231 and the area north of Highway 388 lying west of Highway 231 and east of Highway 79 are designated as a Rural Area of Opportunity**.** On **July 8, 2025**, Governor Ron DeSantis issued Executive Order Number **25-141**, which re-designated the Northwest RAO for another five-year term with an expiration date of **July 8, 2030.**

II. The Participating Community

A. Pursuant to section 288.0656(7)(b), F.S., and Executive Order Number **25-141**, RAO designation shall be contingent upon the execution of a MOA between the Parties. Section 288.0656(7)(b), F.S., requires this MOA to specify the terms and conditions of the designation, including, but not limited to, the duties and responsibilities of the City to take actions designed to facilitate the retention and expansion of existing businesses in the area, as well as the recruitment of new businesses to the area.

B. The City agrees that fulfillment of the following duties and responsibilities, as reasonably determined by REDI, is required for recommendation by REDI for continued designation as a RAO.

C. The City shall:

1. Designate a specific contact person from among City elected or appointed officials to serve as a point of contact in all matters and activities relating to the Northwest RAO;

2. Designate a specific person from a non-profit organization actively engaged in economic development within the City, to serve as the single point of contact to represent and provide input on all economic development matters and activities relating to the Northwest RAO;

3. Include contact information for designees on Exhibit A, attached hereto, (these designees may be the same designee to serve as the representative to other similar organizations); the City shall inform Commerce in writing by either mail or email of any changes to the specified persons within ten (10) business days of the change; and

4. Actively participate in the RAO regional economic development organization by attending meetings and taking part in regional economic development initiatives to help build knowledge and skillsets required to compete more effectively for job creation projects. Commerce strongly encourages the City's participation in initiatives sponsored by the regional organization such as national and regional marketing events, trade shows, regional branding, and training programs, and the development of a multi-year strategic plan.

Docusign Envelope ID: 68DE75BD-9B36-8786-8182-2096D28F28B8

III. Implementation and Duration

A. Pursuant to Executive Order Number **25-141**, the designation of the North West RAO affecting the counties of Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Wakulla, and Washington; the area in Walton County north of the Choctawhatchee Bay and the Intracoastal Waterway; the area in Okaloosa County that is contiguous with Walton County, within the area east of State Road 85 and north of Interstate 10 and all unincorporated areas therein, including the City of Laurel Hill and the unincorporated areas of Auburn, Deerland, and Svea; and the area in Bay County that is contiguous with Calhoun, Jackson, and Washington Counties, within the area north of Scotts Ferry Road and east of Highway 231 and the area north of Highway 388 lying west of Highway 231 and east of Highway 79 shall be in effect for five years and will expire on **July 8, 2030**.

A. REDI may recommend the RAO designation and this MOA be terminated or continued based on performance under this MOA.

B. This MOA shall take effect immediately upon full and proper execution by all Parties and supersedes and replaces any and all previous such RACEC and RAO agreement(s) between the Parties.

C. This MOA shall expire on **July 8, 2030,** unless terminated earlier.

D. Both Parties shall review this MOA annually. If revisions are needed, notification shall be given to both Parties in writing of the specific changes desired with the proposed amendment language and the reasons for the revisions. With the mutual consent of both Parties, the proposed changes shall become effective when both Parties have duly executed an amendment to this MOA.

E. The City may terminate this MOA at any time upon written notice to Commerce.

F. Designation as a RAO is, by statute and Executive Order, contingent upon execution of a MOA between the Parties. REDI shall recommend the RAO designation be terminated if this MOA is not duly executed or if this MOA is terminated and another MOA is not timely and duly executed in its place.

- The remainder of this page has been intentionally left blank. -

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IV. EXECUTION

By affixing her or his signature herein below, each undersigned official represents and warrants that she or he has read the above MOA and the Exhibit A attached hereto and understands each section and paragraph.

IN WITNESS THEREOF, and in consideration of the mutual covenants set forth above and, in the Attachments and Exhibits hereto, the Parties have caused to be executed this MOA by their undersigned officials duly authorized.

CITY OF CHIPLEY, FLORIDA		**FLORIDA DEPARTMENT OF COMMERCE**	
By	_____ Signature	**By**	_____ Signature
Title	**Tracy Andrews Mayor**	**Title**	_____
Date	_____	**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: _____

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EXHIBIT A – DESIGNATED CONTACTS
City of Chipley, Florida

Contact Information for an Elected or Appointed Official

Name: _____

Address: _____

_____

Phone: _____

Fax: _____

Email: _____

Contact Information for One Person from
a Non-Profit Organization Engaged in Economic Development

Name: _____

Address: _____

_____

Phone: _____

Fax: _____

Email: _____

Please complete this page and return with the signed MOA. The City is required to inform Commerce of any changes to this information within ten business days of a change.

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: RFQ No. 2026-01 – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

The City advertised for Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract and received fifteen (15) submittals which were scored by SERCAP, Inc.

We will work to prepare contracts with each firm and bring them back to the City Council for approval.

Water and Wastewater Infrastructure: LJA Engineering, Inc., Ardurra Group, Inc. and Mott MacDonald Florida, LLC.

Roadway and Drainage Infrastructre: David H. Melvin, Inc., Volkert, Inc., Anchor CEI, and Fisher Arnold.

Construction Engineering and Inspection (CEI): North Florida Professionals, and Alday Howell Engineering, Inc.

RECOMMENDATION

City staff recommend approval of RFQ No. 2026-01 – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract.

ATTACHMENTS

1. Memo

CITY OF CHIPLEY

MEMO

To: City Council

From: Patrice Tanner, City Administrator

Date: November 5, 2026

Re: RFQ No. 2026-01 – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract

---

SUMMARY:

The City advertised for Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract. We received fifteen (15) submittals which were scored by SERCAP, Inc. Mrs. Mary Gavin will be present to review the overall process of evaluations of the firms.

RECOMMENDATION:

Recommendation is that the City Council approve award of RFQ No. 2026-01 – Engineering Design, Planning, Preliminary Engineering, CEI Services – Continuing Contract to the following firms:

Water and Wastewater Infrastructure: LJA Engineering, Inc., Ardurra Group, Inc., and Mott MacDonald Florida, LLC.

Roadway and Drainage Infrastructure: David H. Melvin, Inc., Volkert, Inc., Anchor CEI, and Fisher Arnold.

Construction Engineering and Inspection (CEI): North Florida Professionals, and Alday-Howell Engineering, Inc.

This will be subject to negotiations per CCNA for fair and reasonable compensation. Once this has been established, we will work with each firm to prepare contracts and bring them back to the City Council for approval.

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Special Event Application – Veteran's Reunion – Patriot Guard Riders

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

The Patriot Guard Riders are requesting approval to hold a Veteran's Reunion at the Train Depot from February 10-13, 2027, featuring the Vietnam Memorial Traveling Wall and the Global War on Terrorism Wall. This event is being rescheduled due to Hurricane Isaias.

Both walls will be set up on the grassy area, with a representative from the organization present on-site 24 hours a day throughout the duration of the event. The displays will be illuminated during nighttime hours. Informational vendors from the VFW and VSO will be present to distribute materials only. Top on Main will be the sole vendor permitted to sell items, which will be limited to military related merchandise.

One wall measures 64 feet in length, and the other measures 24 feet.

Proof of insurance will be submitted prior to the event.

RECOMMENDATION

City Staff recommend approval of the Special Event Application – Veteran's Reunion – Patriot Guard Riders.

ATTACHMENTS

1. Special Event Application

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: Patriot Guard Riders

Address: 3664 Bush Rd, Graceville, FL 32440

Contact person: Larry Tyndall Phone: 321-292-2534 Fax: _____

E-mail: harleyrider1110@gmail.com

Type of Event: Veteran's Reunion

Purpose of Event: Showcase the Vietnam Memorial Traveling Wall and the Global War on Terrorism Wall

Location of Event: Chipley Depot Indoors/Outdoors

Date(s) & Time(s) of Event: February 10-13, 2027

Amount of Liability Insurance: _____ (attach copy of policy)

Concert Yes/No If yes, What type of music? None

Will food and nonalcoholic beverages be sold? No, will coordinate with Chipley Station

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: 100-200 (Open to the public)
Are security and/or medical services provided? No

Applicant Signature: _____ Date: _____

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 Event upon 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 _____ day of _____, 20 ____.

FIRM OR ORGANIZATION: Patriot Guard Riders

Signature

Larry Tyndall
Print Name

Witness

Witness

Print Name

Print Name

STATE OF FLORIDA
COUNTY OF WASHINGTON

The foregoing instrument was acknowledged before me by Larry Tyndall, 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 16th day of October, 20 26.

SHERRY SNELL
Notary Public - State of Florida
Commission # HH 470986
My Comm. Expires Dec 7, 2027
Bonded through National Notary Assn.

Notary Public

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Resolution No. 27-12 – Florida Department of Law Enforcement State Financial Assistance (SFA) Agreement Drone as First Responder (DFR) Program

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

This resolution will approve a grant agreement for the City in the amount of $99,998 through the Florida Department of Law Enforcement's Drone as First Responder (DFR) Program. The grant will fund the purchase of two drone packages to support the City's public safety operations. The grant period is October 1, 2026, through June 30, 2027, with no local matching funds required.

RECOMMENDATION

City Staff recommend approval of Resolution No. 27-12 – Florida Department of Law Enforcement State Financial Assistance (SFA) Agreement Drone as First Responder (DFR) Program

ATTACHMENTS

1. Resolution No. 27-12
2. Agreement

RESOLUTION NO. 27-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHIPLEY, FLORIDA, AUTHORIZING THE ACCEPTANCE OF THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE) STATE FINANCIAL ASSISTANCE AWARD FOR THE DRONE AS FIRST RESPONDER (DFR) PROGRAM, AWARD NO. 4L028.

WHEREAS, the Florida Department of Law Enforcement (FDLE) has approved a State Financial Assistance award to the City of Chipley in the amount of $99,998.00 through the Drone as First Responder (DFR) Program, Award No. 4L028 (CSFA No. 71.243); and

WHEREAS, the grant provides funding for the procurement of drones that comply with Section 934.50, Florida Statutes, and Rule 60GG-2.0075, Florida Administrative Code, including two (2) drone packages consisting of air frames, cameras, thermal upgrades, additional batteries, and chargers; an

WHEREAS, the grant activity period is October 1, 2026, through June 30, 2027, and the award requires no local match; and

WHEREAS, the City Council of the City of Chipley recognizes the value of the Drone as First Responder Program in supporting public safety and law enforcement operations within the City.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Chipley as follows:

1. The City of Chipley hereby accepts the Florida Department of Law Enforcement State Financial Assistance award in the amount of $99,998.00 for the Drone as First Responder (DFR) Program, Award No. 4L028, for the procurement of compliant drones.

2. The grant activity period shall be October 1, 2026, through June 30, 2027, with no local match required.

3. The Mayor and City Administrator are hereby authorized to execute the grant agreement and all necessary documents, certifications, and reports required to implement and administer the grant.

DULY PASSED AND ADOPTED by the City Council of the City of Chipley, Florida, at a regular meeting on this 10th day of November, 2026.

CITY OF CHIPLEY

_____
Tracy L. Andrews, Mayor

ATTEST:

_____
Sherry Snell, City Clerk

DRAFT

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Legislative Priorities – Liberty Partners of Tallahassee, LLC

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

Tim Parsons, representing Liberty Partners of Tallahassee, LLC, will be present to discuss the upcoming Legislative Session and review the City of Chipley's legislative priorities.

The following projects and initiatives have been identified by staff as current legislative priorities:

1. **Brickyard Road and Vo-Tech Lift Station Sewer Improvements**
   - Improvements to existing sewer infrastructure to address capacity, reliability, and service needs.
2. **Natural Gas and Sewer Utilities Expansion – South of Interstate**
   - Expansion of natural gas and sewer infrastructure to support future development and provide additional utility service opportunities south of Interstate 10.
3. **Police Modernization Equipment**
   - Funding assistance for updated police department equipment to support law enforcement operations, public safety, and modernization efforts.

RECOMMENDATION

To review these priorities and coordinate efforts to advance the projects during the upcoming Legislative Session.

ATTACHMENTS

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Resolution No. 27-11 - Florida Department of Commerce Agreement No. M0143 – Amendment Five.

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

This resolution will amend the Florida Department of Commerce Agreement No. M0143, extending the agreement end date to June 30, 2027, unless otherwise terminated as provided in the Agreement. Also to include updated language regarding Citizen Complaints, Human Trafficking and Forced Labor, Section 19, Attachments, Subsection b, and adds Attachment O.

RECOMMENDATION

City Staff recommend approval of Resolution No. 27-11 - Florida Department of Commerce Agreement No. M0143 – Amendment Five.

ATTACHMENTS

1. Resolution No. 27-11
2. Amendment Five

RESOLUTION NO. 27-11

A RESOLUTION APPROVING AN AGREEMENT AMENDMENT IDENTIFIED AS AMENDMENT FIVE TO THE FEDERALLY FUNDED COMMUNITY DEVELOPMENT BLOCK GRANT DISASTER RECOVERY (CDBG-DR) HAZARD MITIGATION GRANT MATCH PROGRAM (HMGMP) SUBRECIPIENT AGREEMENT NO. M0143, 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 M0143 "Agreement"; and

WHEREAS, Commerce and the Grantee may individually be referred to herein as a "Party" or collectively as the "Parties"; and

WHEREAS, Section 4, Modification of Agreement, 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 in Attachment "A".

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Chipley as follows:

1. The City of Chipley hereby approves the State of Florida, Department of Commerce Agreement No. M0143, Amendment Five.

2. This will extend the agreement end date to June 30, 2027 unless otherwise terminated as provided in the Agreement and to include updated language.

3. This amendment updates language regarding Citizen Complaints, Human Trafficking and Forced Labor, Section 19, Attachments, Subsection b, and adds Attachment O.

4. The Mayor or Mayor Pro-Tem of the City of Chipley be hereby authorized and directed to execute the agreement.

5. A certified copy of this Resolution be forwarded to the FDEO along with the executed Agreement.

DULY PASSED AND ADOPTED by the City Council of the City of Chipley, Florida at a regular meeting on this 10th day of November, 2026.

DRAFT

CITY OF CHIPLEY

_____
Tracy L. Andrews, Mayor

ATTEST:

_____
Sherry Snell, City Clerk

DRAFT

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Reapprove Award of Bid 2026-03 – Florida Department of Commerce CDBG-DR - North 2nd Street Roadway & Drainage Improvements – Extreme Land Restoration, LLC

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

The City advertised for the North 2nd Street Roadway & Drainage Improvement Project. This project primarily consists of roadway and drainage improvements on North 2nd Street from Glenwood Avenue to Warren Avenue. Eleven bids were received with the low bid from Extreme Land Restoration, LLC in the amount of $1,247,291.85. David H. Melvin, Inc. reviewed the bids and recommended award of bid to Extreme Land Restoration, LLC.

We are bringing this back to City Council to reapprove because we did determine there were two informalities in the bid, however, based on our bid documents, they do allow for these informalities to be waived at City discretion. The following are the two technicalities:

1. This bidder's SAM registration was showing as expired in the bid documents.
   The SAM registration was current based on the SAM.gov website, however, the contractor included the incorrect document in the bid. This has been corrected.

2. On the Sworn Statement on Public Entity Crimes (C-470), Rita Barber dated her signature July 24, 2026. However, the sworn notary block directly below it states she appeared and signed the document on July 27, 2026.
   Rita Barber, the owner of Extreme, said that she filled the bid docs out on 7/24/26 but they didn't get signed and notarized until 7/27/2026. This has been corrected.

RECOMMENDATION

City Staff recommends to reapprove Award of Bid No. 2026-03 – Florida Department of Commerce CDBG-DR - North 2nd Street Roadway & Drainage Improvements to Extreme Land Restoration, LLC, in the amount of $1,247,291.85, with the two corrected informalities waived.

ATTACHMENTS

1. Bid No. 2026-03 Advertisement
2. Engineer's Recommendation of Award
3. Bid No. 2026-03 – Bid Tab Summary

DHM Melvin Engineering

July 29, 2026

Ms. Patrice Tanner, City Administrator
City of Chipley
1442 Jackson Ave
Chipley, FL 32428

RE: N 2nd Street Paving and Drainage Improvements (CHI22SW – Phase 2)
Engineer's Recommendation of Award

Ms. Tanner:

On August 28, 2026, at 2pm bids were received and read aloud for the above referenced project. Eleven (11) bids were received as shown in the attached Detailed Bid Tabulation. The low bidder was Extreme Land Restoration of Lynn Haven with a Base Bid Amount of $1,373,671.25. This base bid is over the $1,265,445.32 budget, but we included in the bid docs two (2) deductive alternates in case the bids came in high. After factoring in both deductions, the reduced bid amount is $1,247,291.85 which is within the allowable budget. I have reviewed this low bid for mathematical errors and bid spec requirements, and everything appears to be in order. We have worked with Extreme Land on several previous projects recently and feel that they will do an excellent job for the City of Chipley.

Therefore, we recommend the award of this project to Extreme Land Restoration LLC in the amount of **$1,247,291.85** subject to State approval by grant agency.

Should you have any questions, please feel free to contact me.

Sincerely,



Rod Adams
Senior Engineer

DHM Melvin Engineering

N 2nd St Paving and Drainage Project
DHM No. CHI22SW (Phase 2)

BID SUMMARY

	CWR	GCUC	Lagniappe	Mainline	SEC	ECSC	Extreme Land	Roberts & Roberts	Anderson Columbia	American Sand	850 Construction
Part A (Roadway) Subtotal	$ 1,481,975.25	$ 1,181,252.78	$ 1,061,177.95	$ 1,254,628.98	$ 1,291,992.80	$ 1,271,748.26	$ 989,479.25	$ 1,398,087.12	$ 1,149,786.68	$ 1,076,606.85	$ 1,177,868.03
Part B (Utility) Subtotal	$ 450,608.11	$ 459,451.00	$ 443,197.78	$ 496,459.73	$ 629,214.00	$ 398,815.54	$ 384,192.00	$ 510,212.00	$ 524,156.27	$ 394,517.00	$ 416,985.37
Total Base Bid Amount	$ 1,932,583.36	$ 1,640,703.78	$ 1,504,375.73	$ 1,751,088.71	$ 1,921,206.80	$ 1,670,563.80	$ 1,373,671.25	$ 1,908,299.12	$ 1,673,942.95	$ 1,471,123.85	$ 1,594,853.40
Net Deduction #1 Subtotal	$ (90,625.20)	$ (96,550.00)	$ (112,752.50)	$ -	$ (83,305.00)	$ (154,525.22)	$ (99,203.70)	$ (6,148.00)	$ -	$ (121,168.00)	$ (75,907.11)
Net Deduction #2 Subtotal	$ (22,884.40)	$ (39,190.00)	$ (26,449.50)	$ (29,345.54)	$ (49,825.00)	$ (28,720.47)	$ (27,175.70)	$ (20,989.35)	$ -	$ (52,834.50)	$ (34,543.39)
Total Deductions	$ (113,509.60)	$ (135,740.00)	$ (139,202.00)	$ (29,345.54)	$ (133,130.00)	$ (183,245.69)	$ (126,379.40)	$ (27,137.35)	$ -	$ (174,002.50)	$ (110,450.50)
Total Reduced Bid Amount	$ 1,819,073.76	$ 1,504,963.78	$ 1,365,173.73	$ 1,721,743.17	$ 1,788,076.80	$ 1,487,318.11	$ 1,247,291.85	$ 1,881,161.77	$ 1,673,942.95	$ 1,297,121.35	$ 1,484,402.90

Construction Budget = $1,265,445.32

Note: Yellow highlighted values represent mathematical errors in the bid. The corrected value is shown in yellow.

