

**SNEADS TOWN COUNCIL
REGULAR MEETING
NOVEMBER 14, 2023**

The Town Council of the Town of Sneads, Florida, met in a regular session at the Sneads Town Hall on Tuesday, November 14, 2023, at 6:00 p.m.

Mike Weeks called the meeting to order with the following present:

Mike Weeks, Tony Money, George Alexander,
Angela Locke and Donovan Weeks, Council Members
Daniel Cox, Attorney
Lee Garner, Town Manager
Tyler Weeks, Police Chief
Sherri Griffin, City Clerk
Danielle Guy, Deputy Clerk

And the following were absent:

None

All stood for the Pledge of Allegiance.

George Alexander made a motion to approve the Consent Agenda as presented. Angie Locke seconded. All voted aye.

1. Minutes for **October** 2023
2. Financial Statements and Budget Review Summary
3. Pay Approved Bills

Agenda #4, Florida Dept. of Health- Ms. Emily Bass, Florida Dept of Health, JC, informed the council of a new grant assistance program to assist with mostly physically challenged persons in the sports arena. The grant is up to \$12,000 and she is ready to assist the Town with pursuing the grant. She was asked to contact the Town Manager ASAP to get this going.

Agenda #5, Mobile Home Size requirements. Mr. John McKinnie presented his concerns and explained that he thought the current requirements for a mobile home to be nine hundred square feet, with two bathrooms was overkill. After discussion, the Town Attorney was requested to have a change to the ordinance prepared for the December meeting to make changes, and also address mini homes for consideration.

Agenda #6, JC Sheriff MOU Agreement. (See attached) The Town Manager and Town Attorney pointed out the change in language regarding annual increases to the cost outlined in the revised agreement. George Alexander made a motion to approve the agreement as presented. Donovan Weeks seconded. All voted aye.

Agenda # 7, Update on Grants from Melvin Engineers. Hunter Potts updated the council on the status of current grants for the Town and presented a handout to council with comments. (See attached)

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Town Manager Garner asked that the emergency purchase of a new pump for Lift Station No. 8 be added to the agenda. He presented photos of the old pump damage and also presented a quote from Hydra Services, Inc for a new pump that is in stock and can be installed within a few days. He stated the old pump could be repaired at a cost of over \$7000 and would take at least six months to get back, with a one-year warranty. The new pump can be delivered and installed at a cost of \$8662.40 with a five-year warranty. After discussion, Donovan Weeks made a motion to purchase the new pump. George Alexander seconded. All voted aye.

Agenda #8, **Ordinance 2023-03**, entitled;

AN ORDINANCE OF THE TOWN OF SNEADS, FLORIDA, AMENDING THE TOWN OF SNEADS COMPREHENSIVE PLAN BY AMENDING THE FUTURE LAND USE MAP (FLUM) PURSUANT TO THE SMALLSCALE AMENDMENT PROCEDURES OF THE LOCAL GOVERNMENT AND COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

was read for final approval. Donovan Weeks made a motion to approve Ordinance #2023-03. Tony Money seconded. All voted aye.

Agenda #9, **Resolution #23-10**, Amending Resolution #22-09, adopting a budget for the fiscal year 2022-2023, by increasing the amount budgeted in the Gas Tax by \$6,500, such increase shall be funded by increasing the amount budgeted to the gas tax fund. Tony Money made a motion to approve Resolution #23-10, as presented. George Alexander seconded. All voted aye.

Agenda #10, **Resolution #23-11**, Amending Resolution #22-09, adopting a budget for the fiscal year 2022-2023, by increasing the amount budgeted in the General Fund by \$677,00, such increase shall be funded by carryover funds, ARPA funds and grant funds received in 2022-2023 FY. Donovan Weeks made a motion to approve Resolution #23-11, as presented. George Alexander seconded. All voted aye.

Agenda #11, Sneads Recreation Board. No report.

