

**CITY OF CHIPLEY
REGULAR COUNCIL WORKSHOP
MINUTES**

April 7, 2016

5:00 p.m.

Attendees:

Mr. Lee Dell Kennedy, Mayor
Mrs. Karen Rustin, Council Member
Mr. John Sasser, Council Member

Mr. Brett Butler, Mayor Pro-Tem
Mr. Ellis Reed, Council Member

Others Present Were:

Mrs. Patrice Tanner, Asst. City Administrator/City Clerk
Mr. Kevin Crews, Police Chief
Mr. Chester Campbell, Public Works Director
Mr. Guy Lane, Recreation Director

Mrs. Pamela Whitfield, Finance Specialist
Mr. Floyd Aycock, Fire Chief
Mr. Tim Ray, Water Utilities Director
Mr. Brock Tate, Code/Planning Officer

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 Kennedy at 5:02 p.m.
- B. Prayer and Pledge.** Prayer was given by Mr. Chester Campbell and Mr. Butler led the pledge to the American Flag.
- C. Approval of Agenda.**
- D. Presentation and Approval of Minutes.**
February 4, 2016 – Regular Council Workshop
March 3, 2016 – Regular Council Workshop
March 8, 2016 – Regular Council Meeting
March 24, 2016 – Special Council Meeting
- E. City Administrator and Department Head Reports.**

Police Department – Kevin Crews. Chief Crews explained it has been busy. No further discussion ensued.

Public Works – Chester Campbell. Mr. Campbell explained they are still working with drainage issues because of all the rain. Mr. Butler asked why the retention pond at the Probation and Parole office was staying full, the whole corner was under water. He stated it would not matter if the retention pond was twenty feet deeper it would not make a difference. Mr. Campbell stated he had talked with the contractor working on the courthouse and was told the retention pond is not finished but that it is only designed to hold the first one inch of rainfall and the overspill will flow to the storm drains. He stated the retention pond probably will not help the water problems. Mr. Butler stated if we continue to have problems with the pond maybe we should involve our attorney. Mayor Kennedy stated he would get with Dan and Chester on Monday. Discussion ensued.

Fire Department – Floyd Aycock. Chief Aycock explained everything is going well. No further discussion ensued.

Water Utilities Department – Tim Ray. Mr. Ray explained we are also having rain issues due to the water table being so high. No further discussion ensued.

Recreation Department – Guy Lane. Mr. Lane explained baseball games are starting on Monday night, April 11th. No further discussion ensued.

Mrs. Dawn Veit asked about the status of the splash pad project. She stated she had heard about a property purchase and the City can spend \$9,200 per acre on a piece of land and not spend any on a splash pad for the children. The children have no activities and they are the future of our city. Mrs. Tanner explained the land deal is partial grant and partial loan and is for a waste water project. Mayor Kennedy explained the project has not been dropped, but funding was an issue. He stated that tax dollars only stretch so far and that the City's infrastructure is first priority. Mrs. Tanner explained that Mr. Miner is working on the project, but the City has multiple projects *ongoing at this time*. Mrs. Viet asked *whatever happened to forming a splash pad committee*. She

has never received a call. She stated she gets calls from people about the splash pad, the land deal and other city issues all the time. Mayor Kennedy asked Ms. Viet to give those people his or Mr. Miner's telephone number and they would take care of the questions. Discussion ensued.

Planning/Code Enforcement – Brock Tate. Mr. Tate explained there were three land use compliance certificates, one sign permit and one tree removal permit issued for the month of March for Planning & Zoning. Mr. Tate explained there were 27 public nuisance cases and one case with the attorney for the month of March for Code Enforcement. He stated April is spring cleanup month and the pickup schedule for disposal of certain items is available. No further discussion ensued.