DHM Melvin Engineering

N 2nd St Paving and Drainage Project
DHM No. CHI22SW (Phase 2)
Detailed Bid Tabulation

BASE BID SCHEDULE				BIDDING CONTRACTORS																					
				CWR		GCUC		Lagniappe		Mainline		SEC		ECSC		Extreme Land		Roberts & Roberts		Anderson Columbia		American Sand		850 Construction	
Part A (Roadway Items)																									
Item No.	Description	Unit	Qty.	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
0101-1	Mobilization	LS	1.0	$229,280.86	$ 229,280.86	$ 37,500.00	$ 37,500.00	$ 74,000.00	$ 74,000.00	$ 42,720.00	$ 42,720.00	$135,000.00	$ 135,000.00	$ 70,411.16	$ 70,411.16	$ 31,000.00	$ 31,000.00	$175,000.00	$ 175,000.00	$102,958.20	$ 102,958.20	$ 50,000.00	$ 50,000.00	$ 93,064.35	$ 93,064.35
0102-1	Maintenance of Traffic (180 DAYS)	LS	1.0	$104,410.17	$ 104,410.17	$ 7,500.00	$ 7,500.00	$ 1,500.00	$ 1,500.00	$ 28,560.00	$ 28,560.00	$ 87,500.00	$ 87,500.00	$ 20,926.15	$ 20,926.15	$ 7,500.00	$ 7,500.00	$ 80,000.00	$ 80,000.00	$ 16,098.70	$ 16,098.70	$ 20,000.00	$ 20,000.00	$ 77,543.96	$ 77,543.96
0104-10-3	Sediment Barrier	LF	1,012.0	$ 4.29	$ 4,341.48	$ 4.50	$ 4,554.00	$ 3.25	$ 3,289.00	$ 4.58	$ 4,634.96	$ 3.75	$ 3,795.00	$ 3.81	$ 3,855.72	$ 3.00	$ 3,036.00	$ 5.70	$ 5,768.40	$ 3.39	$ 3,430.68	$ 5.00	$ 5,060.00	$ 3.60	$ 3,643.20
0110-1-1	Clearing and Grubbing (2.4 Acres)	LS	1.0	$ 41,756.59	$ 41,756.59	$107,380.63	$ 107,380.63	$ 34,500.00	$ 34,500.00	$150,175.20	$ 150,175.20	$ 75,000.00	$ 75,000.00	$ 81,468.68	$ 81,468.68	$ 25,000.00	$ 25,000.00	$ 95,000.00	$ 95,000.00	$ 50,127.61	$ 50,127.61	$ 20,000.00	$ 20,000.00	$ 20,300.02	$ 20,300.02
0120-1	Regular Excavation	CY	3,064.0	$ 30.99	$ 94,953.36	$ 4.50	$ 13,788.00	$ 8.00	$ 24,512.00	$ 15.18	$ 46,511.52	$ 15.00	$ 45,960.00	$ 22.00	$ 67,408.00	$ 21.00	$ 64,344.00	$ 30.00	$ 91,920.00	$ 19.22	$ 58,890.08	$ 17.00	$ 52,088.00	$ 25.12	$ 76,967.68
0120-2-2	Borrow Excavation, Truck Measure	CY	593.0	$ 28.10	$ 16,663.30	$ 16.75	$ 9,932.75	$ 24.00	$ 14,232.00	$ 30.00	$ 17,790.00	$ 20.00	$ 11,860.00	$ 29.24	$ 17,339.32	$ 30.00	$ 17,790.00	$ 20.00	$ 11,860.00	$ 18.58	$ 11,017.94	$ 32.00	$ 18,976.00	$ 20.90	$ 12,393.70
0120-4	Subsoil Excavation	CY	500.0	$ 12.78	$ 6,390.00	$ 29.25	$ 14,625.00	$ 16.50	$ 8,250.00	$ 27.24	$ 13,620.00	$ 18.00	$ 9,000.00	$ 23.03	$ 11,515.00	$ 16.50	$ 8,250.00	$ 28.50	$ 14,250.00	$ 10.40	$ 5,200.00	$ 30.00	$ 15,000.00	$ 42.04	$ 21,020.00
0285-706	Optional Base, OBG-6	SY	6,703.0	$ 23.06	$ 154,571.18	$ 24.00	$ 160,872.00	$ 16.75	$ 112,275.25	$ 29.15	$ 195,392.45	$ 27.50	$ 184,332.50	$ 25.47	$ 170,725.41	$ 19.50	$ 130,708.50	$ 25.00	$ 167,575.00	$ 15.28	$ 102,421.84	$ 20.00	$ 134,060.00	$ 22.48	$ 150,683.44
0334-1-52	Type SP Asphalt, Traffic B, (PG 76-22)	TN	928.2	$ 171.04	$ 158,759.33	$ 195.00	$ 180,999.00	$ 200.00	$ 185,640.00	$ 179.55	$ 166,658.31	$ 155.00	$ 143,871.00	$ 186.76	$ 173,350.63	$ 181.00	$ 168,004.20	$ 160.00	$ 148,512.00	$ 152.33	$ 141,392.71	$ 150.00	$ 139,230.00	$ 181.25	$ 168,236.25
0400-2-1	Concrete Class II, Culverts	CY	7.0	$ 2,985.58	$ 20,899.06	$ 2,500.00	$ 17,500.00	$ 1,450.00	$ 10,150.00	$ 800.00	$ 5,600.00	$ 1,500.00	$ 10,500.00	$ 1,069.39	$ 7,485.73	$ 850.00	$ 5,950.00	$ 2,000.00	$ 14,000.00	$ 950.43	$ 6,653.01	$ 2,500.00	$ 17,500.00	$ 1,486.65	$ 10,406.55
0425-1-521	Inlets, Ditch Bottom, Type C, <10'	EA	1.0	$ 7,437.80	$ 7,437.80	$ 4,750.00	$ 4,750.00	$ 3,350.00	$ 3,350.00	$ 3,131.57	$ 3,131.57	$ 4,525.00	$ 4,525.00	$ 3,539.19	$ 3,539.19	$ 4,600.00	$ 4,600.00	$ 5,875.00	$ 5,875.00	$ 5,212.92	$ 5,212.92	$ 3,450.00	$ 3,450.00	$ 3,837.25	$ 3,837.25
0425-1-541	Inlets, Ditch Bottom, Type D, <10'	EA	1.0	$ 7,088.53	$ 7,088.53	$ 5,125.00	$ 5,125.00	$ 4,250.00	$ 4,250.00	$ 4,526.06	$ 4,526.06	$ 5,100.00	$ 5,100.00	$ 3,950.78	$ 3,950.78	$ 5,550.00	$ 5,550.00	$ 6,700.00	$ 6,700.00	$ 6,166.47	$ 6,166.47	$ 5,050.00	$ 5,050.00	$ 4,841.93	$ 4,841.93
0430-94-1	Pipe Desilting (0" to 24")	LF	65.0	$ 34.48	$ 2,241.20	$ 25.00	$ 1,625.00	$ 135.00	$ 8,775.00	$ 29.73	$ 1,932.45	$ 25.00	$ 1,625.00	$ 7.90	$ 513.50	$ 5.50	$ 357.50	$ 15.80	$ 1,027.00	$ 62.88	$ 4,087.20	$ 18.00	$ 1,170.00	$ 5.95	$ 386.75
0430-175-118	Pipe Culvert, Opt. Mat., Round, 18" CD	LF	134.0	$ 81.50	$ 10,921.00	$ 150.00	$ 20,100.00	$ 74.00	$ 9,916.00	$ 92.48	$ 12,392.32	$ 125.00	$ 16,750.00	$ 77.77	$ 10,421.18	$ 70.50	$ 9,447.00	$ 121.00	$ 16,214.00	$ 93.51	$ 12,530.34	$ 51.00	$ 6,834.00	$ 68.78	$ 9,216.52
0430-175-124	Pipe Culvert, Opt. Mat., Round, 24" CD	LF	52.0	$ 119.92	$ 6,235.84	$ 175.00	$ 9,100.00	$ 112.00	$ 5,824.00	$ 138.51	$ 7,202.52	$ 190.00	$ 9,880.00	$ 96.26	$ 5,005.52	$ 105.00	$ 5,460.00	$ 175.00	$ 9,100.00	$ 133.85	$ 6,960.20	$ 81.00	$ 4,212.00	$ 89.16	$ 4,636.32
0430-175-224	Pipe Culvert, Opt. Mat., Ellipt/Arch, 24" CD	LF	132.0	$ 158.57	$ 20,931.24	$ 225.00	$ 29,700.00	$ 205.00	$ 27,060.00	$ 238.94	$ 31,540.08	$ 150.00	$ 19,800.00	$ 188.09	$ 24,827.88	$ 170.00	$ 22,440.00	$ 205.00	$ 27,060.00	$ 221.22	$ 29,201.04	$ 170.00	$ 22,440.00	$ 167.50	$ 22,110.00
0430-554-210	Straight Conc. EW., 54", Dbl., 15 Deg., Rnd.	EA	2.0	$ 30,610.99	$ 61,221.98	$ 29,000.00	$ 58,000.00	$ 12,850.00	$ 25,700.00	$ 39,443.50	$ 78,887.00	$ 25,000.00	$ 50,000.00	$ 25,414.20	$ 50,828.40	$ 18,750.00	$ 37,500.00	$ 20,150.00	$ 40,300.00	$ 27,391.57	$ 54,783.14	$ 28,000.00	$ 56,000.00	$ 10,109.22	$ 20,218.44
0430-982-125	MES, Optional Round, 18" CD	EA	1.0	$ 2,543.37	$ 2,543.37	$ 3,250.00	$ 3,250.00	$ 3,050.00	$ 3,050.00	$ 2,745.68	$ 2,745.68	$ 2,200.00	$ 2,200.00	$ 2,814.79	$ 2,814.79	$ 2,275.00	$ 2,275.00	$ 1,865.50	$ 1,865.50	$ 2,450.58	$ 2,450.58	$ 2,100.00	$ 2,100.00	$ 2,377.41	$ 2,377.41
0430-982-129	MES, Optional Round, 24" CD	EA	2.0	$ 2,613.50	$ 5,227.00	$ 3,500.00	$ 7,000.00	$ 3,285.00	$ 6,570.00	$ 3,039.22	$ 6,078.44	$ 3,000.00	$ 6,000.00	$ 3,281.10	$ 6,562.20	$ 2,900.00	$ 5,800.00	$ 2,220.00	$ 4,440.00	$ 3,260.41	$ 6,520.82	$ 2,400.00	$ 4,800.00	$ 3,006.45	$ 6,012.90
0430-982-629	MES, Optional Other-Ellipt/Arch, 24" CD	EA	6.0	$ 3,111.18	$ 18,667.08	$ 4,000.00	$ 24,000.00	$ 3,050.00	$ 18,300.00	$ 3,462.34	$ 20,774.04	$ 3,500.00	$ 21,000.00	$ 3,322.77	$ 19,936.62	$ 3,000.00	$ 18,000.00	$ 2,900.00	$ 17,400.00	$ 3,417.75	$ 20,506.50	$ 3,000.00	$ 18,000.00	$ 3,262.16	$ 19,572.96
0430-984-123	MES, Optional Round, 15" SD	EA	2.0	$ 2,266.11	$ 4,532.22	$ 3,250.00	$ 6,500.00	$ 3,285.00	$ 6,570.00	$ 2,367.98	$ 4,735.96	$ 2,000.00	$ 4,000.00	$ 1,564.76	$ 3,129.52	$ 2,250.00	$ 4,500.00	$ 1,550.00	$ 3,100.00	$ 2,309.70	$ 4,619.40	$ 2,000.00	$ 4,000.00	$ 2,713.93	$ 5,427.86
0430-984-125	MES, Optional Round, 24" SD	EA	2.0	$ 2,201.00	$ 4,402.00	$ 3,500.00	$ 7,000.00	$ 3,285.00	$ 6,570.00	$ 3,039.22	$ 6,078.44	$ 3,000.00	$ 6,000.00	$ 3,281.10	$ 6,562.20	$ 2,300.00	$ 4,600.00	$ 1,850.00	$ 3,700.00	$ 3,260.41	$ 6,520.82	$ 2,400.00	$ 4,800.00	$ 1,665.05	$ 3,330.10
0515-1-2	Pipe Hand Rail, Guiderail, Aluminum	LF	24.0	$ 229.39	$ 5,505.36	$ 125.00	$ 3,000.00	$ 125.00	$ 3,000.00	$ 90.00	$ 2,160.00	$ 65.00	$ 1,560.00	$ 84.68	$ 2,032.32	$ 85.00	$ 2,040.00	$ 69.00	$ 1,656.00	$ 67.09	$ 1,610.16	$ 110.00	$ 2,640.00	$ 124.88	$ 2,997.12
0520-1-10	Concrete Curb and Gutter, Type F	LF	131.0	$ 48.10	$ 6,301.10	$ 30.00	$ 3,930.00	$ 32.50	$ 4,257.50	$ 19.04	$ 2,494.24	$ 90.00	$ 11,790.00	$ 36.13	$ 4,733.03	$ 38.50	$ 5,043.50	$ 44.00	$ 5,764.00	$ 61.50	$ 8,056.50	$ 34.00	$ 4,454.00	$ 29.14	$ 3,817.34
0520-2-2	Concrete Curb, Type D	LF	57.0	$ 54.01	$ 3,078.57	$ 45.00	$ 2,565.00	$ 30.00	$ 1,710.00	$ 19.04	$ 1,085.28	$ 80.00	$ 4,560.00	$ 36.13	$ 2,059.41	$ 38.50	$ 2,194.50	$ 49.00	$ 2,793.00	$ 50.32	$ 2,868.24	$ 34.00	$ 1,938.00	$ 29.14	$ 1,660.98
0520-6-1	Concrete Shoulder Gutter, Modified	LF	5,680.0	$ 36.29	$ 206,127.20	$ 32.00	$ 181,760.00	$ 36.85	$ 209,308.00	$ 22.40	$ 127,232.00	$ 28.00	$ 159,040.00	$ 44.03	$ 250,090.40	$ 30.00	$ 170,400.00	$ 33.75	$ 191,700.00	$ 41.37	$ 234,981.60	$ 34.00	$ 193,120.00	$ 29.73	$ 168,866.40
0522-1	Concrete Sidewalk and Driveways, 4" Thick	SY	42.0	$ 110.96	$ 4,660.32	$ 94.00	$ 3,948.00	$ 85.85	$ 3,605.70	$ 65.52	$ 2,751.84	$ 180.00	$ 7,560.00	$ 81.44	$ 3,420.48	$ 68.50	$ 2,877.00	$ 94.00	$ 3,948.00	$ 83.86	$ 3,522.12	$ 90.00	$ 3,780.00	$ 85.64	$ 3,596.88
0522-2	Concrete Sidewalk and Driveways, 6" Thick	SY	670.0	$ 130.17	$ 87,213.90	$ 100.00	$ 67,000.00	$ 98.50	$ 65,995.00	$ 75.60	$ 50,652.00	$ 110.00	$ 73,700.00	$ 93.97	$ 62,959.90	$ 75.00	$ 50,250.00	$ 100.00	$ 67,000.00	$ 95.04	$ 63,676.80	$ 110.00	$ 73,700.00	$ 96.34	$ 64,547.80
0530-3-4	Riprap-Rubble, Ditch Lining	TN	116.2	$ 140.51	$ 16,327.26	$ 175.00	$ 20,335.00	$ 135.00	$ 15,687.00	$ 370.48	$ 43,049.78	$ 125.00	$ 14,525.00	$ 128.27	$ 14,904.97	$ 100.00	$ 11,620.00	$ 192.00	$ 22,310.40	$ 168.46	$ 19,575.05	$ 140.00	$ 16,268.00	$ 196.25	$ 22,804.25
0530-74	Bedding Stone	TN	8.0	$ 335.73	$ 2,685.84	$ 110.00	$ 880.00	$ 85.00	$ 680.00	$ 130.50	$ 1,044.00	$ 150.00	$ 1,200.00	$ 53.78	$ 430.24	$ 150.00	$ 1,200.00	$ 175.00	$ 1,400.00	$ 371.73	$ 2,973.84	$ 250.00	$ 2,000.00	$ 110.54	$ 884.32
0536-73	Guardrail Removal	LF	100.0	$ 52.85	$ 5,285.00	$ 35.00	$ 3,500.00	$ 15.00	$ 1,500.00	$ 16.20	$ 1,620.00	$ 5.50	$ 550.00	$ 36.86	$ 3,686.00	$ 37.50	$ 3,750.00	$ 14.00	$ 1,400.00	$ 8.66	$ 866.00	$ 25.00	$ 2,500.00	$ 29.73	$ 2,973.00
0570-1-2	Performance Turf, Sod	SY	3,035.0	$ 6.64	$ 20,152.40	$ 4.00	$ 12,140.00	$ 5.50	$ 16,692.50	$ 7.56	$ 22,944.60	$ 5.00	$ 15,175.00	$ 5.50	$ 16,692.50	$ 3.50	$ 10,622.50	$ 5.50	$ 16,692.50	$ 3.92	$ 11,897.20	$ 4.75	$ 14,416.25	$ 8.33	$ 25,281.55
0700-1-111	Single Column Sign Assembly, F&I, < 12 SF	EA	22.0	$ 528.54	$ 11,627.88	$ 675.00	$ 14,850.00	$ 600.00	$ 13,200.00	$ 660.80	$ 14,537.60	$ 465.00	$ 10,230.00	$ 666.14	$ 14,655.08	$ 650.00	$ 14,300.00	$ 477.50	$ 10,505.00	$ 464.03	$ 10,208.66	$ 900.00	$ 19,800.00	$ 594.66	$ 13,082.52
0700-1-600	Single Column Gnd. Sign, Remove	EA	23.0	$ 42.28	$ 972.44	$ 75.00	$ 1,725.00	$ 50.00	$ 1,150.00	$ 56.00	$ 1,288.00	$ 55.00	$ 1,265.00	$ 56.45	$ 1,298.35	$ 55.00	$ 1,265.00	$ 57.50	$ 1,322.50	$ 55.91	$ 1,285.93	$ 75.00	$ 1,725.00	$ 47.58	$ 1,094.34
0700-3-501	Sign Panel, Relocate, Up to 12 SF	EA	10.0	$ 52.85	$ 528.50	$ 75.00	$ 750.00	$ 58.00	$ 580.00	$ 61.60	$ 616.00	$ 84.00	$ 840.00	$ 62.10	$ 621.00	$ 60.50	$ 605.00	$ 86.50	$ 865.00	$ 83.86	$ 838.60	$ 75.00	$ 750.00	$ 59.47	$ 594.70
0705-10-2	Object Marker, Type 2	EA	2.0	$ 111.00	$ 222.00	$ 350.00	$ 700.00	$ 150.00	$ 300.00	$ 224.00	$ 448.00	$ 62.00	$ 124.00	$ 225.81	$ 451.62	$ 220.00	$ 440.00	$ 63.50	$ 127.00	$ 61.50	$ 123.00	$ 325.00	$ 650.00	$ 124.88	$ 249.76
0706-1-3	RPM's, Type B - Bi-Directional Yellow	EA	132.0	$ 4.23	$ 558.36	$ 7.00	$ 924.00	$ 5.00	$ 660.00	$ 5.60	$ 739.20	$ 6.70	$ 884.40	$ 5.65	$ 745.80	$ 5.50	$ 726.00	$ 7.00	$ 924.00	$ 6.71	$ 885.72	$ 7.50	$ 990.00	$ 4.75	$ 627.00

