

City of Chipley
Special Council Meeting
Minutes
May 6, 2025 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Mr. Leonard Blount, Council Member
Ms. Cheryl McCall, Council Member

Mr. Kevin Russell, Mayor Pro-Tem
Mrs. Linda Cain, Council Member

Others Present Were

Mrs. Patrice Tanner, City Administrator
Mr. Guy Lane, Asst. City Admin./Public Works Director

Ms. Sherry Snell, City Clerk
Mr. Michael Richter, Police Chief

Via ZOOM: 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 Blount to approve the agenda as presented. The motion passed unanimously.

D. Agenda Items.

- 1. Ordinance No. 993 (Final Reading) – Land Use Map Amendment – 735 Main Street – Lota Kay Braxton.** Mayor Andrews closed the regular meeting and opened the public hearing at 5:02 p.m. Mrs. Tanner read Ordinance No. 993 by title:

**AN ORDINANCE OF THE CITY OF CHIPLEY, FLORIDA,
PROVIDING FOR AN AMENDMENT TO ITS ADOPTED
COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY;
PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR FUTURE
LAND USE CHANGE OF A PARCEL OF PROPERTY WITH PARCEL
NO. 00000000-00-1238-0000 LOCATED AT 735 MAIN STREET,
FROM LOW DENSITY RESIDENTIAL TO NEIGHBORHOOD
COMMERCIAL PROVIDING FOR AMENDMENT TO THE FUTURE**

LAND USE MAP; PROVIDING FOR A SMALL SCALE AMENDMENT TO THE ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR THE FILING WITH THE CLERK OF CIRCUIT COURT AND THE FLORIDA DEPARTMENT OF COMMERCE; AND DECLARING AN EFFECTIVE DATE.

Mrs. Tanner explained this Ordinance, if approved, will amend the Future Land Use Map changing the land use designation of Parcel No. 00-1238-0000 from Low Density Residential to Neighborhood Commercial. Official notice to advise the public of the proposed adoption of Ordinance No. 993 was published in the Washington County News on April 23, 2025. The ad complied with the legal requirements of the City Code and Florida Statutes.

Mayor Andrews closed the public hearing and opened the regular meeting at 5:04 p.m. No further discussion.

A motion was made by Council Member Cain and seconded by Council Member Blount to approve the final reading of Ordinance No. 993. The motion passed with three (3) ayes and two (2) nays, with Council Member Russell and Council Member McCall opposed.

2. **Bid No. 2025-03** – Chipley Mongoven Building – Phase 2 – Arris General Contractors, Inc. – Change Order #1. Mrs. Tanner explained this will approve Change Order #1 for the Mongoven Building Phase II Project in the amount of \$38,407.08 for additional reinforcement on the top portion of the shared wall. This additional structural concrete work along the shared wall with Coastal Nutrition will help stabilize the top portion, especially with the adjacent building currently being re-roofed. Mr. Brent Melvin, David H. Melvin, Inc., stated the initial design included the stabilization of the middle portion of the wall. With a historic structure, after the work began, the need became evident to stabilize the top portion as well. Discussion ensued.

A motion was made by Council Member Russell and seconded by Council Member McCall to approve Arris General Contractor's, Inc. - Change Order #1 in the amount of \$38,407.08. The motion passed unanimously.

3. **Florida Commerce CDBG-MT Flood Mitigation Project** – Construction Agreement – Extreme Land Restoration, LLC. Mrs. Tanner stated the attorney has reviewed and approved the agreement. This will approve the Construction Agreement with Extreme Land Restoration, LLC in the amount of \$1,457,236.15 for the paving and drainage improvements on Peach Street. Paving improvements consist of milling, resurfacing and reconstruction of existing paved roads, along with earthwork, base work and shoulder work. Concrete curb and gutter will be added along the ditch side of Peach Street from 4th Avenue to Orange Street. Proposed drainage improvements consist of ditch grading, ditch pavement, rip-rap placement, culvert placement and concrete drainage structures. This project will also contain utility relocations due to drainage conflicts. Also included in this project is clearing/grubbing, sodding, pavement markings and roadway signing. Council approved the Award of Bid on February 11, 2025. Discussion ensued.

A motion was made by Council Member Russell and seconded by Council Member Blount to approve the Construction Agreement with Extreme Land Restoration, LLC in the amount of \$1,457,236.15. The motion passed unanimously.

Mayor Andrews adjourned the meeting at 5:08 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Sherry Snell,
City Clerk