F. Agenda Items.

1. **Approval of Resolution No. 16-13 – Amtrak.** Mrs. Tanner explained this resolution will support restoration of the passenger rail service between New Orleans, Louisiana and Orlando with a designated stop in Chipley. No further discussion ensued.
2. **Approval of Special Event Application – American Cancer Society Relay for Life.** Mrs. Tanner explained Ms. Lisa Jones has presented a Special Event Application requesting approval to hold a fundraising event for the American Cancer Society at Pals Park on Saturday, May, 14, 2016 from 10:00 a.m. – 10:00 p.m. Mrs. Tanner stated Ms. Jones has the required insurance to cover the event. No further discussion ensued.
3. **Approval of Hatch Mott MacDonald Florida, LLC Work Order – FDEP Sprayfield Project – Phase I.** Mrs. Tanner explained this Work Order is for Hatch Mott MacDonald to do the Phase I work associated with the new sprayfield project engineering agreement that was approved at the Special Council Meeting in March. The amount of the Phase I Work Order is \$134,215.00. No further discussion ensued.
4. **Approval of FDOT Utility Work by Highway Contractor Agreement – SR 77 from South of I-10 to 5th Street.** Mrs. Tanner explained this agreement is for a FDOT Project that requires minor modifications to city facilities in the amount of \$11,150.00. No further discussion ensued.
5. **Approval of 4th of July Fireworks Quote – Sky Lighters of Florida.** Floyd Aycock explained he received two quotes for the 4th of July Fireworks event. Availability of the companies was a big issue so we were only able to obtain the two quotes. Sky Lighters of Florida included a silver display level of the first ten minutes for \$550 per minute and \$400 per minute thereafter. Pyrotechnics quote was \$8,000 for an average twelve to fifteen minute display. The 12-15 minute show is a starting point and we hope to add to it in the future. Discussion ensued.
6. **Approval of Recreation Committee Members – Steven Daniel and Alicia Bringer.** Guy Lane stated the Recreation Committee has requested that Steven Daniel and Alicia Bringer be appointed to the Recreation Committee. No further discussion ensued.
7. **Approval of Waste Water Treatment Plant Painting Quotes – RCM Interiors.** Mr. Ray explained he received three quotes for the painting of the Waste Water Treatment Plant. RCM Interiors submitted a quote for \$18,000, Fuqua and Sons Inc. for \$25,371 and Phoenix Coatings for \$84,876. Mr. Butler asked why such a big difference in the amount of the quotes. Mr. Ray explained the small companies do not have as much overhead to contend with, therefore they have lower rates. The big companies service larger cities for higher rates. Mr. Ray stated that the City chooses the lowest bid. Mayor Kennedy asked the council if they wanted Mr. Ray to find why the other quotes were higher. They all agreed to proceed with the lowest quote. Discussion ensued.
8. **West Florida Regional Planning Council Grant Opportunities – Austin Mount, Executive Director.**
 - A. **FDEO Community Planning Technical Assistance Grant.** Mr. Austin Mount, Executive Director with the West Florida Regional Planning Council stated the Florida Department of Economic Opportunity is soliciting grant requests for anticipated funding for FY 2016-2017 Community Planning Technical Assistance Grants. He explained the purpose of this grant is to assist counties and municipalities in developing economic development strategies, meeting the requirements of the Community Planning Act, addressing critical local planning issues, and promoting innovative planning solutions to challenges identified by local government applicants. Mrs. Amy Wiwi asked can we match funds to get a better score. Mr. Mount stated that it might be possible. Mrs. Wiwi asked if the CRA Plan and Finding of Necessity Reports project type might somehow pertain to what Mr. Everett and the CRA Board is trying to accomplish for downtown. Mr. Mount stated it might be

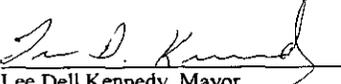
possible. We can get more information on that. Mr. Mount explained that the requests are due May 2, 2016 for this grant, typical awards are \$25,000-\$40,000 and projects must be completed by June 15, 2017. Mrs. Tanner stated she would get additional information from Mr. Miner before the Council approves the grant. Discussion ensued.

B. FDEO Competitive Florida Partnership Grant – Mr. Mount explained the purpose of this grant is to help communities value assets that make them special and challenges them to set realistic goals for advancing their economic development visions. He stated that the requests are due May 2, 2016 for this grant. Discussion ensued.

9. **Ted Everett** – Strategic Planning. Ted Everett stated we need to have a vision for the City's future and that the heart and soul of Chipley is the downtown area. He explained that 1985 was the last time there was a strategic plan for the CRA and the Historic Downtown area. He explained some of the issues are parking, vacant buildings and lots, code enforcement, the way downtown looks to outsiders and a possible truck route around Chipley. Mr. Everett suggested that the CRA, City Council, Code Enforcement and business/building owners form a committee and meet once or twice a month. He suggested we put together a group to go look at other cities and see what they have done to solve the problems of keeping their downtown areas. The Visioning process requires we look at our strengths, weaknesses, threats and opportunities. This is called a SWOT Analysis. He stated that Ms. Carol Westmoreland with Florida Redevelopment Association is looking into additional incentives for the CRA. He stated at the end of the day, the only agenda for all is to not let our downtown slip away. Mrs. Rustin stated she agreed with Mr. Everett that we have to get involved because our downtown area is at stake. Mayor Kennedy asked Mr. Everett to get Mr. Miner some dates for meetings and trips to look at other areas. Mr. Everett also stated when the construction easements are signed, they will proceed with the alleyway project. Discussion ensued.

The meeting adjourned at 6:03 p.m.

City of Chipley


Lee Dell Kennedy, Mayor

Attest:


Patrice A. Tanner
Assistant City Administrator/City Clerk