DHM Melvin Engineering

N 2nd St Paving and Drainage Project
DHM No. CHI22SW (Phase 2)
Detailed Bid Tabulation

BASE BID SCHEDULE				BIDDING CONTRACTORS																					
				CWR		GCUC		Lagniappe		Mainline		SEC		ECSC		Extreme Land		Roberts & Roberts		Anderson Columbia		American Sand		850 Construction	
Part A (Roadway Items)																									
Item No.	Description	Unit	Qty.	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
0710-90	Painted Pavement Markings, Final Surface	LS	1.0	$ 3,435.52	$ 3,435.52	$ 4,000.00	$ 4,000.00	$ 3,850.00	$ 3,850.00	$ 2,800.00	$ 2,800.00	$ 2,000.00	$ 2,000.00	$ 2,822.64	$ 2,822.64	$ 2,750.00	$ 2,750.00	$ 1,725.00	$ 1,725.00	$ 1,677.23	$ 1,677.23	$ 3,200.00	$ 3,200.00	$ 3,865.29	$ 3,865.29
0711-11-124	Thermo, Std., White, Solid, 18" (Chevrons)	LF	68.0	$ 8.46	$ 575.28	$ 12.00	$ 816.00	$ 5.25	$ 357.00	$ 8.96	$ 609.28	$ 16.75	$ 1,139.00	$ 9.03	$ 614.04	$ 8.75	$ 595.00	$ 17.25	$ 1,173.00	$ 16.77	$ 1,140.36	$ 14.00	$ 952.00	$ 9.52	$ 647.36
0711-11-125	Thermo, Std., White, Solid, 24" (Stop Line)	LF	120.0	$ 4.76	$ 571.20	$ 20.00	$ 2,400.00	$ 9.50	$ 1,140.00	$ 16.80	$ 2,016.00	$ 16.75	$ 2,010.00	$ 16.94	$ 2,032.80	$ 16.50	$ 1,980.00	$ 17.25	$ 2,070.00	$ 16.77	$ 2,012.40	$ 19.00	$ 2,280.00	$ 5.36	$ 643.20
0711-11-160	Thermo, Std., White, Message or Symbol	EA	2.0	$ 237.85	$ 475.70	$ 675.00	$ 1,350.00	$ 270.00	$ 540.00	$ 448.00	$ 896.00	$ 390.00	$ 780.00	$ 451.62	$ 903.24	$ 440.00	$ 880.00	$ 402.50	$ 805.00	$ 391.36	$ 782.72	$ 600.00	$ 1,200.00	$ 267.60	$ 535.20
0711-16-201	Thermo, Std., Yellow, Solid, 4"	GM	0.997	$ 5,513.37	$ 5,496.83	$ 7,200.00	$ 7,178.40	$ 6,000.00	$ 5,982.00	$ 7,280.00	$ 7,258.16	$ 12,700.00	$ 12,661.90	$ 7,338.87	$ 7,316.85	$ 7,150.00	$ 7,128.55	$ 6,559.50	$ 6,539.82	$ 6,373.47	$ 6,354.35	$ 8,800.00	$ 8,773.60	$ 6,190.00	$ 6,171.43
0999-25	Initial Contingency Amount	LS	1.0	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00	$116,700.00	$ 116,700.00
			Part A Subtotal		$ 1,481,975.25		$ 1,181,252.78		$ 1,061,177.95		$ 1,254,628.98		$ 1,291,992.80		$ 1,271,748.26		$ 989,479.25		$ 1,398,087.12		$ 1,149,786.68		$ 1,076,606.85		$ 1,177,868.03

DHM Melvin Engineering

N 2nd St Paving and Drainage Project
DHM No. CHI22SW (Phase 2)
Detailed Bid Tabulation

BASE BID SCHEDULE				BIDDING CONTRACTORS																			
				CWR		GCUC		Lagniappe		Mainline		SEC		ECSC		Extreme Land		Roberts & Roberts		Anderson Columbia		American Sand		850 Construction	
Part B (Utility Items)																									
Item No.	Description	Unit	Qty.	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
B1	8" Insertion Gate Valve, Water (Installed Hot)	EA	6.0	$ 14,182.07	$ 85,092.42	$ 17,500.00	$ 105,000.00	$ 14,910.00	$ 89,460.00	$ 15,903.18	$ 95,419.08	$ 19,530.00	$ 117,180.00	$ 13,145.18	$ 78,871.08	$ 12,000.00	$ 72,000.00	$ 18,500.00	$ 111,000.00	$ 13,976.91	$ 83,861.46	$ 19,500.00	$ 117,000.00	$ 14,505.02	$ 87,030.12
B2	8"x8"x8" Wet-Tapping Saddle with 8" Tapping Valve, Water	EA	6.0	$ 6,848.46	$ 41,090.76	$ 6,750.00	$ 40,500.00	$ 7,612.50	$ 45,675.00	$ 10,098.80	$ 60,592.80	$ 8,660.00	$ 51,960.00	$ 4,977.35	$ 29,864.10	$ 6,140.00	$ 36,840.00	$ 10,895.00	$ 65,370.00	$ 10,622.45	$ 63,734.70	$ 5,400.00	$ 32,400.00	$ 6,510.10	$ 39,060.60
B3	8"x8"x4" Wet-Tapping Saddle with 4" Tapping Valve, Water	EA	1.0	$ 5,583.71	$ 5,583.71	$ 5,250.00	$ 5,250.00	$ 5,176.50	$ 5,176.50	$ 8,319.64	$ 8,319.64	$ 6,575.00	$ 6,575.00	$ 3,668.02	$ 3,668.02	$ 4,800.00	$ 4,800.00	$ 9,560.00	$ 9,560.00	$ 7,267.99	$ 7,267.99	$ 3,600.00	$ 3,600.00	$ 4,142.85	$ 4,142.85
B4	8" 90 Degree Bend, Water	EA	4.0	$ 5,659.40	$ 22,637.60	$ 1,250.00	$ 5,000.00	$ 1,118.25	$ 4,473.00	$ 1,177.82	$ 4,711.28	$ 2,385.00	$ 9,540.00	$ 903.43	$ 3,613.72	$ 1,275.00	$ 5,100.00	$ 880.00	$ 3,520.00	$ 1,229.97	$ 4,919.88	$ 750.00	$ 3,000.00	$ 686.91	$ 2,747.64
B5	8" 45 Degree Bend, Water	EA	8.0	$ 631.21	$ 5,049.68	$ 1,250.00	$ 10,000.00	$ 997.50	$ 7,980.00	$ 1,096.27	$ 8,770.16	$ 2,300.00	$ 18,400.00	$ 833.24	$ 6,665.92	$ 1,200.00	$ 9,600.00	$ 805.00	$ 6,440.00	$ 1,229.97	$ 9,839.76	$ 750.00	$ 6,000.00	$ 607.83	$ 4,862.64
B6	8" C900 PVC Water Main	LF	525.0	$ 58.17	$ 30,539.25	$ 50.00	$ 26,250.00	$ 36.75	$ 19,293.75	$ 97.78	$ 51,334.50	$ 175.00	$ 91,875.00	$ 42.93	$ 22,538.25	$ 51.00	$ 26,775.00	$ 77.00	$ 40,425.00	$ 72.68	$ 38,157.00	$ 39.00	$ 20,475.00	$ 39.41	$ 20,690.25
B7	8" Cut and Cap, Water	EA	6.0	$ 2,080.48	$ 12,482.88	$ 1,750.00	$ 10,500.00	$ 777.00	$ 4,662.00	$ 1,165.28	$ 6,991.68	$ 5,400.00	$ 32,400.00	$ 711.62	$ 4,269.72	$ 1,250.00	$ 7,500.00	$ 1,200.00	$ 7,200.00	$ 307.50	$ 1,845.00	$ 480.00	$ 2,880.00	$ 492.12	$ 2,952.72
B8	4" Insertion Gate Valve, Water (Installed Hot)	EA	1.0	$ 9,791.85	$ 9,791.85	$ 13,500.00	$ 13,500.00	$ 8,662.50	$ 8,662.50	$ 12,839.98	$ 12,839.98	$ 15,375.00	$ 15,375.00	$ 8,919.17	$ 8,919.17	$ 8,200.00	$ 8,200.00	$ 15,000.00	$ 15,000.00	$ 7,267.99	$ 7,267.99	$ 19,000.00	$ 19,000.00	$ 9,632.22	$ 9,632.22
B9	4"x4"x4" Wet-Tapping Saddle with 4" Tapping Valve, Water	EA	1.0	$ 5,515.53	$ 5,515.53	$ 5,000.00	$ 5,000.00	$ 4,743.90	$ 4,743.90	$ 7,002.01	$ 7,002.01	$ 6,210.00	$ 6,210.00	$ 3,627.74	$ 3,627.74	$ 4,750.00	$ 4,750.00	$ 9,000.00	$ 9,000.00	$ 4,752.15	$ 4,752.15	$ 4,000.00	$ 4,000.00	$ 4,513.74	$ 4,513.74
B10	4" 45 Degree Bend, Water	EA	2.0	$ 408.72	$ 817.44	$ 1,000.00	$ 2,000.00	$ 819.00	$ 1,638.00	$ 828.68	$ 1,657.36	$ 1,835.00	$ 3,670.00	$ 607.73	$ 1,215.46	$ 975.00	$ 1,950.00	$ 575.00	$ 1,150.00	$ 475.21	$ 950.42	$ 600.00	$ 1,200.00	$ 353.74	$ 707.48
B11	4" C900 PVC Water Main	LF	44.0	$ 93.11	$ 4,096.84	$ 100.00	$ 4,400.00	$ 26.25	$ 1,155.00	$ 102.62	$ 4,515.28	$ 112.00	$ 4,928.00	$ 55.07	$ 2,423.08	$ 43.50	$ 1,914.00	$ 85.00	$ 3,740.00	$ 27.95	$ 1,229.80	$ 38.00	$ 1,672.00	$ 35.79	$ 1,574.76
B12	4" Cut and Cap, Water	EA	1.0	$ 1,908.89	$ 1,908.89	$ 1,500.00	$ 1,500.00	$ 525.00	$ 525.00	$ 988.60	$ 988.60	$ 2,630.00	$ 2,630.00	$ 422.26	$ 422.26	$ 1,900.00	$ 1,900.00	$ 1,045.00	$ 1,045.00	$ 139.77	$ 139.77	$ 600.00	$ 600.00	$ 328.78	$ 328.78
B13	3/4" HDPE Water Service Tubing, Includes Connection Costs	LF	76.0	$ 39.75	$ 3,021.00	$ 75.00	$ 5,700.00	$ 13.13	$ 997.88	$ 98.60	$ 7,493.60	$ 55.00	$ 4,180.00	$ 60.74	$ 4,616.24	$ 30.00	$ 2,280.00	$ 97.00	$ 7,372.00	$ 139.77	$ 10,622.52	$ 30.00	$ 2,280.00	$ 25.94	$ 1,971.44
B14	Fire Hydrant Assembly	EA	2.0	$ 7,772.47	$ 15,544.94	$ 6,750.00	$ 13,500.00	$ 7,507.50	$ 15,015.00	$ 8,766.11	$ 17,532.22	$ 9,045.00	$ 18,090.00	$ 10,270.72	$ 20,541.44	$ 8,675.00	$ 17,350.00	$ 10,000.00	$ 20,000.00	$ 8,050.70	$ 16,101.40	$ 9,000.00	$ 18,000.00	$ 7,601.63	$ 15,203.26
B15	Bacteriological Sampling Point (Passing Tests Only)	EA	4.0	$ 1,367.32	$ 5,469.28	$ 1,500.00	$ 6,000.00	$ 1,207.50	$ 4,830.00	$ 1,024.90	$ 4,099.60	$ 2,384.00	$ 9,536.00	$ 1,501.21	$ 6,004.84	$ 1,200.00	$ 4,800.00	$ 3,090.00	$ 12,360.00	$ 559.07	$ 2,236.28	$ 2,000.00	$ 8,000.00	$ 1,162.64	$ 4,650.56
B16	Adjust Existing Water Valve to Final Pavement Surface	EA	5.0	$ 1,251.01	$ 6,255.05	$ 1,250.00	$ 6,250.00	$ 1,102.50	$ 5,512.50	$ 1,633.94	$ 8,169.70	$ 1,120.00	$ 5,600.00	$ 1,083.35	$ 5,416.75	$ 275.00	$ 1,375.00	$ 500.00	$ 2,500.00	$ 251.59	$ 1,257.95	$ 1,000.00	$ 5,000.00	$ 1,189.32	$ 5,946.60
B17	As-Built Utility Drawings, Paper Copy and Digital Cadd	LS	1.0	$ 4,228.33	$ 4,228.33	$ 4,750.00	$ 4,750.00	$ 9,660.00	$ 9,660.00	$ 3,000.00	$ 3,000.00	$ 3,915.00	$ 3,915.00	$ 6,887.25	$ 6,887.25	$ 4,950.00	$ 4,950.00	$ 2,875.00	$ 2,875.00	$ 3,913.53	$ 3,913.53	$ 8,000.00	$ 8,000.00	$ 7,135.92	$ 7,135.92
B18	Adjust Existing Manhole Top to Final Pavement Surface	EA	8.0	$ 1,751.67	$ 14,013.36	$ 1,750.00	$ 14,000.00	$ 1,260.00	$ 10,080.00	$ 2,373.60	$ 18,988.80	$ 2,240.00	$ 17,920.00	$ 1,649.95	$ 13,199.60	$ 68.75	$ 550.00	$ 1,500.00	$ 12,000.00	$ 838.61	$ 6,708.88	$ 1,800.00	$ 14,400.00	$ 2,378.64	$ 19,029.12
B19	2.5" Insertion Plug Valve, Gas (Installed Hot)	EA	2.0	$ 8,280.36	$ 16,560.72	$ 8,250.00	$ 16,500.00	$ 8,754.38	$ 17,508.76	$ 8,120.00	$ 16,240.00	$ 10,065.00	$ 20,130.00	$ 8,490.50	$ 16,981.00	$ 7,750.00	$ 15,500.00	$ 8,335.00	$ 16,670.00	$ 8,386.15	$ 16,772.30	$ 7,500.00	$ 15,000.00	$ 8,622.57	$ 17,245.14
B20	2.5"x2.5"x2.5" Wet-Tapping Saddle with 2.5" Tap Valve, Gas	EA	2.0	$ 12,848.84	$ 25,697.68	$ 12,500.00	$ 25,000.00	$ 13,584.38	$ 27,168.76	$ 12,600.00	$ 25,200.00	$ 15,100.00	$ 30,200.00	$ 12,701.88	$ 25,403.76	$ 12,375.00	$ 24,750.00	$ 12,950.00	$ 25,900.00	$ 9,504.30	$ 19,008.60	$ 5,000.00	$ 10,000.00	$ 13,379.85	$ 26,759.70
B21	2.5" 90 Degree Bend, Gas	EA	2.0	$ 513.96	$ 1,027.92	$ 1,025.00	$ 2,050.00	$ 543.38	$ 1,086.76	$ 504.00	$ 1,008.00	$ 600.00	$ 1,200.00	$ 508.07	$ 1,016.14	$ 495.00	$ 990.00	$ 520.00	$ 1,040.00	$ 1,397.69	$ 2,795.38	$ 750.00	$ 1,500.00	$ 535.19	$ 1,070.38
B22	2.5" Gas Main, Welded Steel	LF	95.0	$ 63.96	$ 6,076.20	$ 75.00	$ 7,125.00	$ 86.94	$ 8,259.30	$ 62.72	$ 5,958.40	$ 75.00	$ 7,125.00	$ 63.23	$ 6,006.85	$ 61.58	$ 5,850.00	$ 65.00	$ 6,175.00	$ 363.40	$ 34,523.00	$ 120.00	$ 11,400.00	$ 66.61	$ 6,327.95
B23	2.5" Cut and Cap, Gas	EA	2.0	$ 485.40	$ 970.80	$ 1,000.00	$ 2,000.00	$ 513.19	$ 1,026.38	$ 476.00	$ 952.00	$ 570.00	$ 1,140.00	$ 479.85	$ 959.70	$ 467.50	$ 935.00	$ 490.00	$ 980.00	$ 2,515.84	$ 5,031.68	$ 500.00	$ 1,000.00	$ 505.46	$ 1,010.92
B24	2" Insertion Plug Valve, Gas (Installed Hot)	EA	4.0	$ 7,994.83	$ 31,979.32	$ 7,750.00	$ 31,000.00	$ 9,660.00	$ 38,640.00	$ 7,840.00	$ 31,360.00	$ 9,400.00	$ 37,600.00	$ 7,903.40	$ 31,613.60	$ 7,625.00	$ 30,500.00	$ 8,050.00	$ 32,200.00	$ 7,267.99	$ 29,071.96	$ 5,000.00	$ 20,000.00	$ 8,325.24	$ 33,300.96
B25	2"x2"x2" Wet-Tapping Saddle with 2" Tap Valve, Gas	EA	4.0	$ 12,163.57	$ 48,654.28	$ 11,550.00	$ 46,200.00	$ 14,067.38	$ 56,269.52	$ 11,928.00	$ 47,712.00	$ 14,295.00	$ 57,180.00	$ 12,024.45	$ 48,097.80	$ 12,212.50	$ 48,850.00	$ 12,250.00	$ 49,000.00	$ 9,504.30	$ 38,017.20	$ 3,500.00	$ 14,000.00	$ 12,666.26	$ 50,665.04
B26	2" 90 Degree Bend, Gas	EA	3.0	$ 485.40	$ 1,456.20	$ 1,000.00	$ 3,000.00	$ 603.75	$ 1,811.25	$ 476.00	$ 1,428.00	$ 570.00	$ 1,710.00	$ 479.85	$ 1,439.55	$ 466.67	$ 1,400.00	$ 490.00	$ 1,470.00	$ 1,397.69	$ 4,193.07	$ 1,200.00	$ 3,600.00	$ 505.46	$ 1,516.38
B27	2" 45 Degree Bend, Gas	EA	2.0	$ 485.40	$ 970.80	$ 1,000.00	$ 2,000.00	$ 603.75	$ 1,207.50	$ 476.00	$ 952.00	$ 570.00	$ 1,140.00	$ 479.85	$ 959.70	$ 475.00	$ 950.00	$ 490.00	$ 980.00	$ 1,397.69	$ 2,795.38	$ 1,200.00	$ 2,400.00	$ 505.46	$ 1,010.92
B28	2" Gas Main, Welded Steel	LF	298.0	$ 61.67	$ 18,377.66	$ 62.00	$ 18,476.00	$ 78.49	$ 23,390.02	$ 60.48	$ 18,023.04	$ 72.50	$ 21,605.00	$ 60.97	$ 18,169.06	$ 58.50	$ 17,433.00	$ 65.00	$ 19,370.00	$ 296.31	$ 88,300.38	$ 95.00	$ 28,310.00	$ 64.22	$ 19,137.56
B29	2" Cut and Cap, Gas	EA	4.0	$ 428.30	$ 1,713.20	$ 750.00	$ 3,000.00	$ 483.00	$ 1,932.00	$ 420.00	$ 1,680.00	$ 500.00	$ 2,000.00	$ 423.40	$ 1,693.60	$ 400.00	$ 1,600.00	$ 430.00	$ 1,720.00	$ 3,913.53	$ 15,654.12	$ 1,200.00	$ 4,800.00	$ 446.00	$ 1,784.00
B30	Adjust Existing Gas Valve to Final Pavement Surface	EA	6.0	$ 3,997.42	$ 23,984.52	$ 4,000.00	$ 24,000.00	$ 4,226.25	$ 25,357.50	$ 3,920.00	$ 23,520.00	$ 4,700.00	$ 28,200.00	$ 3,951.69	$ 23,710.14	$ 3,800.00	$ 22,800.00	$ 4,025.00	$ 24,150.00	$ 531.12	$ 3,186.72	$ 2,500.00	$ 15,000.00	$ 4,162.62	$ 24,975.72
			Part A Subtotal		**$ 450,608.11**		**$ 459,451.00**		**$ 443,197.78**		**$ 496,459.73**		**$ 629,214.00**		**$ 398,815.54**		**$ 384,192.00**		**$ 510,212.00**		**$ 524,156.27**		**$ 394,517.00**		**$ 5.37**

