

***City of Chipley***  
**Special Council Meeting**  
**Minutes**  
**November 26, 2024 at 5:00 p.m.**

**Attendees:**

Ms. Tracy Andrews, Mayor  
Mrs. Linda Cain, Council Member  
Mr. Leonard Blount, Council Member

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

**Others Present Were**

Mrs. Patrice Tanner, City Administrator  
Mr. Michael Richter, Police Chief  
Mrs. Michelle Jordan, City Attorney

Ms. Sherry Snell, City Clerk  
Mr. Guy Lane, Asst. City Admin./Public Works Director

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

**A. CALL TO ORDER.**

The meeting was called to order by Mayor Andrews at 5:00 p.m.

**B. PRAYER AND PLEDGE**

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

**C. APPROVAL OF AGENDA**

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

**D. Agenda Items.**

1. **Resolution No. 25-11** – One Florida Bank Loan – Fire Department. Mrs. Tanner explained this resolution will approve the purchase of a 2025 Ford F-250 XL Super Duty Crew Cab 4 x 4 Truck for the Fire Department. One Florida Bank has offered an interest rate of 5.21% with no loan closing costs, for five years. No further discussion.

**A motion was made by Council Member Cain and seconded by Council Member McCall to approve Resolution No. 25-11. The motion passed unanimously.**

2. **Resolution No. 25-12** – Fiscal Year 2023-2024 Final Budget Amendment. Mrs. Tanner explained this will approve the final budget amendment for Fiscal Year 2023-2024. No further discussion.

**A motion was made by Council Member Russell and seconded by Council Member Blount to approve Resolution No. 25-12. The motion passed unanimously.**

3. **Public Demand for Extended Park Hours.** Mrs. Tanner explained she has had numerous requests from citizens regarding the extension of park hours, particularly for utilizing tennis and pickleball courts after standard work hours. The change in daylight saving time significantly limits access to these recreational facilities, especially in the evening. As daylight savings time ends, the availability of natural light decreases sharply in the evening restricting the time that individuals can engage in outdoor activities after work. This reduction in available daylight directly impacts community members who wish to participate in sports like tennis and pickleball, depriving them of valuable recreational opportunities that enhance community engagement and health. The request is to extend the park hours one hour past dark. We do have electricity at Jim Trawick park and could easily add lights on the pole. We will have the same issue when the pickleball courts are built next year at Shivers Park. Mr. Russell stated that the old music park area cannot be seen from the road which is a safety concern. Mrs. Cain stated Jim Trawick Park has the same safety issues. Mr. Russell stated both Shivers and Gilmore Parks have recently been approved for grant funded projects and asked if we could revisit the issue once those projects are completed. Mayor Andrews stated we need to look at all the safety measures. Mrs. Tanner said yes, we will revisit once the park projects are complete. Discussion ensued.
4. **City Hall Bathroom Renovations and Front Door Repairs for Security Purposes – ARPA Funding.** Mrs. Tanner explained this will approve doing an Invitation to Bid for City Hall Restroom Renovations and Front Door Repairs for Security Purposes and utilizing ARPA funding for this project. The City Hall Restroom Renovations and Front Door Repairs projects are significant for maintaining functionality and security within our building. Discussion ensued.

**A motion was made by Council Member Cain and seconded by Council Member Russell to approve the bathroom renovations and the front door repairs with ARPA funding. The motion passed unanimously.**

5. **Purchase a Caterpillar Pickup Broom Attachment – ARPA Funding – Street Department.** Mrs. Tanner explained the city's Public Works Department is seeking to enhance their street maintenance capabilities through the acquisition of a street sweeper. The request made by Mr. Lane specifically identifies the Caterpillar Pickup Broom as the preferred choice for this procurement, indicating a focus on maintaining cleanliness in both streets and parking lots. The attachment can be used on the new backhoe that we purchased recently. Discussion ensued.

**A motion was made by Council Member McCall and seconded by Council Member Russell to purchase the Caterpillar Pickup Broom Attachment for the Street Department in the amount of \$21,859.57. The motion passed unanimously.**

Mayor Andrews adjourned the meeting at 5:20 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Sherry Snell,  
City Clerk