

***City of Chipley***  
**Special Council Meeting**  
**Minutes**  
**December 30, 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. Guy Lane, Asst. City Admin./Public Works Director

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 5:00 p.m.

**B. PRAYER AND PLEDGE**

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

**C. APPROVAL OF AGENDA**

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

**D. Agenda Items.**

**Resolution No. 25-15 – ARPA Funding.** Mrs. Tanner explained this resolution will approve the allocation of funds received under the American Rescue Plan Act (ARPA) in the amount of \$1,808,070. The balance of the funding will go toward salaries from October through December 2024, which will free up additional money in the city budget for the Peach Street Lift Station Project, Utility Payment Kiosk and City Hall Restroom and Front Entryway Project. All ARPA projects are 100% complete except the broom attachment which is ordered and a purchase order has been issued for it. Discussion ensued.

**A motion was made by Council Member Cain and seconded by Council Member Russell to approve Resolution No. 25-15. The motion passed unanimously.**

- 1. Resolution No. 25-16 – Disposition of Surplus Real Property.** Mrs. Tanner explained this will approve the disposition of real property for parcel #00-2358-0003 which is the old

Davidson Sprayfield. Attorney Jordan explained there are different ways to dispose of the property. Cities do not have state rules to follow so you can auction it or sell it. She recommended getting an appraisal and to retain a real estate broker to handle the marketing and sale of the property. Discussion ensued.

**A motion was made by Council Member Russell and seconded by Council Member Blount to approve Resolution No. 25-16. The motion passed unanimously.**

**A motion was made by Council Member McCall and seconded by Council Member Cain to approve getting Request for Qualifications for a real estate broker to handle the sale of the property. The motion passed unanimously.**

2. **Name Streets for Traffic Study** – Discussion. Mrs. Tanner explained per the Council's request on September 10, 2024, we have reached out and were able to get an estimated cost of \$1,500.00 per street for a traffic study to be done. We are now at the point where the council will need to decide which streets and how many streets they would like to do this fiscal year since it is not a budgeted item. Then we can decide each year at budget time if there are any additional streets that you would like to have done. Mr. Russell stated the money that would be used for the study could be used in the Police Department to help fund a police officer position. Mrs. Tanner stated that all streets would not be done at the same time, possibly one or two streets this year, then do more next year. Mrs. Cain asked how it would be done. Mr. Lane stated you can buy speed humps that can be removed easier if needed. Ms. McCall stated 5<sup>th</sup> Street was one of the main streets that people speed on. Discussion ensued.

**A motion was made by Council Member Cain and seconded by Council Member Blount to approve the study for 5<sup>th</sup> Street from Old Bonifay Road to Church Avenue. The motion passed with four (4) ayes and one (1) naye, with Council Member Russell opposed.**

Mayor Andrews adjourned the meeting at 5:25 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Sherry Snell,  
City Clerk