ADVERTISEMENT FOR BIDS

PROJECT NAME: Bid No. 2026-03 - North 2nd Street Roadway & Drainage Improvements
FPID: CHI22SW (Phase 2)
Florida Commerce Grant Agreement No.: M0014

Sealed bids, two original hard copies, will be received by the City of Chipley (Owner), on Tuesday July 28, 2026 until 2:00 pm local time, at the office of:

City of Chipley
Administration Office
Attention: City Clerk
1442 Jackson Avenue
Chipley, FL 32428

for construction of the following described Project:

DESCRIPTION OF WORK

This project primarily consists of roadway and drainage improvements on N 2nd Street from Glenwood Ave to Warren Ave within the City of Chipley. Roadway improvements include complete reconstruction of the existing paved roadway with the addition of concrete shoulder gutter along both sides and new concrete driveways and isolated sections of concrete sidewalk replacement. Drainage improvements consist of replacement and upsizing of existing stormwater culverts along with the addition of concrete end treatments and concrete drainage inlets. Signing and pavement markings are also included with thermoplastic striping being placed on the final asphalt surface. This project also includes utility relocations to facilitate the new drainage improvements. Utility relocations consist of 8" water main, fire hydrants, water services, utility valve and manhole adjustments, and 2" to 2.5" natural gas mains relocated with welded steel gas pipe.

Plans, specifications, and contract documents will be open to public inspection at the office listed above or may be obtained from:

David H. Melvin Consulting Engineers
Attn: Rod Adams, P.E.
4428 Lafayette Street, P.O. Box 840, Marianna, Florida 32447
(850) 482-3045

upon payment of $125 per hard copy set which amount constitutes the cost of reproduction and handling. This payment will not be refunded. Electronic Copies of bid documents will be available free of charge. The Owner plans to open bids and publicly read aloud on July 28, 2026 at 2:00 pm or soon thereafter, at the City of Chipley City Hall located at 1442 Jackson Avenue; Chipley, FL 32428.

The Owner reserves the right to waive any informality or to reject any or all bids. Each Bidder must deposit with his/her bid, security in the amount, form and subject to the conditions provided in the Information for Bidders. Sureties used for obtaining bonds must appear as acceptable according to the Department of Treasury Circular 570.

No bid may be withdrawn for a period of sixty days after the scheduled closing time for receipt of bids.

Attention: **Bidding Contractors must be prequalified by the DEPARTMENT (FDOT) as required by Section 2 of the current FDOT Standard Specifications for Road and Bridge Construction**

SPECIAL NOTE: The city requires a business license to be purchased for the privilege of engaging in any business within the city limits. Please contact the Finance Office for a fee schedule, (850) 638-6350.

EQUAL OPPORTUNITY EMPLOYER
HANDICAP ACCESSIBLE/FAIR HOUSING JURISDICTION

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Bid No. 2026-03 - Department of Commerce CDBG-DR - North 2nd Street Roadway & Drainage Improvements – Extreme Land Restoration, LLC Construction Contract

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

This will approve the construction contract with Extreme Land Restoration, LLC, in the amount of $1,247,291.85 for the North 2nd Street Paving and Drainage Improvements Project. This contract has been approved by Florida Commerce.

RECOMMENDATION

City staff recommend approval of Bid No. 2026-03 – Florida Department of Commerce CDBG-DR - North 2nd Street Roadway & Drainage Improvements – Extreme Land Restoration, LLC Construction Contract in the amount of $1,247,291.85.

ATTACHMENTS

1. Construction Contract

AGREEMENT
BETWEEN OWNER AND CONTRACTOR
FOR CONSTRUCTION CONTRACT
FUNDING AGENCY EDITION

THIS AGREEMENT is by and between City of Chipley ("Owner") and Extreme Land Restoration, LLC ("Contractor").

Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

DESCRIPTION OF WORK

This project primarily consists of roadway and drainage improvements on N 2nd Street from Glenwood Ave to Warren Ave within the City of Chipley. Roadway improvements include complete reconstruction of the existing paved roadway with the addition of concrete shoulder gutter along both sides and new concrete driveways and isolated sections of concrete sidewalk replacement. Drainage improvements consist of replacement and upsizing of existing stormwater culverts along with the addition of concrete end treatments and concrete drainage inlets. Signing and pavement markings are also included with thermoplastic striping being placed on the final asphalt surface. This project also includes utility relocations to facilitate the new drainage improvements. Utility relocations consist of 8" water main, fire hydrants, water services, utility valve and manhole adjustments, and 2" to 2.5" natural gas mains relocated with welded steel gas pipe.

ARTICLE 2 – THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

N 2nd Street Roadway & Drainage Improvements

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by David H. Melvin, Inc. (Engineer), who is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Days to Achieve Substantial Completion and Final Payment*

The Work will be substantially completed within 150 days *after the date when the Contract Times commence to run as provided in Paragraph 2.03 of the General Conditions, and completed and ready for final payment*

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in accordance with Paragraph 14.07 of the General Conditions within 180 days after the date when the Contract Times commence to run.

4.03 *Liquidated Damages*

Contractor and Owner recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner $ 400.00 for each day that expires after the time specified in Paragraph 4.02 for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner $ 200.00 for each day that expires after the time specified in Paragraph 4.02 for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B, and 5.01.C below:

A. For all Work for the project listed in article 1.01, the contractor agrees to the total price of

One Million, Two Hundred Forty-Seven Thousand, Two Hundred Ninety-One Dollars and Eighty-Five Cents. **$ 1,247,291.85**

(figure)

All specific cash allowances are included in the above price and have been computed in accordance with paragraph 11.02 of the General Conditions.

B. The details of the unit prices for the individual items are summarized in Article 5 and Parts A and B of the Bid Proposal (00410-6 thru 9).

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the First day of each month during performance of the Work as provided in Paragraphs 6.02.A.1 and 6.02.A.2 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements:

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions:

a. 90 percent of Work completed (with the balance being retainage); and

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b. 90 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

2. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 95 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions.

6.03 *Final Payment*

A. Upon receipt of the final Application for Payment accompanied by Engineer's recommendation of payment in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay Contractor as provided in Paragraph 14.07 of the General Conditions the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07, less any sum Owner is entitled to set off against Engineer's recommendation, including but not limited to liquidated damages.

ARTICLE 7 – INTEREST

7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the maximum legal rate.

ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS

8.01 In order to induce Owner to enter into this Agreement Contractor makes the following representations:

A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.

B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

D. Contractor has obtained and carefully studied (or assumes responsibility for doing so) all examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents, and safety precautions and programs incident thereto.

E. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

F. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.

G. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.

H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.

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I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

J. Contractor will record Payment & Performance bonds (100% of contract) in the City of Chipley's Clerk's office prior to execution of Notice to Proceed.

K. Contractor will not employ illegal alien labor and will use the e-Verify system to maintain a legal work force.

L. Contractor will maintain a drug-free workplace program.

M. Contractor will follow proper change order procedures.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

A. The Contract Documents consist of the following:

1. This Agreement (pages 521-1 to 521-7, inclusive).

2. Performance bond (pages 610-1 to 610-3, inclusive).

3. Payment bond (pages 615-1 to 615-3, inclusive).

4. Certificates of Insurance.

5. General Conditions (pages 710-1 to 710-57, inclusive).

6. Specifications as listed in the table of contents of the Project Manual.

7. Construction Plans for FPID: CHI22SW (Phase 2) consisting of Roadway Plans (60 Sheets)

8. Addenda (number 1).

9. Exhibits to this Agreement (enumerated as follows):

a. Contractor's Bid (pages C410-1 to C410-9 inclusive).

b. Federal Contract Provisions (pages C530 including Attachment L).

c. CDBG Supplemental Conditions (pages C531-1 to C531-17).

d. Section 3 Contract Clause (page C532-1).

10. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:

a. Notice to Proceed (pages 550-1 to 550-1, inclusive).

b. Work Change Directives.

c. Change Order(s).

B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).

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C. There are no Contract Documents other than those listed above in this Article 9.

D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Public Entity Stipulations*

A. *City of Chipley* is a public agency subject to Chapter 119, Florida Statutes and entitled to protection under Florida Statute 768.28.

B. Effective July 1, 2013, the Florida Legislature enacted §119.0701. This statute requires that all contractors who provide governmental services shall comply with Florida's public record laws with respect to services performed on behalf of the *City of Chipley***.** Specifically, the statute requires that contractors:

1. Keep and maintain public records that ordinarily and necessarily would be required by the public agency in order to perform the service.

2. Provide the public with access to public records on the same terms and conditions that a public agency would provide the records and at a cost that does not exceed the cost provided by Chapter 119 of the Florida Statutes or as otherwise provided by law.

3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

4. Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the contractor upon termination of the contract and destroy any

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duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the *City of Chipley* in a format that is compatible with the information technology systems of the *City of Chipley.*

5. If the Contractor has questions regarding the application of Chapter 119, Florida statutes, to the Contractor's duty to provide public records relating to this contract, contact the custodian of public records at (850) 638-6350, ssnell@cityofchipley.com, P.O. Box 1007, Chipley, Florida 32448.

C. The failure of the Contractor to comply with the provisions set forth in this Article, if applicable, shall constitute a default and material breach of this Agreement, which may result in immediate termination, with no penalty to the *City of Chipley*.

D. Any indemnification clause notwithstanding the *City of Chipley's* liability under this Contract shall not exceed the limits set forth in Florida Statute 768.28 and no provision of this agreement shall expand those limits or remove any protection found therein.

10.06 *Disputes*

A. Any dispute between the parties shall be resolved without the aid of jury (by a non-jury trial) by a judge of the 14th Judicial Circuit sitting in *Washington* County Florida, applying Florida law without giving effect to any choice of law provisions.

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IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement in four copies. One counterpart each has been delivered to Owner, Contractor, Engineer, and Agency. All portions of the Contract Documents have been signed, initialed, or identified by Owner and Contractor or identified by Engineer on their behalf.

This Agreement is dated 08/17/2026. This Agreement shall not be effective unless and until Agency's designated representative concurs.

OWNER:_____	CONTRACTOR:_____
City of Chipley	Company:
By:	By:
Title:	Title:
[CORPORATE SEAL]	[CORPORATE SEAL]
Attest:	Attest:
Title:	Title:
Address for giving notices:	Address for giving notices:
City of Chipley	
1442 Jackson Avenue	
Chipley, Fl. 32428	
	Agent for service of process:
	(If Contractor is a corporation or a partnership, attach evidence of authority to sign.)

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C-522

CERTIFICATE OF OWNER'S ATTORNEY

I, the undersigned, _____, the duly authorized and acting legal representative of the City of Chipley, Florida do hereby certify as follows:

I have examined the attached contract(s) and surety bonds and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements has been duly authorized; that said representatives have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with terms, conditions and provisions thereof.

_____
Signature

_____
Date

Section C-530
Federal Contract Provisions

Throughout the performance of any work under this Agreement, CONTRACTOR (hereinafter "CONTRACTOR") agrees to abide by the following clauses and requirements:

1. REMEDIES/DISPUTE RESOLUTION/VENUE/CONSTRUCTION
Governing State Law/Severability/Venue/Waiver of Jury Trial. The rights, obligations and remedies of the parties as specified under the Contract shall be interpreted and governed in all aspects by the laws of the State of Florida. Should any provision of the Contract be determined by the courts to be illegal, unenforceable or in conflict with any applicable law, the validity of the remaining provisions shall not be impaired. Venue for litigation of the Contract shall be exclusively in courts of competent jurisdiction located in Washington County, Florida. The parties waive any and all rights to a jury trial with respect to disputes arising under the Contract.

2. TERMINATION FOR CAUSE AND CONVENIENCE
The County/City/Town may terminate this Agreement without cause, by giving the Contractor written notice of termination. Either party may terminate this Agreement for cause by giving the other party hereto written notice of termination. Termination, with and without cause, shall be effective given:
(1) not less than ten (10) calendar days written notice (delivered by certified mail, return receipt requested) of intent to terminate; and
(2) an opportunity for consultation with the terminating party prior to termination.
In the event of a termination, the Contractor shall be compensated for work satisfactorily completed and irrevocable commitments made prior to such termination. No cancellation fees will be compensated.

3. EQUAL EMPLOYMENT OPPORTUNITY
During the performance of this contract, the contractor agrees as follows:

1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, or national origin.
3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will

permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions as may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
7) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, That in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.

4. DAVIS BACON ACT
During the performance of this contract, the contractor agrees as follows:

1) All transactions regarding this contract shall be done in compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) and the requirements of 29 C.F.R. pt. 5 as may be applicable. The contractor shall comply with 40 U.S.C. 3141-3144, and 3146-3148 and the requirements of 29 C.F.R pt. 5 as applicable.
2) Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor.
3) Additionally, contractors are required to pay wages not less than once a week.
4) Contractor shall be required to request additional classifications that are not represented in the Wage Rate but will complete work on the project. The following wage rates shall apply, but not be limited to, the classifications needed for this project:

Cement Mason/Concrete Finisher
Bobcat/SkidSteer/Skid Loader
Forklift

Contractor shall complete the required Florida Department of Commerce (FC) Wage Rate Request form which shall be forwarded to the City Engineer/Representative. The City/City Representative shall forward all additional requests to FC to be processed to the Department of Labor (USDOL). Any payroll payment that does not meet the required DOL Wage Rates determined for each classification must be reimbursed by the contractor to the employees.

By accepting this contract, the Contractor accepts knowledge that additional classifications must be requested from USDOL as part of the contract bid price of this project.

5. COPELAND ANTI-KICKBACK ACT

During the performance of this contract, the contractor agrees as follows:

1) Contractor – The Contractor shall comply with 18 U.S.C. 874, 40 U.S.C 3145, and the requirements of 29 C.F.R pt. 3 as may be applicable, which are incorporated by reference into this contract.
2) Subcontracts – The contractor or subcontractor shall insert in any subcontracts the clauses above and such other clauses as the Florida Department of Commerce requires and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all of these contract clauses.
3) Breach – A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. 5.12

6. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT
During the performance of this contract, the contractor agrees as follows:

1. Overtime requirements
No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; liability for unpaid wages; liquidated damages
In the event of any violation of the clause set forth in paragraph (1.) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1.) of this section, in the sum of $31 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1.) of this section.

3. Withholding for unpaid wages and liquidated damages
The Department of Commerce shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2.) of this section.

4. Subcontracts
The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (1.) through (4.) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1.) through (4.) of this section.

7. RIGHTS TO INVENTIONS – Not applicable to this agreement.

8. CLEAN AIR ACT
The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq, when applicable, the Contractor agrees to report each violation to the City of Chipley and State of Florida and understands and agrees that the State will, in turn, report each violation as required to assure notification to the appropriate State and Federal grantors and grantees, and the appropriate Environmental Protection Agency Regional Office. The Contractor agrees to include these requirements in each subcontract exceeding $100,000 financed in whole or in part with Federal assistance provided by FEMA.

9. FEDERAL WATER POLLUTION CONTROL ACT
The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. The Contractor agrees to report each violation to the County and State of Florida and understands and agrees that the State will, in turn, report each violation as required to assure notification to the appropriate State and Federal grantors and grantees, the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office. The Contractor agrees to include these requirements in each subcontract exceeding $150,000 financed in whole or in part with Federal assistance.

10. DEBARMENT AND SUSPENSION
This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935). The contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into. This certification is a material representation of fact relied upon by the City of Chipley and State of Florida. If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to all State of Florida, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

11. PROCUREMENT OF RECOVERED MATERIALS.
(1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA- designated items unless the product cannot be acquired— (i) Competitively within a timeframe providing for compliance with the contract performance schedule; (ii) Meeting contract performance requirements; or (iii) At a reasonable price. Information about this requirement, along with the list of EPA-designate items, is available at EPA's Comprehensive Procurement Guidelines web site, https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program.The Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

(2) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of

goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

12. COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS

This is an acknowledgement that Federal funds will be used to fund the contract. The contractor Will comply will all applicable federal law, regulations, executive orders, CDBG policies, procedures, and directives.

13. NO OBLIGATION BY FEDERAL GOVERNMENT

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

14. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR ACTS

The contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the contractor's actions pertaining to this contract.

15. ACCESS TO RECORDS

The contractor agrees to provide Owner, applicable State of Florida agencies, applicable Federal agencies, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed. The contractor agrees to provide access to construction or other work sites pertaining to the work being completed under the contract. In compliance with the Disaster Recovery Act of 2018, Owner and the Contractor acknowledge and agree that no language in this contract is intended to prohibit audits or internal reviews by the applicable state or federal agencies.

16. CHANGES AND AMENDMENTS

All changes to, additions to, modifications of, or amendment to this Contract, or any of the terms, provisions, and conditions hereof, shall be binding only when in writing and signed by the authorized officer, agent or representative of each of the parties hereto.

17. BYRD ANTI-LOBBYING AGREEMENT

Contractors who apply or bid for an award of $100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with

obtaining any Federal award. Such disclosures are forwarded from tier-to-tier up to the recipient.

N 2nd ST Roadway & Drainage Improvements
FPID: CHI22SW

BYRD ANTI-LOBBYING AMENDMENT CERTIFICATION

The undersigned, Rita Barber certifies, to the best of his or her knowledge, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - **LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.**

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Rita Barber
Signature of Contractor's Authorized Official

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Reappointment of Planning & Zoning Commission Members – Thomas Lancaster and Jim Morris and Appointment of Alternate Member – Joe Moog

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

The City Planning and Zoning Commission shall consist of five (5) members and one (1) alternate, who shall be appointed by the City Council. Any interested person may be appointed to the commission, but those who are city residents or business owners that own real property inside the city limits will receive special consideration. The Planning Board is also referred to as the Local Planning Agency (LPA). Members are appointed by the City Council for three (3) year terms. Financial disclosure is required annually to the Council on Ethics, State of Florida. This Board acts in an advisory capacity through recommendations to the City Council for final action. The Planning and Zoning Commission was established by Ordinance on April 3, 1963. The Local Planning Agency (LPA) was established pursuant to Section 163.3174, Florida Statutes.