Agenda #12, Town Manager Report as follows: (See attached) Mr. Garner informed Council about two new grants applied for at the Sneads Park and Adam Tucker Sports location. The one for Sneads Park is in line with the master plan approved by the Corps of Engineers years ago and the Adam Tucker grant is for \$200,000 for energy work to be done at the location. A site visit is scheduled for November 21st to determine the scope of work to be considered. He then went over his written report provided to the council. He also addressed the request at the October council meeting to provide the council with a retirement/termination date for his services. He offered a date of December 6th, or would be willing to work until December 31, 2023, with the understanding that he has applied for vacant positions and if required to go for an interview, he would be allowed vacation time to do. Tony Money made a motion to employ the Town Manager until December 31, 2023. George Alexander seconded. All voted aye.

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Agenda #13, Attorney Cox. Mr Cox informed the council members of the new requirement for submittal of a Form 6 for anyone on council as of January 1, 2024, and explained the requirements. He also asked about starting the process for advertising for a new Town Manager and was given approval to start the process.

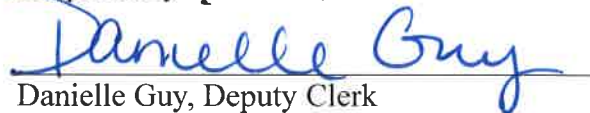
Agenda #14, Police/ Fire. Police Chief Weeks presented the department's activities log. (See attached) His department has been highly active, and all council members thanked his department for their service. Asst Fire Chief McAlpin thanked the council for their support and gave examples of activities the Fire Department has been involved with recently.

Agenda #14, Council Members

Agenda #14, Public Comments:
John McKinnie
Lowell Roberts

Tony Money made a motion to adjourn at 7:30 pm.

Respectfully Submitted,


Danielle Guy, Deputy Clerk

APPROVED:

MIKE WEEKS, COUNCIL PRESIDENT

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NOVEMBER 14, 2023**

Budget Summary

GENERAL FUND

OCTOBER- Revenues are **below** budgeted amount. Expenditures are above due to posting of payment for grinder station at Sneads Park. Completed in September, but did not receive invoice until October. This will be backed out of budget numbers next year.

GAS TAX

OCTOBER- Revenues are 1.78% **below** budgeted amount. Expenditures are 1.40% **above** budgeted amount.

SOLID WASTE

OCTOBER – Garbage revenues and expenditures are in line with budgeted amount.

WATER AND SEWER

OCTOBER-ACI Sewer is 7.27% **above** budgeted amount. Water Sales are 6.67% **above** budgeted amount and sewer sales are 10.57% **above** budgeted amount. Expenditures are 15.07% **above** budgeted amount.

RECREATION FUND

OCTOBER- Will update in December. Bank statement not in as of meeting to balance out sign up fees.

Donald L. Edenfield
Sheriff



4111 Gov Rick Scott Drive
Marianna, FL 32448

JACKSON COUNTY SHERIFF'S OFFICE

MEMORANDUM OF UNDERSTANDING BETWEEN

JACKSON COUNTY SHERIFF'S OFFICE

AND THE TOWN OF SNEADS

****Effective Date:**** December 1, 2023

****1. PURPOSE****

This Memorandum of Understanding (MOU) outlines the agreement between the Jackson County Sheriff's Office (JCSO) and the Town of Sneads for emergency police dispatch services.

****2. RESPONSIBILITIES****

2.1. ****Jackson County Sheriff's Office (JCSO):****

JCSO agrees to provide emergency police dispatch services for the Town of Sneads Police Department for all calls coming into the Public Safety Answering Point (PSAP) through emergency 911 trunks and all emergency calls for service that originate from official JCSO administrative circuits.

2.2. ****Town of Sneads:****

The Town of Sneads agrees to pay an annual cost of \$21,090.00 for the provided dispatch services. The municipality agrees that any non-emergent administrative calls shall be answered and handled by the Police Department or Town Hall during normal business hours.

