City of Chipley
Budget Workshop
Minutes
September 16, 2026 at 4:00 p.m.

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

Present via ZOOM:
Ms. Cheryl McCall, Council Member

Absent:
Mr. Kevin Russell, Mayor Pro-Tem

Others Present Were:
Mrs. Patrice Tanner, City Administrator
Ms. Sherry Snell, City Clerk
Mr. Guy Lane, Asst. City Admin./Public Works Dir.
Mr. Michael Richter, Police Chief
Mrs. Jamie Richter, Finance Director
Mr. Hunter Aycock, Fire Chief
Mr. Brock Tate, Recreation Director

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

A. CALL TO ORDER

The meeting was called to order by Mayor Andrews at 4:00 p.m.

B. PRAYER AND PLEDGE

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

C. AGENDA ITEMS

1. **Fiscal Year 2026-2027 Proposed Budget –** Discussion.

   Mrs. Tanner explained the total proposed budget is $16,088,454 which includes all funds.

   Mrs. Tanner explained the General Fund total revenues is $2,779,439; Ad Valorem Taxes in the amount of $1,588,470; Interfund Transfers in the amount of $9,750; Capital Projects in the amount of $5,733,200; and Community Redevelopment Agency (CRA) in the amount of $461,326 for a total of $10,572,185. Discussion ensued.

   Mrs. Tanner explained the Executive Department total is $38,900. Discussion ensued.

   Mrs. Tanner explained the Administration Department total is $1,324,625, which includes annual salary increases from 0-4% based on the employee performance evaluation. Discussion ensued.

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Mrs. Tanner explained the Police Department Fund total is $2,062,552. It includes annual salary increases from 0-4% based on the employee performance evaluation; professional services including Smart Cop annual maintenance - $2,750, annual copier lease - $1,800; annual archive social for archiving social media - $1,103; and Watchguard annual software licensing fee - $2,500; annual redaction software for public records requests - $1,600; Communications – include cradlepoint access for each patrol and investigator vehicle; cradlepoint access for remote locations through city camera sites; laptop aircards; office internet access; fleet gps units; dedicated fiberoptic line for smartcop; Confiscated funds – amended into the budget throughout the year; equipment <$5,000 – includes - two (2) laptop computers @ $2,200 each – total $4,400; three (3) Motorola handheld radios with lapel microphones and programming @ $2,244 each – total $6,732; two (2) bulletproof vests @ $1,300 each – total $2,600 (BVP Grant offset of $1,703); one (1) patrol vehicle payment no. 3 of 7 in the amount of $11,512; one (1) patrol vehicle payment no. 3 of 5 in the amount of $10,090; one (1) patrol vehicle payment no. 2 of 7 in the amount of $11,436; one (1) patrol vehicle loan payment no. 3 of 5 in the amount of $16,300; and one (1) patrol vehicle loan payment no. 1 of 5 in the amount of $10,274; bond payment no. 26 of 40 in the amount of $16,000 for the Police & Fire building. Discussion ensued.

Mrs. Tanner explained the Fire Department Fund total is $395,211, It includes annual salary increases from 0-4% based on the employee performance evaluation; volunteer fire expense – funds are amended into the budget as received throughout the year. Vehicle operations – increase due to a 265% increase in call volume over 2021. Equipment <$5000 includes replacement SCBA bottles @ $1,398 each; miscellaneous equipment "essential tools" damaged during fire calls; 2025 Ford F-250 truck payment no. 2 of 5 in the amount of $15,361; USDA bond for the Police & Fire building payment no. 26 of 40 (1/2 of payment) in the amount of $16,000 and bond payment no. 3 of 20 in the amount of $16,950 for a truck. Discussion ensued.

Mrs. Tanner explained the Street Department Fund total is $6,241,988 which includes annual salary increases from 0-4% based on the employee performance evaluation; contract maintenance - includes the mowing contract for grounds and maintenance in the amount of $134,840 with no price increase from last year; truck & equipment payments including one (1) backhoe loan payment no. 4 of 7 in the amount of $17,139 and one (1) asphalt hotbox loan payment no. 4 of 5 in the amount of $12,831; one (1) new inmate transit van loan payment no. 2 of 5 in the amount of $12,000; one (1) new 2026 Ford F-550 Truck with dump body loan payment no. 2 of 7 in the amount of $12,698. Items cut from this budget – Landpride RC3715 bush hog 15' flex wing rotary cutter - $21,838. Discussion ensued.

Mrs. Tanner explained the Recreation Department Fund total is $502,609 which includes annual salary increases from 0-4% based on the employee performance evaluation; annual archive social for archiving social media - $1,103; equipment <$5,000 includes two (2) batting cage nets plus materials @ $1,250 each - $2,500; capital outlay includes: 3-ton A/C unit for main concession stand - $8,400; truck payment no. 5 of 5 in the amount of $6.977. Items cut from the budget – 61" Cheetah Scag 35hp mower - $13,259; batting cages for upper fields; using in-house labor – 20x60 pole barn kit $6,000; 20x60 concrete slab $10,500; 1 net $1,200; equipment/turf/mats - $800 = $22,100. Discussion ensued.

Mrs. Tanner explained the Amtrak/Farmers Market Department total is $6,300. Discussion ensued.

E. ADJOURN

The meeting was adjourned by Mayor Andrews at 5:01 p.m.

Attest: Tracy L. Andrews, Mayor

Sherry Snell,
City Clerk