Board Members Tom Lancaster and Jim Morris' terms expire on 12/18/2026. They have expressed interest in remaining on the Board for an additional three (3) year term.

Joe Moog has submitted a Citizen Committee Form expressing interest in serving on the Planning & Zoning Commission. The Alternate Member is currently vacant.

RECOMMENDATION

City Staff recommend approval of Reappointment of Planning & Zoning Commission Members – Thomas Lancaster and Jim Morris and the Appointment of Joe Moog as Alternate Member.

ATTACHMENTS

1. Citizen Committee Form
2. Moog Resume

City of Chipley

1442 Jackson Avenue
Post Office Box 1007
Chipley, Florida 32428
Phone: (850) 638-6350
Fax: (850) 638-6318

Dear Applicant:

Thank you for your interest in serving the City of Chipley as a member of a "Citizen" committee. We appreciate your willingness to help our elected and appointed officials shape the future of Chipley.

Joseph — First Name
Moog — Last Name
W — Middle Initial

1778 Kenzie Lane, Chipley FL 32428
Home Address

1265 Church Ave, Chipley FL 32428
Business Address

850 726-0571 — Home Phone
850 676-4206 — Business Phone

Joe@Mcorbdesign.com / planetmoog@gmail.com
Email

The following list compiles the active Boards and Committees of the City. In most cases, membership is possible on more than one board. Please indicate your preference by marking which Board(s) or Committee(s) you would like to serve:

____ Citizens Advisory Task Force (CATF)
____ Recreation Advisory Committee
X Planning & Zoning Board *

Please indicate any certifications, skills, or experience that you feel will benefit the City through your service on a Board or Committee.

I've worked in residential and commercial planning for over 25 years and have an extensive understanding of zoning, land development regulations, and the permitting process.

*State mandated 4-hour training, which includes Code of Ethics for Public Officers and Employees (F.S. 112.3) is required if appointed and must annually file a Form 1, statement of Financial Interests, by July 1 of each year.

Joseph W Moog
Signature

JOSEPH MOOG

Senior Architectural Designer | Project Manager
Chipley, Florida 32428
jmoogdesign@gmail.com | (850) 726-0571

EXECUTIVE PROFILE

Senior Architectural Designer and Project Manager with 25+ years of experience in architectural design, construction documentation, technical production, project delivery, and multidisciplinary coordination.

Currently leads the design and delivery of approximately 150 residential projects annually, ranging from high-volume builder programs to custom residences up to 15,000 SF. Extensive experience with Florida Building Code requirements, coastal and flood-zone construction, structural coordination, constructability, and plan review.

CORE EXPERTISE

Architectural Design • Project Management • Production Leadership • Construction Documentation • Structural Coordination • Civil / Site Development • Coastal & Flood-Zone Construction • Florida Building Code • Permitting & Plan Review • Consultant Coordination • CAD Standards • Quality Control

PROFESSIONAL EXPERIENCE

M. CORB ARCHITECTURAL DESIGN — Chipley, Florida
Senior Architectural Designer & Project Manager | January 2023 – Present

• Assist in the design and delivery of approximately 100–150 residential projects annually, ranging from production-builder programs to custom residences up to 15,000 SF.
• Manage projects from initial design through construction documentation, engineering coordination, and final delivery.
• Direct production workflow, scheduling, drawing review, CAD standards, and quality control.
• Coordinate clients, builders, engineers, consultants, and permitting authorities while providing technical direction on code compliance, structural systems, and coastal/flood-zone construction.

CATALYST DESIGN GROUP — Lynn Haven, Florida
Manager & Lead Designer | November 2021 – December 2022

• Managed office operations and led a three-person architectural design and production team.
• Directed design, scheduling, workload, and technical coordination for residential and commercial projects, including coastal, elevated, flood-zone, and site-specific construction.

MK WEBER ENGINEERING — Panama City, Florida
Senior Architectural Drafter / Designer | March 2018 – October 2021

• Led architectural drafting and production within a multidisciplinary structural engineering environment.
• Produced and reviewed construction documents, structural details, repair drawings, field documentation, and civil/site-development plans.
• Coordinated wood, steel, and concrete systems with professional engineers while integrating architectural, structural, civil, and MEP requirements.
• Directed field measurement and existing-condition documentation for residential, commercial, medical, municipal, and public-sector projects.

DONOFRO ARCHITECTS — Marianna, Florida
Architectural Drafter / Designer / Lead CAD Technician | March 1999 – March 2018

• Led CAD drafting and architectural production within a multidisciplinary architectural practice.
• Produced and coordinated construction documents for commercial, educational, medical, municipal, institutional, and public-sector projects.
• Directed CAD standards, technical documentation, drawing consistency, and production quality.
• Performed field measurement and existing-condition documentation for renovations, additions, and site-development projects.

SELECTED PROJECT EXPERIENCE

Custom & Coastal Residential • Production Residential • Elevated & Flood-Zone Construction • Commercial & Institutional • Municipal & Public-Sector • Renovations & Additions • Civil / Site Development • Wood, Steel & Concrete Structural Coordination

TECHNICAL EXPERTISE

Software
AutoCAD / Architectural Desktop — 28+ years
Revit • Photoshop • CorelDRAW

Codes & Construction
Florida Building Code • WFCM Prescriptive Design • Structural Detailing • Coastal & Flood-Zone Construction • High-Wind Construction • Permitting & Plan Review • Field Verification

CERTIFICATION & EDUCATION

Autodesk Certified Professional — AutoCAD
Panhandle Technical College — Chipley, Florida
Certificate of Completion in Drafting — AutoCAD & Architectural Desktop

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Order for Final Judgment of Foreclosure - 618 9th Street

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

The property located at 618 9th Street is set for foreclosure sale this month.

The property has the following amounts due and owing:

Fines	$43,100.00
Attorney Fees	$3,380.00 (through 09/30/2026)
Taxes	$599.70
Total of	$47,079.70

Attorney Jordan will have additional attorney fees for October and publication costs at the meeting for you. She will need direction on the bid amount for the upcoming foreclosure sale.

RECOMMENDATION

Discussion.

ATTACHMENTS

1. Order for Final Judgment of Foreclosure
2. Washington County Tax Collector - Tax Information


WM
WASTE MANAGEMENT
Nov 4, 2026 2:49:55 PM


Nov 4, 2026 2:50:24 PM


Nov 4, 2026 2:50:53 PM

IN THE CIRCUIT COURT OF THE FOURTEENTH JUDICIAL CIRCUIT
IN AND FOR WASHINGTON COUNTY, FLORIDA

CITY OF CHIPLEY, a Florida municipal corporation,

Plaintiff, Case No. 2024-CA-120

v

GWUAN REED and KEN NAKER, Washington County Tax Collector,

Defendants.
_____/

FINAL JUDGMENT OF FORECLOSURE

THIS CAUSE having come before the Court on Plaintiff's Motion for Summary Final Judgment of Foreclosure ("Motion"), the Court having received testimony and evidence as to damages, having reviewed pleadings and papers contained in the Court's file, having heard arguments from Plaintiff's counsel, and otherwise being advised in the premises, the Court finds as follows:

FINDING OF FACTS

1. On May 10, 2024, the Special Magistrate issued an Order finding that the propery located at 618 9th Street, Chipley, Florida and owned by the Defendant, GWUAN REED ("REED"), was in violation of the City of Chipley Municipal Code and constituted a nuisance. A copy of the Order was entered into evidence as Exhibit A to the Motion. The property was owned by REED as evidenced by the Quitclaim Deed dated March 7, 1972 recorded in the Official Records of Washington County, Florida, Instruement No. 2005002310.

2. The Special Magistrate ordered that REED was required to bring the Property into compliance, and failing to do so would result in a fine being assessed at $50.00 per day, dating from June 10, 2024.

3. The Property, in this case, is identified as:

> A LOT BOUNDED BY COMMENCING AT THE NE CORNER OF THE LOT NOW OWNED BY EDITH HARRIS, AND NOW OCCUPIED BY SAID EDITH HARRIS AS A HOME AND RUNNING THENCE NORTH 166 1/2 FEET FOR POINT OF BEGINNING. NORTH OF SECTION OF LOT 7, RUN NORTH 56 1/2 FEET, WEST 120 FEET, SOUTH 56 1/2 FEET, EAST 120 FEET TO BEGINNING, NORTH 1/2 OF NORTHEAST 1/4 BLOCK 2.

located at 618 9th Street, being tax parcel numbered 00000000-00-1227-0000.

4. The Plaintiff recorded the Order on June 24, 2024, in the Official Records of Washington County, Florida, in Book 1307 at page 663-668, constituting a lien on the Property.

5. On November 8, 2024, the Plaintiff initiated this lawsuit. Personal substituted service was made upon REED by the Leon County Sheriff's office on November 25, 2024. The CITY filed a Motion for Entry of Default by Clerk and the Clerk of Court entered a Default against REED on March 24, 2025.

6. On April 22, 2205, REED, filed two motions titled in the same name, Motion to Vacate Plaintiff's Lien or in the Alternative Motion to Strike. *See,* R. Doc. #s 27 and 28.

7. On November 25, 2024, the Tax Collector asserted a claim for unpaid taxes and filed an Affidavit/Notice of Tax Claim stating that $1,052.91 in property taxes for the Subject Property are due and owning.

8. On September 28, 2026, the Plaintiff filed and properly served its Notice of Hearing by Video Conference, which set the hearing on the Motion for Summary Final Judgment of Foreclosure that was filed on August 10, 2026. The Notice of Hearing was properly served upon REED at his last known address. REED failed to respond to the Motion and otherwise appear at the hearing.

9. At the hearing, the Court received argument and reviewed the Motion which included affidavits from Tamara Donjuan, the Plaintiff's code enforcement officer. Tamara Donjuan's affidavit was based on personal knowledge about the Order and the accruing fines, attested to the amount of damages, that the Plaintiff engaged Blankenship Jordan, P.A., and was required to pay a fee for its services, the attorneys' fees the Plaintiff paid Blankenship Jordan in this action, and the amount of costs the Plaintiff incurred in prosecuting this action.

10. Ms. Donjuan's affidavit attested to the fines accrued until the requirements of the Order were complied with.

11. Ms. Donjuan attested she inspected the Property and as of July 30, 2026 the Property is still in noncompliance. She attested that the continuing fine had accrued to $43,100 through the date of the hearing on the Property.

12. Attorney Matthew J. Goldhagen, Esq. attested that the Plaintiff had paid $599.70 in taxable costs. He further attested that the Plaintiff had paid $3,380.00 for attorneys' fees to Blankenship Jordan, P.A.

13. The Plaintiff is entitled to its reasonable attorneys' fees pursuant to section 162.10, Florida Statutes. The Court finds that the attorneys' fees are reasonable and no reduction or enhancement factors for consideration by the Court are to be applied pursuant to *Florida Patients Compensation Fund v. Rowe,* 472 So. 2d 1145 (Fla. 1985).

14. The Plaintiff is entitled to taxable costs pursuant to section 57.041, Florida Statutes.

15. The Plaintiff is entitled to a Final Judgment of Foreclosure of its Code Enforcement liens in the principal amount of $43,100, exclusive of attorneys' fees and costs pursuant to section 34.01, Florida Statutes.

It is, therefore,

ORDERED and ADJUDGED that:

1. REED's two motions titled Motion to Vacate Plaintiff's Lien or in the Alternative Motion to Strike at R. Doc. # 26 and R. Doc. # 27 are **DENIED**.

2. The Plaintiff's Motion for Summary Final Judgment is **GRANTED**. Final Judgment of foreclosure is due to be entered.

3. Amounts Due and Owing. Plaintiff, City of Chipley, is due:

a. Principal $43,100.00

b. Attorneys' Fees $3,380.00

c. Taxable Costs $599.70

d. Total $47,079.70

Which shall bear interest at the rate of 7.87% per year, from this date forward until the statutory interest rate changes, and then at the prevailing legal rate as set forth in section 55.03, Florida Statutes. For which let execution issue.

4. Lien on Property. Plaintiff holds a lien for the total sum superior to any claim or estate of Defendant, REED, on the following described real properties in Washington County, Florida.

> A LOT BOUNDED BY COMMENCING AT THE NE CORNER OF THE LOT NOW OWNED BY EDITH HARRIS, AND NOW OCCUPIED BY SAID EDITH HARRIS AS A HOME AND RUNNING THENCE NORTH 166 1/2 FEET FOR POINT OF BEGINNING. NORTH OF SECTION OF LOT 7, RUN NORTH 56 1/2 FEET, WEST 120 FEET, SOUTH 56 1/2 FEET, EAST 120 FEET TO BEGINNING, NORTH 1/2 OF NORTHEAST 1/4 BLOCK 2.
>
> located at 618 9th Street, being tax parcel numbered 00000000-00-1227-0000.

5. Sale of Property. If the total sum with interest at the rate described in Paragraph Two (2) and all costs accrued subsequent to this Final Judgment are not paid, the Clerk of this Court shall sell the real property at public sale on **November 25, 2026 at 10:00 a.m. Central, to the highest bidder or bidders via online auction at www.washington.realforeclose.com,** in accordance with Section 45.031, Florida Statutes.

6. Costs. Plaintiff shall advance all subsequent costs of this action and shall be reimbursed for them by the Clerk if Plaintiff is not the purchaser of the properties for sale, provided, however, that the purchaser of the

properties for sale shall be responsible for the documentary stamps payable on the Certificate of Title. If Plaintiff is the purchaser, the Clerk shall credit Plaintiff's bid with the total sum with interest and costs accruing subsequent to this judgment, or such part of it, as necessary to pay the bid in full.

7. Distribution of Proceeds. On filing of the Certificate of Title, the Clerk shall distribute the proceeds of the sale, so far as they are sufficient by paying: first, all of Plaintiff's costs and outstanding taxes; second, documentary stamps affixed to the Certificate; third, Plaintiff's attorney's fees; fourth, the total sum due to Plaintiff, less the items paid, plus interest at the rate described in Paragraph Two (2) from this date to the date of the sale; and by retaining any remaining amount pending the further order of this Court.

8. Right of Possession. On filing of the Certificate of Sale, Defendants, GWUAN REED, and any persons claiming under or against Defendant since the filing of the Notice of Lis Pendens shall be foreclosed of all estate or claim in the property, except as to claims or rights under Chapter 718 or Chapter 720, Florida Statutes, if any. Upon the filing of the Certificate of Title, the person named on the Certificate of Title shall be let into possession of the property.

9. Jurisdiction. Jurisdiction of this action is retained to enter further orders that are proper, including, without limitation, a personal money judgment. In particular, without limiting the foregoing, the Court expressly retains jurisdiction for the entry of a money judgment against

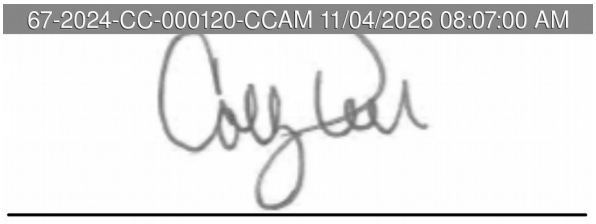
Defendant, GWUAN REED, for the amounts claimed in this action, including all foreclosure and other attorney's fees and taxable costs in this action, in the event that personal service of process is perfected.

IF THIS PROPERTY IS SOLD AT PUBLIC AUCTION, THERE MAY BE ADDITIONAL MONEY FROM THE SALE AFTER PAYMENT OF PERSONS WHO ARE ENTITLED TO BE PAID FROM THE SALE PROCEEDS PURSUANT TO THIS FINAL JUDGMENT.

IF YOU ARE A SUBORDINATE LIENHOLDER CLAIMING A RIGHT TO FUNDS REMAINING AFTER THE SALE, YOU MUST FILE A CLAIM WITH THE CLERK NO LATER THAN SIXTY (60) DAYS AFTER THE SALE. IF YOU FAIL TO FILE A CLAIM, YOU WILL NOT BE ENTITLED TO ANY REMAINING FUNDS.

DONE AND ORDERED this Wednesday, November 4, 2026 in Washington County, Florida.

67-2024-CC-000120-CCAM 11/04/2026 08:07:00 AM



Colby Peel, Judge
67-2024-CC-000120-CCAM 11/04/2026 08:07:00 AM

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Tax Bill

New Search | Return To Search Results | Print Bill

Notice Of AD Valorem Taxes & Non-AD Valorem Assessments

Bill # R 409600 2026 **R 00000000-00-1227-0000**

Property Appraisers Site

REAL ESTATE TAX/NOTICE RECEIPT FOR Washington COUNTY

IF PAID IN	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH
TOTAL DUE	$544.92	$550.60	$556.28	$561.95	$567.63

AD VALOREM TAXES

TAXING AUTHORITY	MILLAGE RATE	TAX AMOUNT
COUNTY	.00850000	$216.70
SCHOOL-STATE LAW	.00314500	$100.28
SCHOOL-DISCRETIONARY	.00074800	$23.85
CITY-CHIPLEY	.00700000	$178.46
SCHOOL-CAPITAL OUTLA	.00150000	$47.83
NORTHWEST WATER MGMT	.00002010	$0.51
TOTAL AD-VALOREM:		**$567.63**

REED GWAUN
PO BOX 356
CHIPLEY , FL 32428

0.154 ACRES
4 4 13 BEG.166 1/2',N. OF SEC
OF LOT 7, RUN N. 56 1/2',
W.120', S.56 1/2' E.120' TO
BEG. N1/2 OF OF NE1/4 BLK 2, O

NON-AD VALOREM ASSESSMENTS

TAXING AUTHORITY	TAX AMOUNT
TOTAL NON-AD VALOREM:	**$0.00**
COMBINED TAXES & ASMTS:	**$567.63**
DISCOUNT:	**-$22.71**
UNPAID BALANCE:	**$544.92**

FAIR MKT VALUE	$31,886.00	DIST	2
ASSESS	$25,494.00	EXEMPT VALUE	$0.00
TAXABLE VALUE	$25,494.00		

pay this bill

Exemptions:

Property Address:
618 9TH ST CHIPLEY 32428

Delinquent Tax History

Year	Roll	Bill #	Outstanding Tax	Accrued Penalties	Total Due	Reference
2025	R	408100-I	$636.18	$38.06	$674.24	378 I
2024	R	405300-I	$608.38	$170.51	$778.89	354 I
2023	R	401900-I	$524.79	$121.04	$645.83	357 I
			Total Due		$2,098.96	

Tax Roll Property Summary

Parcel	Roll Type	Year	Original Gross Tax	Original Assessments	Date Paid	Amount Paid	Total Unp
Parcel	Roll Type	Year	Original Gross Tax	Original Assessments	Date Paid	Amount Paid	Total Unpaid
000000000012270000	R	2026	$567.63	$0.00	N/A	$0.00	$544.92
000000000012270000	R	2025	$541.99	$0.00	N/A	$0.00	$674.24
000000000012270000	R	2024	$516.28	$0.00	N/A	$0.00	$778.89
000000000012270000	R	2023	$438.99	$0.00	N/A	$0.00	$645.83
000000000012270000	R	2022	$402.72	$0.00	4/25/2023	$414.80	$0.00
000000000012270000	R	2021	$348.76	$0.00	12/6/2021	$334.81	$0.00
000000000012270000	R	2020	$317.08	$0.00	N/A	$0.00	$0.00
000000000012270000	R	2019	$284.65	$0.00	4/25/2023	$495.00	$0.00
000000000012270000	R	2018	$332.10	$0.00	11/27/2018	$318.82	$0.00
000000000012270000	R	2017	$339.31	$0.00	12/5/2017	$325.74	$0.00
000000000012270000	R	2016	$345.04	$0.00	11/21/2016	$331.24	$0.00
000000000012270000	R	2015	$350.04	$0.00	11/28/2016	$447.79	$0.00
000000000012270000	R	2014	$351.99	$0.00	11/13/2014	$337.91	$0.00

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Legal Framework and Local Options for Regulating Golf Carts and Electric Bicycles (E-Bikes) - Discussion

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

Per Council request, Attorney Jordan has prepared a memorandum for discussion regarding the legal framework and local options for regulating golf carts and electric bicycles (E-Bikes).

RECOMMENDATION

Discussion.

ATTACHMENTS

1. Attorney Memo

MEMORANDUM

TO: City Council, City of Chipley
FROM: Michelle Blankenship Jordan, City Attorney
DATE: November 3, 2026
SUBJECT: Legal Framework and Local Options for Regulating Golf Carts and Electric Bicycles (E-Bikes) in the City of Chipley

I. INTRODUCTION AND EXECUTIVE SUMMARY

As community interest in alternative, low-cost transportation grows across Northwest Florida, many municipalities are evaluating options to safely manage golf carts on neighborhood streets and electric bicycles (e-bikes) on public streets, sidewalks, and multiuse paths.

When considering local rules for these conveyances, the City of Chipley must operate strictly within Florida's statewide traffic laws. Under Chapter 316 of the Florida Statutes (the Florida Uniform Traffic Control Law), the State of Florida retains general jurisdiction over public roadways. The City cannot enact local traffic regulations unless state statutes explicitly authorize municipal action.

This legal memorandum outlines municipal regulatory authority under Florida law regarding golf carts and e-bikes, summarizes ordinances adopted by regional neighbors in Bay, Okaloosa, Escambia, and Leon counties, and provides structured policy options for the City Council.

Key Points for City Council:

- **Golf Carts:** Under state law, golf carts are prohibited on public roadways by default. The City Council has the authority to pass an ordinance designating specific city streets (with posted speed limits of 30 mph or less) for golf cart use, but only after completing a traffic safety evaluation and posting statutory warning signs. However, based on state statutory exemptions and Attorney General opinions, Chipley cannot mandate annual city registration fees, compulsory inspection stickers, or require adult operators to possess a driver's license.
- **Electric Bicycles (E-Bikes):** Statutorily compliant e-bikes are treated like traditional bicycles by default and may operate wherever regular bicycles are permitted, without requiring a driver's license, vehicle registration, or insurance. However, Section 316.20655, Florida Statutes, grants the City Council express authority to restrict or ban e-bikes on sidewalks, multiuse paths, and parks, and to regulate their operation on city streets (although an outright ban on city streets carries elevated preemption risk, as discussed in Section IV.D). The City Council may also establish a minimum operating age (e.g., 15 or 16) and require e-bike operators to carry photo identification.
- **Regional Ordinance Precedents:** Neighboring Panhandle jurisdictions provide useful models. Municipalities such as Panama City Beach, Crestview, and Destin have adopted

tailored sidewalk speed limits (e.g., 10 mph), downtown pedestrian dismount zones, careless operation prohibitions on paths/sidewalks, youth helmet requirements, and escalating civil penalties.

- **Illegal "E-Motos":** High-powered electric dirt bikes or unregistered "e-motos" are not legally classified as e-bikes if they meet any one of the following criteria: the motor is rated at 750 watts or more, the device exceeds 28 mph under motor power, or it lacks operable pedals. Such devices constitute unregistered motor vehicles, and local law enforcement can cite or impound them under existing state traffic statutes.

II. STATE PREEMPTION AND MUNICIPAL AUTHORITY

To evaluate any proposed municipal traffic ordinance, the City must adhere to Florida's statutory preemption framework. While Florida municipalities possess broad "home rule" powers under Article VIII, Section 2(b) of the Florida Constitution and Chapter 166, Florida Statutes, the regulation of traffic on public rights-of-way is preempted to the state.

A. The Uniform Traffic Control Law

Section 316.002, Florida Statutes, establishes that traffic regulation must be uniform throughout the State of Florida. Section 316.007, Florida Statutes, expressly mandates that local authorities cannot pass or enforce any ordinance on a matter covered by Chapter 316 unless explicit statutory authority is granted.

The Florida Supreme Court reaffirmed this limitation in *Masone v. City of Aventura*, 147 So. 3d 492 (Fla. 2014), holding that municipal traffic ordinances are invalid if they conflict with state law or attempt to regulate traffic matters absent clear legislative authorization. Furthermore, Section 318.121, Florida Statutes, preempts local governments from imposing unauthorized fees, administrative costs, or fines for traffic violations.

B. Specific Municipal Authority Under Section 316.008

Section 316.008, Florida Statutes, delineates specific supplemental powers reserved to local authorities. Within its jurisdiction, the City of Chipley may:

1. Regulate or prohibit the stopping, standing, or parking of vehicles;
2. Regulate bicycle and pedestrian traffic;
3. Establish speed limits in public parks;
4. Designate one-way streets; and
5. Restrict heavy truck or through-traffic on designated municipal streets.

Any local regulation enacted under Section 316.008 must be passed by formal municipal ordinance.

III. REGULATING GOLF CARTS ON RESIDENTIAL STREETS

Golf cart operations are governed by Section 316.212, Florida Statutes. Under Section 316.003, a

"golf cart" is defined as a motor vehicle designed and manufactured for operation on a golf course for sporting or recreational purposes, incapable of exceeding 20 miles per hour on level ground.

A. Statutory Procedure to Designate City Streets

The baseline rule under Section 316.212 is that golf carts are prohibited on public roads. Chipley may permit golf cart use on municipal streets only upon satisfaction of three statutory prerequisites under Section 316.212(1):

1. **Safety Determination:** The City Council must formally determine that golf carts may safely travel on or cross the street after evaluating traffic volume, speed, and character.
2. **Speed Limit Threshold:** Golf carts may only be authorized on streets with posted speed limits of 30 mph or less.
3. **Required Signage:** The City must post official warning signs alerting motorists that golf carts are operating on designated roadways.

State and County Roads: Golf carts are prohibited on the State Highway System (such as U.S. 90 and State Road 77), subject to narrow crossing exceptions approved by FDOT under Section 316.212(2). Under Section 316.212(1), a city may designate a two-lane county road located within city limits for golf cart use; the Florida Attorney General has noted that county approval is not strictly required within municipal boundaries (AGO 98-48). However, intergovernmental coordination with Washington County through a formal interlocal agreement under Section 163.01, Florida Statutes, is strongly advised prior to designating any county-maintained rights-of-way, to address maintenance responsibilities and liability allocation.

B. Operating Hours, Required Equipment, and Driver Rules

- **Operating Hours:** By default, golf carts may operate only between sunrise and sunset (Section 316.212(4)). A municipal ordinance may allow nighttime driving only if the cart is equipped with headlights, brake lights, turn signals, and a windshield, in addition to meeting all baseline equipment requirements under Section 316.212(6).
- **Required Equipment:** Every golf cart operated on designated public roads must have efficient brakes, reliable steering, safe tires, a rearview mirror, and red reflex reflectors on the front and rear (Section 316.212(6)).
- **Driver Requirements (Section 316.212(7)):**
    - *Under 15 years of age:* Prohibited from driving a golf cart on public roads.
    - *Ages 15 to 17:* Must hold a valid learner's permit or driver's license.
    - *Ages 18 and older:* Must possess a valid form of government-issued photographic identification.

C. Legal Limitations on City Authority

When drafting a golf cart ordinance, the Council must avoid provisions preempted by state statute:

1. **Adult Driver's License Mandates:** While the Legislature added a statutory requirement for minors to hold a permit/license and adults to hold photo ID (§ 316.212(7)), the City cannot

mandate that adults hold a full driver's license, as Section 322.04(1)(e) expressly exempts golf cart operators from motor vehicle licensure.

2. **Mandatory Registration and Decal Fees:** In AGO 2004-17 (City of Cedar Key), the Attorney General concluded that a city cannot mandate local registration, annual inspections, or inspection decals, nor impose added mandatory equipment (such as seat belts) on general operators beyond Section 316.212. Furthermore, Section 320.105 explicitly exempts golf carts from vehicle registration. Chipley may, however, establish an entirely voluntary registration and decal program to aid in property recovery.
3. **Stricter Rules Apply Only to Unlicensed Drivers:** Under Section 316.212(8)(a), a municipality may enact local operating or equipment requirements more restrictive than state law, but such rules *must apply only to an unlicensed driver*. In AGO 2016-07 (City of Winter Garden), the Attorney General confirmed that enhanced local restrictions cannot be enforced against licensed drivers, nor may a city bar unlicensed drivers from operating altogether. *Separately, Section 316.212(8)(b) permits a municipality to authorize golf cart operation on sidewalks adjacent to designated streets, subject to the conditions and speed limitations set forth in that subsection.*

D. Golf Carts vs. Low-Speed Vehicles (LSVs)

The City Council must maintain the legal distinction between golf carts and Low-Speed Vehicles (LSVs):

- **Low-Speed Vehicles (LSVs):** Defined under Section 320.01(41) as four-wheeled motorized vehicles with top speeds exceeding 20 mph but not exceeding 25 mph. Governed by Section 316.2122 and required to comply with Federal Motor Vehicle Safety Standard No. 500 (49 C.F.R. § 571.500), LSVs may operate on roads with speed limits up to 35 mph, must possess a VIN, title, registration, insurance, headlamps, seat belts, and turn signals, and must be driven by a licensed driver.
- LSVs are state-regulated motor vehicles; the City cannot alter LSV equipment or licensing standards via a local golf cart ordinance. However, Section 316.2122(1) expressly authorizes the City Council to prohibit LSV operation on any municipal street if determined necessary in the interest of safety.

E. Regional and Statewide Municipal Approaches

- **City of Panama City (Ordinance No. 3233):** Authorizes golf cart use on designated 30 mph residential streets within neighborhoods such as The Cove and St. Andrews, prohibits them on state highways and sidewalks, and bans commercial golf cart rentals.
- **City of Wildwood (Code § 12-151):** Focuses on seating safety by requiring passengers to be seated in factory-installed seats and prohibiting lap-riding for children (subject to enforcement on unlicensed drivers pursuant to § 316.212(8)(a)).
- **City of Winter Springs (Code § 12-73):** Restricts golf carts from sidewalks, multiuse trails, and city parks, while administering a voluntary police department registration sticker program.

IV. REGULATING ELECTRIC BICYCLES (E-BIKES)

Electric bicycles are regulated statewide under Section 316.20655, Florida Statutes.

A. Statewide Baseline and Classifications

Under Section 316.003, an e-bike is defined as a bicycle or tricycle equipped with operable pedals, a seat or saddle, and an electric motor rated at less than 750 watts. Florida categorizes e-bikes into three distinct classes:

- **Class 1:** Motor assists only when the rider pedals; ceases assist at 20 mph.
- **Class 2:** Motor may propel the bicycle via throttle without pedaling; ceases assist at 20 mph.
- **Class 3:** Motor assists only when the rider pedals; ceases assist at 28 mph.

Statewide Operational Baseline: Under Section 316.20655(1)–(2), e-bikes and their operators possess all rights and privileges of traditional bicycles and are exempt from driver's license, vehicle registration, and insurance mandates. Operators and passengers under 16 years of age must wear a helmet pursuant to Section 316.2065(3)(d).

B. Scope of Municipal Authority Under Section 316.20655

Unlike the limited statutory authority over golf carts, the Legislature granted municipalities substantial discretionary control over e-bikes:

- **Sidewalk and Pedestrian Restrictions:** Section 316.20655(1) and Section 316.008 preserve the City's right to regulate, restrict, or prohibit e-bike operation on sidewalks and sidewalk areas and to regulate e-bike operation on city streets. Chipley can enact dismount zones or ban e-bikes on high-density pedestrian sidewalks. An outright prohibition on city streets, however, carries elevated preemption risk (see Section IV.D).
- **Trails, Multiuse Paths, and Parks:** The City may restrict or prohibit e-bikes (or specific classes, such as Class 3) on municipal multiuse paths, bicycle trails, and park grounds, or establish local speed caps (e.g., 10 or 15 mph).
- **Minimum Age Requirements:** Under Section 316.20655(8), the City Council possesses explicit statutory authority to set an age floor (e.g., age 15 or 16) for e-bike operation within city jurisdiction.
- **Photo Identification:** Section 316.20655(8) authorizes the City to require e-bike operators to carry a government-issued photo ID. If a minimum age is set at 15 or 16, the ordinance should specify acceptable forms of identification for minors (e.g., a Florida identification card issued under § 322.051 or learner’s permit) to ensure practical enforceability.

C. Illegal "E-Motos" and Non-Compliant Devices

Motorized devices lacking operable pedals, possessing motors of 750 watts or greater, or providing motorized propulsion beyond 28 mph are not e-bikes under Section 316.003. Depending on their speed and specifications, they constitute mopeds (if incapable of exceeding 30 mph on level ground), motor-driven cycles, or motorcycles under Chapter 316. Law enforcement may cite operators on public roads or sidewalks for operating unregistered motor vehicles (§ 320.02),

driving without a license (§ 322.03), or operating non-compliant equipment, and may impound non-street-legal vehicles accordingly.

D. Survey of Florida Municipal and County E-Bike Ordinances

1. Northwest Florida & Panhandle Precedents

- **Panama City Beach (Bay County — Ordinance 1686, adopted Sept. 2026):** Prohibits Class 3 e-bikes on all public sidewalks; restricts Class 1 and Class 2 e-bikes on Front Beach Road sidewalks where adjacent multiuse lanes exist; bans e-bikes on Pier Park sidewalks; establishes a 10 mph sidewalk speed cap for all micromobility devices.
- **Crestview (Okaloosa County — Ordinance 2009, adopted Jan. 2026):** Prohibits e-bikes, motorized scooters, and micromobility devices on downtown Main Street sidewalks to preserve pedestrian streetscapes. Permits e-bikes on general sidewalks and trails subject to mandatory pedestrian yielding, youth helmet rules, functional lighting, and careless riding bans, enforced under escalating civil penalties (written warning up to $500).
- **Destin (Okaloosa County — Ordinance 26-19-CC, adopted Sept. 2026):** Regulates Class 1–3 e-bikes and scooters; allows sidewalk use with mandatory audible passing signals, pedestrian yielding, direction-of-traffic requirements, and youth helmets (16 and under, which is stricter than the state under-16 baseline in § 316.2065(3)(d)). Prohibits careless operation (including handheld device use while operating) and enforces tiered civil fines (written warning for a first offense, escalating to [$___] for subsequent offenses).
- **Niceville & Fort Walton Beach (Okaloosa County):** Enacted coordinated model ordinances with Crestview and Destin establishing unified youth helmet mandates, pedestrian audible warning rules, and commercial corridor sidewalk restrictions under escalating civil fines.
- **Pensacola & Escambia County:** Pensacola ended its shared rental micromobility program in late 2025 and enforces state statutory baselines on private e-bikes. Escambia County enforces 15 mph speed caps and pedestrian zones on Pensacola Beach.
- **Tallahassee (Leon County — Ordinance 20-O-09AA):** Enforces a 15 mph cap and geofenced 6 mph zones in pedestrian-dense areas (e.g., Cascades Park) for rental fleets, leaving private e-bikes under standard statutory rules.

2. Statewide Precedents

- **Village of Key Biscayne:** Implemented a blanket prohibition barring e-bikes, motorized scooters, and micromobility devices on municipal streets, sidewalks, and multiuse paths. Note: A blanket ban covering municipal streets (as opposed to sidewalks and paths) carries elevated preemption risk under Section 316.20655(1), which grants e-bikes the same roadway rights as traditional bicycles; staff does not recommend that Chipley adopt a street ban.
- **Manatee County:** Enacted a 15 mph sidewalk speed cap, barred operators under 16 from Class 3 e-bikes, and prohibited devices over 750 watts on paths.
- **City of Palm Coast:** Mandated an 11-year-old minimum operating age floor, required photo

ID, required helmets for riders 16 and under, and set pedestrian-pace speeds in school zones.

- **Winter Park & Tampa:** Winter Park prohibits sidewalk e-bike riding in the Central Business District; Tampa bans shared e-bikes/scooters on high-density pedestrian corridors like the Tampa Riverwalk and Bayshore Boulevard.
- **Tarpon Springs & St. Petersburg:** Tarpon Springs enforces mandatory pedestrian dismount zones in its historic downtown sponge docks district (fines of $100 to $250); St. Petersburg maintains a 10 mph cap on the North Bay Trail.
- **Miami-Dade County (Ordinance 26-51):** Regulates micromobility on causeways and beachfront paths, enforcing civil penalties between $250 and $500.

V. COMPARATIVE SUMMARY MATRIX

Statutory Feature	**Golf Carts (§ 316.212)**	**Low-Speed Vehicles (§ 320.01(41))**	**Electric Bicycles (§ 316.20655)**
Speed Limit Cap	Maximum 20 mph	Top speed 20 to 25 mph	Class 1 & 2: 20 mph; Class 3: 28 mph
Driver's License / ID	Age <18: Learner's or Driver's License. Age 18+: Valid photo ID.	Valid Driver's License required for all operators.	Exempt from driver's license. City may require photo ID by ordinance.
Vehicle Registration	Exempt from state tag/registration.	Required (tag, title, and insurance).	Exempt from state tag/registration.
Default Roadway Access	Prohibited by default. Permitted only on city-designated streets (30 mph or less).	Permitted on roadways with posted speeds of 35 mph or less.	Permitted by default on roadways and bike facilities where traditional bicycles ride.
Sidewalk	Prohibited by	Prohibited on	Permitted by

Operation	default. City may authorize sidewalk use adjacent to designated streets under § 316.212(8)(b) for unlicensed operators only (15 mph cap).	sidewalks.	default. City may restrict or ban by ordinance.
Municipal Authority	**Narrow:** May designate specific streets and adjacent sidewalks; stricter equipment/operation rules apply only to unlicensed drivers; cannot charge mandatory registration fees.	**Preempted:** Regulated as standard motor vehicles under state law. City may *prohibit* LSVs on specific city streets for safety (§ 316.2122).	**Broad:** May ban or restrict on sidewalks and multiuse paths and regulate on streets (street bans carry elevated preemption risk); may set age floors, photo ID rules, and local speed limits.

VI. RECOMMENDATIONS AND OPTIONS FOR THE CHIPLEY CITY COUNCIL

Should the City Council choose to adopt local ordinances regulating alternative transportation, staff recommends considering the following policy options:

Option A: Golf Cart Ordinance Guidelines

If Chipley elects to permit golf carts on select municipal streets:

1. **Designate Specific Roadways:** Identify low-speed residential streets (posted speed limits of 30 mph or less) suitable for cart traffic.
2. **Document Formal Safety Findings:** Ensure the City Council explicitly includes legislative findings in the ordinance recitals documenting that traffic volume, vehicle speed, and safety characteristics were reviewed pursuant to Section 316.212(1). Retain the underlying traffic data, engineering analysis, and accident history as part of the permanent administrative record to support the reasonableness of the designation in the event of a liability claim.
3. **Install Signage:** Direct Public Works to erect official warning signs prior to authorizing cart operation.
4. **Draft Operating Rules within Statutory Limits:** Any local operating rules that exceed

state standards (e.g., passenger seating mandates, banning lap-riding) should be framed to apply to unlicensed drivers pursuant to Section 316.212(8)(a). Equipment cannot exceed Section 316.212 mandates for licensed drivers.

5. **Avoid Registration Preemption:** Do not impose mandatory registration, inspection fees, or mandatory city decals. If tracking is desired for theft recovery, establish an expressly voluntary police department registration program, ensuring compliance with public records obligations under Chapter 119, Florida Statutes, and appropriate data retention policies.

Option B: Electric Bicycle Ordinance Guidelines

If Chipley elects to enact local safety regulations for e-bikes:

1. **Downtown Pedestrian Dismount Zones:** Establish pedestrian dismount zones (requiring riders to dismount and walk) in high-density pedestrian corridors or historic commercial blocks, drawing from Crestview and Tarpon Springs.
2. **Sidewalk Access and Speed Caps:** Restrict Class 3 e-bikes to roadways and multiuse paths, while permitting Class 1 and Class 2 e-bikes on general sidewalks under an enforceable 10 mph or 15 mph speed cap. Ensure draft language includes an express exemption for motorized devices used by persons with mobility disabilities, consistent with ADA requirements and 28 C.F.R. § 35.137 (other power-driven mobility devices), and consult with the City's ADA coordinator during drafting.
3. **Establish Minimum Age Floors and ID Requirements:** Utilize Section 316.20655(8) to set an age floor (e.g., age 15 or 16) for Class 3 or all e-bike operations, and require riders to carry photo identification.
4. **Careless Riding Conditions and Enforcement Mechanics:**
   - *Preemption Safeguard:* Under *Masone v. City of Aventura* and Section 318.121, the City cannot convert general Chapter 316 traffic violations (such as careless driving under § 316.1925 or failure to yield under § 316.2065) into municipal code citations. Moving infractions on public roadways must remain enforceable as state uniform traffic citations.
   - *Conditions of Facility Use:* To lawfully enforce tiered civil penalties, Chipley should draft local rules (e.g., prohibition of handheld cell phone use, requiring audible passing warnings, sidewalk speed violations) strictly as *conditions of use* for City-owned sidewalks, paths, and parks under Section 316.20655(1). This approach is most defensible on park paths and trails located outside the public right-of-way; because most municipal sidewalks lie within the right-of-way and are subject to Chapter 316, code enforcement of conditions on those sidewalks carries greater preemption risk under Masone and Section 318.121. The ordinance should include clear definitions distinguishing City-owned facilities from public rights-of-way and a severability clause to guard against preemption challenges. Violations on these municipal facilities may then be enforced as tiered municipal civil infractions through Chapter 162 code enforcement (e.g., written warning for a first violation, followed by escalating fines of [$___] and [$___] for subsequent violations).
5. **Guidance on Illegal E-Motos:** Include legislative recitals clarifying that electric dirt bikes and e-motos exceeding 750 watts or 28 mph are non-compliant motor vehicles. Direct law enforcement to enforce registration (§ 320.02) and licensing (§ 322.03) requirements under

standard state procedures.

VII. CONCLUSION

Florida law gives the City Council distinct avenues to regulate alternative transportation. Golf carts require affirmative council action, technical safety evaluations, and physical signage before they may operate on local streets. Designating streets also entails municipal exposure under Section 768.28, Florida Statutes (subject to the sovereign immunity caps of $200,000 per claim and $300,000 per incident, which remain in effect following the June 2026 veto of HB 145, although the Legislature may revisit the caps in future sessions), meaning the City should consult with its insurance carrier prior to passing a street designation or e-bike regulatory ordinance. Conversely, e-bikes are permitted statewide by default, but Section 316.20655 grants the City broad authority to enact sidewalk speed caps, dismount zones, minimum operator ages, and photo identification mandates.

Legal counsel is prepared to draft an ordinance incorporating the Council's preferred policy choices.

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Social Media Policy - Discussion

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

On October 13, 2026, the City Council approved Resolution No. 27-03, the Social Media Policy Update. Since its approval, we have received several questions from citizens regarding the policy.

To help provide clarification and address those questions, Attorney Jordan will give a brief overview of the updated policy, explain its purpose, and discuss the importance of having guidelines in place for the City's use of social media.

RECOMMENDATION

Discussion.

ATTACHMENTS

1. Resolution No. 27-03 – Social Media Policy

RESOLUTION NO. 27-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHIPLEY, FLORIDA, ADOPTING AN UPDATED SOCIAL MEDIA POLICY; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Chipley utilizes social media platforms to disseminate information to residents, employees, visitors, and the general public; and

WHEREAS, the City Council desires to establish clear guidelines governing the City's use and administration of social media and the responsibilities of City officials, employees, volunteers, and authorized representatives; and

WHEREAS, the City Council has reviewed the updated Social Media Policy and finds it appropriate and in the best interest of the City to approve and adopt the same.

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

1. The updated City of Chipley Social Media Policy, attached hereto as Exhibit "A" and incorporated herein by reference, is hereby adopted.

2. The City Administrator is authorized to administer and implement the Social Media Policy.

3. This resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED THIS 13TH DAY OF OCTOBER, 2026.

CITY OF CHIPLEY

Tracy L. Andrews, Mayor

ATTEST:

Sherry Snell, City Clerk

City of Chipley
Social Media Policy

Purpose

This policy sets forth guidelines for the establishment and use by the City of Chipley (the "City") of its social media sites (Facebook, YouTube, Twitter, Instagram, Vimeo, et al.) as a means of conveying City-related information to its residents, employees, and visitors. The City has an overriding interest and expectation in deciding what is published on behalf of the City on its social media sites.

The purpose of this social media policy is to establish enforceable rules for the use of social media by City officials and employees when engaged in City business. Social media at this time refers to the City's website and its Facebook, YouTube, Twitter, Instagram, Vimeo and any other platform used by the City to disseminate City information, regardless of whether the platform's native functionality would otherwise allow responses or comments. Rules are necessary to assure that communications made on behalf of the City are properly authorized and in correct form; that information disseminated by the City through social media is appropriate and pertinent; and that the public is clearly and fully informed that social media is not a substitute for required reporting procedures or official communications to the City.

For purposes of this policy, "social media" is understood to be internet-based platforms and technologies used by the City to publish and disseminate City information to the public. For purposes of this policy, "comments" include information, articles, and pictures. The City does not operate its social media sites as an open, designated, or limited public forum for public comment, and references in this policy to "comments" concern content posted by members of the public before commenting was disabled or content otherwise published by the City.

Scope

This policy shall apply to all Municipal departments and/or agencies.

General Policy

The objective of the use of social media by the City and its departments is to expand and facilitate the dissemination of information from the City to its residents, taxpayers and the general public.

1. No City social media site shall be established without prior approval of the City Administrator.

2. The City social media sites shall clearly set forth that they are maintained by the City and that they follow this Social Media Policy.

3. Wherever possible, the City social media sites should link back to the official City website for forms, documents, online services and other information necessary to conduct business with the City.

4. Social media accounts established by the City or a City agency are to be used for City and agency business purposes only.

5. City social media sites are not to be used for making any official communications to the City, for example, reporting crimes or misconduct, giving notice required by any statute or responding to official City correspondence.

6. This social media policy shall be available for public viewing on the City website, www.cityofchipley.com.

7. The City Administrator and/or designee shall monitor City social media sites to ensure adherence to both this Social Media Policy and the interest and goals of the City. The City has the right and will restrict or remove any content that is deemed in violation of this Social Media Policy or any applicable law. Any content removed based on the guidelines will be retained by the City Clerk pursuant to the applicable City retention policy, including the time, date and identity of the poster, when available.

8. The City website, www.cityofchipley.com, will remain the City's primary and predominant internet presence.

9. Employees and volunteers representing the City's government via its social media sites shall, at all times, conduct themselves as a representative of the City and in accordance with all its policies.

10. All City presence and activity on social media are an integral part of the City's information networks and must comply with all rules and policies governing the City's computers and electronic media.

11. All users of City social media are responsible for complying with applicable federal, state and county laws, regulations and policies. This includes adherence to established laws and policies regarding copyright, records retention, Florida Public Records Act, Chapter 119, Florida Statutes, First Amendment, privacy laws, Florida's Sunshine Law (286.011, Fla. Stat.) and information security policies (if applicable) established by the City.

12. All City policies are applicable to interactions on social media sites when acting in an official capacity and representing the City.

13. Social media sites are operated by a third-party agency separate from the City. The City reserves the right to disable its social media accounts either temporarily or permanently at any time. In the event of a discontinuation of a social media site, documentation related to the site will be maintained in accordance with records retention guidelines.

14. This Social Media Policy may be revised at any time by the City of Chipley.

Comment Policy

The City social media sites are maintained solely as a one-way channel for the dissemination of City information and do not constitute a designated or limited public forum for public comment. The City does not permit members of the public to post comments on any City social media site or in any post. The City has disabled, and will keep disabled, the comment functionality on all future City social media posts.

Effective November 1, 2026, the City will also disable the ability to comment on all prior City social media posts. The disabling of comments on prior posts is intended to be permanent, and the City does not intend to reopen or revive public commenting on any current or prior post at any time. The City reserves the right to remove, hide, or disable any comment functionality or previously posted comments at its discretion.

1. As a public entity, the City maintains its social media sites solely as a channel for the efficient dissemination of City information to the public, and not as a forum for public discourse.

2. The intended purpose behind establishing the City social media sites is to disseminate appropriate information to residents, employees and visitors.

3. To the extent any comment was posted by a member of the public on a City social media site before commenting was disabled, such comment is the opinion of the commentator or poster only, and publication of a comment does not imply endorsement of, or agreement by, the City, nor do such comments necessarily reflect the opinions or policies of the City.

4. Any attempt to hack or otherwise compromise the City's internet or social media sites will be reported to law enforcement and the perpetrator will be subject to prosecution.

5. The City reserves the right to remove, hide, or restrict any content that violates this Social Media Policy and to use available platform tools to block any individual who has violated this policy from interacting with City social media accounts.

6. Any comments posted before commenting was disabled remain bound by any applicable terms and conditions of the operating programs that governed those sites at the time of posting.

7. Any comments previously posted to City social media pages before commenting was disabled will remain part of the official public record and may be accessible via Florida Public Records Act, Chapter 119, Florida Statutes, requests.

Prohibited Content

1. Because the City does not permit public comments, the following provisions apply only to any comments that were posted before commenting was disabled. Persons who posted prohibited content remain subject to having such content removed or hidden by the City at any time.

2. To the extent any comments were posted before commenting was disabled, comments containing any of the following inappropriate forms of content were not permitted and remain subject to removal and/or restriction by the City Communications Team:

a. Profane, obscene, violent, or pornographic content and/or language, or sexually suggestive or explicit content, or links to such materials. Any image or link containing minors or suspected minors in sexual and/or provocative situations will be reported to law enforcement.

b. Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, or national origin, marital status, status with regard to public assistance, physical or mental disability or sexual orientation.

c. Defamatory attacks.

d. Threats to any person or organization.

e. Solicitation of commerce, including but not limited to advertising of any business or product for sale.

f. Conduct in violation of any federal, state or local law.

g. Illegal activity or encouragement of same.

h. Information that may compromise the safety or security of the public or public systems.

i. Content that violates a legal ownership interest, such as a copyright. The City does not permit or allow copyright-infringing activities and/or infringement of intellectual property rights on its website or social media sites and will remove or modify any and all content and submissions if properly notified that such content and/or submission infringes on another's intellectual property rights.

j. Private contact information such as names, addresses and phone numbers no matter how easily obtained elsewhere, or personal information of a person other than the poster.

k. Spamming or repetitive content.

l. Comments from children under 13 could not be posted in order to comply with the Children's Online Privacy Protection Act. Parents were responsible for any minor child's posting or comments made before commenting was disabled.

m. Content that incites violence.

n. Comments unrelated to the particular post being commented upon.

3. The City Administrator and/or designee may be required to remove postings on City social media sites deemed to constitute a breach of Policy. In the event of removal, those postings will be subject to applicable archiving and retention requirements.

General Policy for Personal Social Media Use

1.Be thoughtful about how you present yourself in all Social Media, where the lines between public and private, personal and professional are blurred. Also understand that what you are posting online may very well become public knowledge.

2. If you choose to identify yourself as a City employee on a personal or non-work related Social Media site, take care to make sure the reader understands that you are expressing your own personal views and not those of the City. For example, wherever appropriate, use a disclaimer such as, "This is my personal opinion and not necessarily the opinion or position of the City of Chipley."

3. Employees' personal Social Media sites should remain personal in nature and should not be used for work-related purposes. Employees should not use their City email account or password in conjunction with a personal Social Media account.

4. Refrain from accessing personal or non-work related Social Media sites while on work time.

5. In keeping with the City's Use of City Property Policy (City of Chipley Personnel Manual – Chapter 3 – Section 3.10), Employees may not use City-owned property (computer, network, etc.) to access personal or non-work related Social Media sites.

6. Some ethical obligations must be followed at all times, even when employees engage in Social Media use in their personal capacities. For example, employees should not disclose confidential information acquired by the employee by reason of the employee's official position.

Violations of Policy

Employees who violate this policy may be subject to disciplinary action, up to and including termination of employment. Volunteers or other authorized representatives who violate this policy may have their authorization to represent the City on social media revoked and may be subject to other appropriate action.

Terms of Use Disclosure

A. Information Disclaimer

By visiting this site, you understand and agree that this City of Chipley website and social media sites are provided for informational purposes only. The City of Chipley makes every effort to provide accurate and complete information on this website. The information contained herein is not official nor in any way shall it be deemed to constitute legal notice where such legal notice is required by law. The information contained in this site is provided as a service and convenience to people needing information about the City of Chipley. To the extent permitted by law, the City of Chipley, its officers, employees or agents shall not be liable for damages or losses of any kind arising out of or in connection with the use or provision of information, including but not limited

to damages or losses caused by reliance upon the accuracy or timeliness of any such information, or damages incurred from the viewing, distributing or copying of those materials.

B. Linking Policy — Links to External Sites

The City of Chipley website contains links to outside websites. These websites are not owned, operated, controlled or reviewed by the City of Chipley. These links are provided solely as a courtesy and convenience to visitors.

The City of Chipley, its officers or employees exercise no control over the organizations, views, accuracy, copyright or trademark, compliance or the legality of the material contained in these outside websites. The City of Chipley, its officers or employees do not sponsor, endorse or approve the information, content, proceeds, materials, opinions or services contained on such outside websites. The visitor proceeds to these outside websites at his/her own risk. The City of Chipley specifically disclaims any and all liability for damages, which may result from the accessing of a third-party site, which is linked to the City of Chipley website or from reliance upon any such information.

C. Copyright and Trademark Limitations

The City of Chipley makes no warranty that materials contained herein are free of copyright or trademark claims or other restrictions or limitations on free use or display. Making a copy of such material may be subject to copyright or trademark laws.

D. Use of Material

The City of Chipley has made the content of these pages available to the public and anyone may view, copy or distribute the information found therein without obligation to the City of Chipley for non-commercial, personal use only, unless otherwise stated on particular material or information to which a restriction on free use may apply. The design of this site, original graphics, and original content are all copyrighted by the City of Chipley and may not be re-engineered, distributed, modified, transmitted, re-used, reposted, or duplicated without the express written permission of the City of Chipley in each instance. All requests to use any part of the original design, code, graphics or content of this site should be made via e-mail to the City Administrator and or designee.

E. Unauthorized Modifications

Unauthorized attempts to modify or otherwise alter any information or image stored on any City of Chipley website may result in criminal prosecution.

_____	_____
Mayor	City Administrator
_____	_____
Date	Date

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Chipley Christmas Festival - Chipley Christmas Village

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

The Chipley Christmas Festival will be present to update the City Council on their final plans around the train depot for the Chipley Christmas Festival

RECOMMENDATION

Discussion.

ATTACHMENTS

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Abandonment of Roadway – Grace Assembly @ Chipley

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

Grace Assembly @ Chipley is requesting for the roadway located on Assembly Drive between Hwy 77 and 7th Street to be abandoned. The church has buildings located on both sides where youth services are held and children walk from one building to another. This creates safety concerns for the children and students.

RECOMMENDATION

Discussion to determine if the City Council would like to move forward with an ordinance to abandon this roadway.

ATTACHMENTS

1. Application

Date Filed:_____
Fee Paid:_____

APPLICATION
Abandonment of Public Property

Name: Grace Assembly @ Chipley (David Pettis, Jr.)

Address: 567 Main Street

Chipley, Florida 32428

Phone: Office 850-638-1791 David 850-326-3643

Please describe the particular street or road and portion of said street to be abandoned, using references to any other streets intersecting that portion of said street or road to be abandoned.

See attached

Please explain the reason for the abandonment and the interest the applicant has for making the request.

See attached

Note: Attach a copy of your deed for the property that is adjacent to the abandonment.

Fee: $150.00
Should the City Council deny the request at the first meeting, $100.00 will be refunded.

Describe the location to be abandoned:

Assembly Drive between Highway 77 (Main Street) and 7th Street

Map Attached

Reason:

The church's parcel of land adjoins the north and south side of Assembly Drive. Our Annex building is on the north side of Assembly Drive and houses our Wednesday night children's classes, Sunday morning children's church and our church offices.

The Youth building is on the south side of Assembly Drive and is where we hold youth services on Wednesday nights. Many nights we have outside games and sometimes we will have outside services.

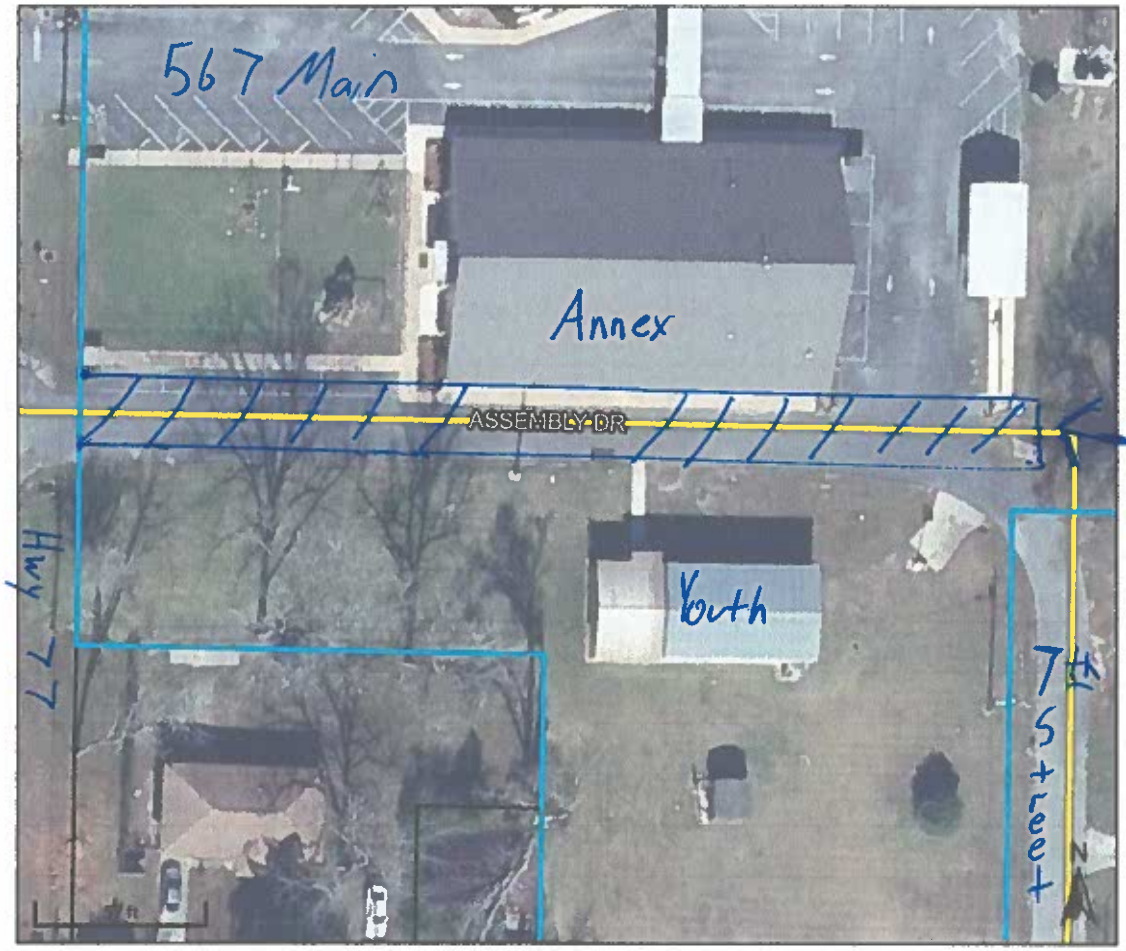
Most families park on the north side of Assembly Drive at the Annex or main parking lot.

There have been instances of students walking from one building to the other, in which there have been conflicts with traffic.

We are requesting the abandonment to help alleviate safety concerns regarding our children and students.

We understand that City utilities exist within Assembly Drive. We have no plans to do any development to hinder that City as they perform any maintenance necessary.

qPublic.net™ Washington County, FL





Parcel Number	00000000-00-2845-0000	**Building Value**	$1,138,120	**Just Value**	$1,192,407	**Last 2 Sales**		
Mailing Address	FIRST ASSEMBLY OF GOD CH INC PO BOX 40 CHIPLEY, FL 32428	**Extra Features Value**	$24,878	**Assessed Value**	$1,192,410	**Date** 3/1/1995	**Price** $15000	**Vacant** n/a
		Land Value	$29,406	**Exempt Value**	$1,192,410	n/a	0	n/a
Property Usage	CHURCHES	**Ag Land Value**	$0	**Taxable Value**	$0			
		Ag Market Value	$0					

THIS MAP IS NOT A SURVEY

Date created: 11/6/2026
Last Data Uploaded: 11/6/2026 10:47:54 AM

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Washington County, FL

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Maps have been compiled from the most authentic information available and is to be used for assessment purposes only. Washington County Property Appraiser's Office assumes NO responsibility for the errors and/or omission contained herein. THIS MAP IS NOT A SURVEY

Parcel Summary

Parcel ID	00000000-00-2845-0000
Location Address	567 MAIN ST CHIPLEY 32428
Brief Tax Description	33 5 13 LOTS 1-25 INC,30-37 INC, 38-50 INC, R & L/A BLK C (Note: Not to be used on legal documents.)
Property Use Code	CHURCHES (7100)
Sec/Twp/Rng	33-5-13
Tax District	Chipley (2)
Millage Rate	20.91
Acreage	3.77
Homestead	N

View Map

*The Property Use code is a Department of Revenue code. For zoning information please contact the Planning and Zoning department at 850-415-5093.

Owner Information

Primary Owner
FIRST ASSEMBLY OF GOD CH INC
PO BOX 40
CHIPLEY, FL 32428

Valuation

	2026 Final Values
Building Value	$1,138,123
Extra Features Value	$24,878
Land Value	$29,406
Land Agricultural Value	$0
Agricultural (Market) Value	$0
Just (Market) Value	$1,192,407
Assessed Value	$1,192,407
Exempt Value	$1,192,407
Taxable Value	$0
Save Our Homes or AGL Amount	$0

"Just (Market) Value" description - This is the value established by the Property Appraiser for ad valorem purposes. This value does not represent anticipated selling price.

Land Information

Land Use	Number of Units	Unit Type	Frontage	Depth
001000 - COMMERCIAL	3.77	AC	0	0

Building Information

Type	CHURCH	Heat	FORCED AIR DUCTED
Total Area	18,056	Air Conditioning	CENTRAL
Heated Area	18,056	Bathrooms	0
Exterior Walls	BRICK	Bedrooms	0
Roof Cover	COMP SHNGL	Stories	
Interior Walls	DRYWALL	Actual Year Built	1978
Frame Type	WD FRAME		
Floor Cover	CARPET		

Type	SFR	Heat	FORCED AIR DUCTED
Total Area	2,196	Air Conditioning	CENTRAL
Heated Area	1,797	Bathrooms	2
Exterior Walls	CONC BLK	Bedrooms	0
Roof Cover	COMP SHNGL	Stories	
Interior Walls	MASONRY	Actual Year Built	1962
Frame Type			
Floor Cover	VINYL TILE; CARPET		

Extra Features

Code	Description	Length x Width	Units
1899	OVERIDE	16 x 12	192
1800	DU/G-1	72 x 32	2,304
1808	PORTABLE BUILDINGS	35 x 18	630

Sales

Multi Parcel	Sale Date	Sale Price	Instrument	Book/Page	Vacant/Improved	Grantor	Grantee
N	3/1/1995	$15,000	WD	0269/0148	Improved	DORIS M WHILDEN	

Tax Collector Site

Click here to view the Tax Collector website.

Generate Owner List by Radius

Distance:

100 Feet

Use Address From:

(•) Owner ( ) Property

Select export file format:

Address labels (5160)

International mailing labels that exceed 5 lines are not supported on the Address labels (5160). For international addresses, please use the xlsx, csv or tab download formats.

[x] Show All Owners

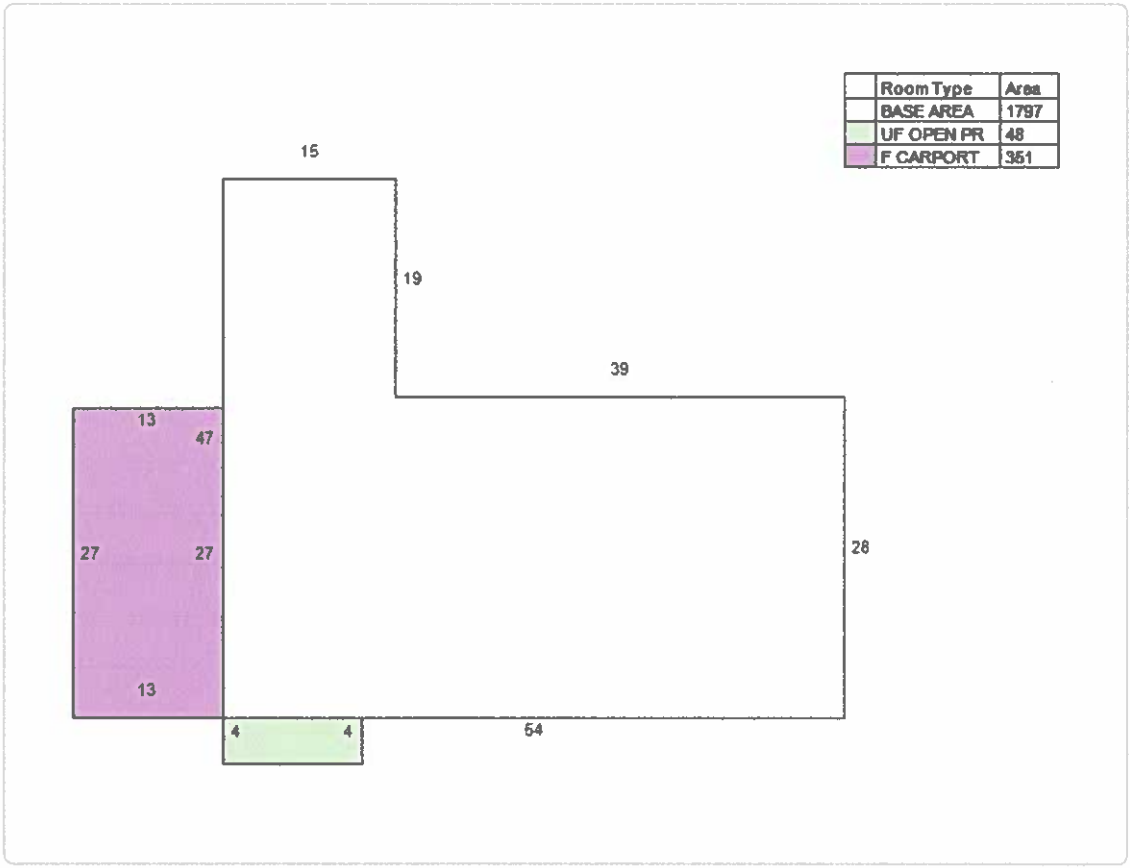
[ ] Show Parcel ID on Label

Skip Labels 0

Download

Sketches

	Room Type	Area
	BASE AREA	18056



Map



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Contact Us

Developed by
SCHNEIDER GEOSPATIAL

Prepared by: EVELENA REGISTER, MGR.
DIXIE ABSTRACT & TITLE CO., INC.
102 East Church Avenue
Chipley, Fl. 32428
00-2850-0000
I. D. #59-2358665

WARRANTY DEED

OFFICIAL RECORDS WASHINGTON CO. FL
EARNESTINE MILLER, CLERK
95001392 FILED: 03/22/95
BOOK: 0269 PAGE: 0148 AT 16:00 PM

BK: 0269 PGS 0148

DOC TAX PAID 105.00
BY C.D.David

SPACE ABOVE THIS LINE FOR PROCESSING DATA

This Warranty Deed, *Made the* 22nd *day of* March, *19*95, *by*
DORIS M. WHILDEN, a single person
hereinafter called the Grantor, to FIRST ASSEMBLY OF GOD CHURCH OF CHIPLEY, FLORIDA, INC
whose post office address is P. O. Drawer 40, Chipley, Fl. 32428
hereinafter called the Grantee

(Whenever used herein the terms "Grantor" and "Grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, wherever the context so admits or requires.)

Witnesseth, *That the Grantor, for and in consideration of the sum of* $ 10.00 *and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the Grantee all that certain land, situate in* Washington *County, State of* Florida, *viz:*

Lots 30 and 31, Block C, of Rubanstein and Lakon Addition to the Town of Chipley, Florida, according to plat thereof on file in the office of the Clerk of the Circuit Court of Washington County, Florida, being in Section 33, Township 5 North, Range 13 West.

Together, *with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.* **To Have and to Hold,** *the same in fee simple forever.*

And *the Grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land, and hereby warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 1994.*

In Witness Whereof, *the said Grantor has signed and sealed these presents the day and year first above written.*

Signed, sealed and delivered in the presence of:

Evelena T Register
Witness Signature (as to first Grantor)
EVELENA T. REGISTER
Printed Name

Judy Grimes
Witness Signature (as to 2nd Grantor)
JUDY GRIMES
Printed Name

Witness Signature (as to Co-Grantor, if any)
Printed Name

Witness Signature (as to Co-Grantor, if any)
Printed Name

Doris M. Whilden
Grantor Signature
DORIS M. WHILDEN
Printed Name

P.O. Box 29, Chipley, Fl. 32428
Post Office Address

Co-Grantor Signature, (if any)
Printed Name

Post Office Address

STATE OF FLORIDA)
COUNTY OF WASHINGTON)

I hereby Certify that on this day, before me, an officer duly authorized to administer oaths and take acknowledgments, personally appeared DORIS M. WHILDEN, a single person

known to me to be the person described in and who executed the foregoing instrument, who acknowledged before me that she executed the same, and on oath was not taken. (Check one:) ☐ Said person(s) is/are personally known to me. ☑ Said person(s) provided the following type of identification: DRIVERS LICENSE

NOTARY RUBBER STAMP SEAL

EVELENA T. REGISTER
MY COMMISSION # CC 000000
EXPIRES: [illegible]

Witness my hand and official seal in the County and State last aforesaid this 22nd day of March A.D. 1995.

Evelena T Register
EVELENA T. REGISTER

011 PAGE 139

UNIFORM REAL ESTATE MORTGAGE—Washington County, Florida.

THIS INDENTURE, Made this 23rd day of September A. D. 19 64, between Harold M. Strickland, Henry L. Collins and Joe Collins as Trustees of the First Assembly of God Church, Chipley, Florida

of the County of Washington and State of Florida part ies of the first part, and Coy G. Harrell and his wife, Ruth T. Harrell

of the County of Washington and State of Florida part ies of the second part,

Whereas, The said Harold M. Strickland, Henry L. Collins and Joe Collins as Trustees of the First Assembly of God Church, Chipley, Florida part ies of the first part, are justly indebted to the said part ies of the second part, in the sum of --Twenty Four Hundred ---------- DOLLARS as evidenced by a certain promissory note dated the 23rd day of September 19 64, for the sum of -----Twenty Four Hundred---------- DOLLARS becoming due and payable in equal, successive, monthly installments of $40.00 each commencing October 1, 1964 until fully paid.

19____, with interest at -0- per cent per annum from -------- and stipulating that if collected by an attorney after maturity, $_____ reasonable attorney's fees are to be added

NOW, THIS INDENTURE WITNESSETH, That the said part ies of the first part, for the better securing of the payment of the said sum of money mentioned in said promissory note and for and in consideration of One Dollar, to them in hand paid by the said part ies of the second part, the receipt whereof is hereby acknowledged, ha s granted, bargained, sold, and conveyed unto the said part ies of the second part, their heirs and assigns forever, the following described land, lying and being in Washington County, Florida, and described as follows:

Lots number 1 to 15 inclusive in Block "C" of the Rubenstein-Laken Addition to the Town of Chipley as per plat on file in the office of the Clerk of the Circuit Court of Washington County, Florida. Being in Section 33, Township 5 North, Range 13 West.

Florida Documentary Stamps $1.00 Florida Intangible Tax $2.00

Received $ 4.80 in payment of Taxes due on Class C Intangible Personal Property, pursuant to Chapter 71-274, Laws of Florida, Acts of 1971.

W. O. Wasden By: J.M.L.
Tax Collector, Washington County, Florida

And the said part ies of the first part do hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

PROVIDED ALWAYS, That if the said Harold M. Strickland, Henry L. Collins and Joe Collins, trustees of First Assembly of God Church, Chipley, Florida their heirs, executors or administrators, shall well and truly pay unto the said part ies of the second part, their heirs, executors, administrators or assigns, the said sum of money mentioned in said promissory note and the interest thereon, according to the true intent and meaning thereof, together with all cost, charges, expenses and attorney's fees, which the said part ies of the second part may incur or be put to in collecting same by foreclosure or otherwise, and shall pay all taxes which may accrue on said land, that then these presents and the estate hereby created shall cease, determine and be absolutely null and void, otherwise to be in full force, virtue and effect.

It is distinctly understood and agreed between the parties hereto that the failure to pay any one or any part of any one of said notes in full at maturity thereof shall cause all others of said notes to become instantly due and payable, and this mortgage foreclosable at the option of the holder of said notes and this mortgage.

IN WITNESS WHEREOF, The said part ies of the first part have hereunto set their hand s and seal s, this the day and year above written

Signed, Sealed and Delivered in the Presence of

Harold M. Strickland (SEAL)
Henry L. Collins (SEAL)
Joe Collins (SEAL)
(SEAL)

Filed for full and recorded of record this 22 day of Dec A.D. 19 64

Signed Coy G. Harrell Ruth T. Harrell

J. L. Myers Clerk

By _____ D.C. Washington County, Florida

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STATE OF Florida

County of Washington

I HEREBY CERTIFY, that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgements, personally appeared Harold M. Strickland Henry L.Collins & Joe Collins, Trustees of the First Assembly of God Church, Chipley, Florida to me known to be the person... described in and who executed the foregoing instrument and they acknowledged before me that they executed the same.

WITNESS my hand and official seal in the County and State last aforesaid this 23rd day of September A. D. 19 64

Karlena L. Register
NOTARY PUBLIC STATE of FLORIDA at LARGE
MY COMMISSION EXPIRES SEP. 22, 1968
BONDED THROUGH FRED W. DIETZ AGENCY

NOTARY PUBLIC

4632

Real Estate Mortgage

FROM

Trustees of First Assembly of God Church, Chipley, Fla.

TO

Coy G. Harrell and his wife, Ruth T. Harrell

Filed for record this 23rd day of September 1964 at 2:30 P.M. and recorded in O.R. Book 11 at page

and record verified.

J. L. Lewis
Clerk Circuit Court
Washington County, Florida
By Deputy Clerk

500
3.00
Int - 4.80
77.40

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: 1209 Campbellton Avenue - Discussion

MEETING DATE	PREPARED BY
Tuesday, November 10, 2026	Patrice Tanner, City Administrator

SUMMARY

Cindy Birge, Elite Realty, has evaluated the property located at 1209 Campbellton Avenue and estimates the property's market value to be approximately $19,900.

RECOMMENDATION

Discussion.

ATTACHMENTS

1. Letter

ELITE
REALTY
964 Main Street, Chipley, Fl. 32428 Office: (850) 638-0370

Re: 1209 Campbellton Avenue, Chipley, Florida

To Whom It May Concern:

Based on the present condition of the improvements, it is my professional opinion that the existing structure contributes little, if any, value to the property. The home is currently uninhabitable and unsuitable for occupancy.

Given the extent of the deterioration, I believe the structure would require either demolition or extensive renovation to make it suitable for occupancy. A prospective purchaser would need to account for the cost of demolition and debris removal or the cost of a major renovation when evaluating the property.

In its present condition, I would expect the property to be marketed primarily for the value of the underlying land. Taking into account its location being less desirable than the home on Main Street, the condition of the improvements, and the likely expense of demolition or extensive renovation, I estimate the property's market value to be approximately **$19,900**.

This opinion is based on my professional experience and knowledge of the local real estate market.

Sincerely,

Cindy Birge

You are invited to a Zoom webinar!
When: November 10, 2026 05:00 PM Central Time (US and Canada)
Topic: Regular Council Meeting

Join from PC, Mac, iPad, or Android:
https://us02web.zoom.us/j/87552242749

Phone one-tap:
+16469313860,,87552242749# US
+13017158592,,87552242749# US (Washington DC)

Join via audio:
+1 646 931 3860 US +1 301 715 8592 US (Washington DC)
+1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US
(Chicago) +1 646 558 8656 US (New York) +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
+1 507 473 4847 US +1 564 217 2000 US

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