****3. PAYMENT TERMS****

The annual cost of \$21,090.00 shall be payable in 1/12ths installments, with the first payment due on December 1, 2023, and subsequent payments on the first day of each month thereafter.

3a. The cost of police dispatch services provided by the Jackson County Sheriff's Office to the Town of Sneads may be subject to an annual adjustment. This adjustment will be contingent upon any pay increases granted to the dispatch officer by the Jackson County Board of County Commissioners (BOCC). This cost shall be determined by dividing the total pay increase (salary and benefits) granted by the BOCC to the dispatch officer by three based on call volume of each municipality.

****4. TERM****

Donald L. Edenfield
Sheriff



4111 Gov Rick Scott Drive
Marianna, FL 32448

JACKSON COUNTY SHERIFF'S OFFICE

This MOU shall commence on December 1, 2023, and shall remain in effect until terminated by either party with a 30-day written notice.

5. AMENDMENTS

This MOU may be amended by written agreement of both parties.

6. TERMINATION

Either party may terminate this MOU with a 30-day written notice.

7. GOVERNING LAW


This MOU shall be governed by and construed in accordance with the laws of the State of Florida.

8. ENTIRE AGREEMENT

This MOU constitutes the entire agreement between the parties and supersedes all prior understandings or agreements.

****IN WITNESS WHEREOF****, the parties hereto have executed this Memorandum of Understanding as of the date first above written.

****Jackson County Sheriff's Office****

Signature: 
Name: Donald L. Edenfield
Title: Sheriff
Date: 10-26-23

****Town of Sneads****

Signature: _____
Name: _____
Title: _____
Date: _____

Project Updates

November 14, 2023

PROJECT NAME	COMMENTS	BUDGET
Citywide Wastewater Improvements <i>SNE22WW</i> <i>CDBG-DR Round-II</i>	Survey has been complete, and design is nearing 60%. DHM will coordinate with the town once we have more designed plans and begin the permitting process with FDEP and the FGA railroad for the crossing on Ham Pond Road.	\$3,629,750.00 <i>CDBG-DR Round-II</i> Funds Expended:
Citywide Road & Drainage Improvements <i>SNE22RD</i> <i>CDBG-DR Round-II</i>	Survey has been completed, we are waiting for the final survey files from Dewberry and will begin design. The goal is to provide construction plans for all the roadways but will want to have the town set the priority of the roads if the funding is not able to cover all roads. Attached is a map of the roadways for reference.	\$1,907,925.00 Funds Expended: \$0.00
Connectivity Study <i>SNE22CS</i> <i>Rural Infrastructure Fund</i>	Final Report at 85% complete, waiting on final sidewalk cost estimates and typical designs.	\$162,150.00 Funds Expended: \$53,920.00
Hometown Revitalization (SNE22HR) <i>SNE22HR</i> <i>CDBG-DR Hometown Revitalization</i>	Demolition and Rehab projects both out to bid now (includes building on Dodson Park property). Pre-Bid Meeting: Nov. 16, 2023 @ 10AM Bid Opening: Dec. 5, 2023 @ 2 PM	\$951,762.00 Funds Expended: \$85,671.00

Stormwater Improvements

SNE225W

CDBG-DR Round-1

Survey is underway, once complete the formal design process will start. Attached is map of the proposed project areas. Like the roadway projects, once we have the survey and designs completed, we will request the Town provide concurrence on the priority of the projects. (est. completion date Feb. 2025)

\$4,945,145.64
Funds Expended: \$0.00

Dodson Park

SNE23DP

FRDAP (Florida Recreation Development Assistance Program)

Town received Grant Agreement, will need to return signed grant agreement and complete onboarding documents to submit to FDEP prior to starting any work

\$200,000
Funds Expended: \$0.00

For any questions contact:

Hunter Potts

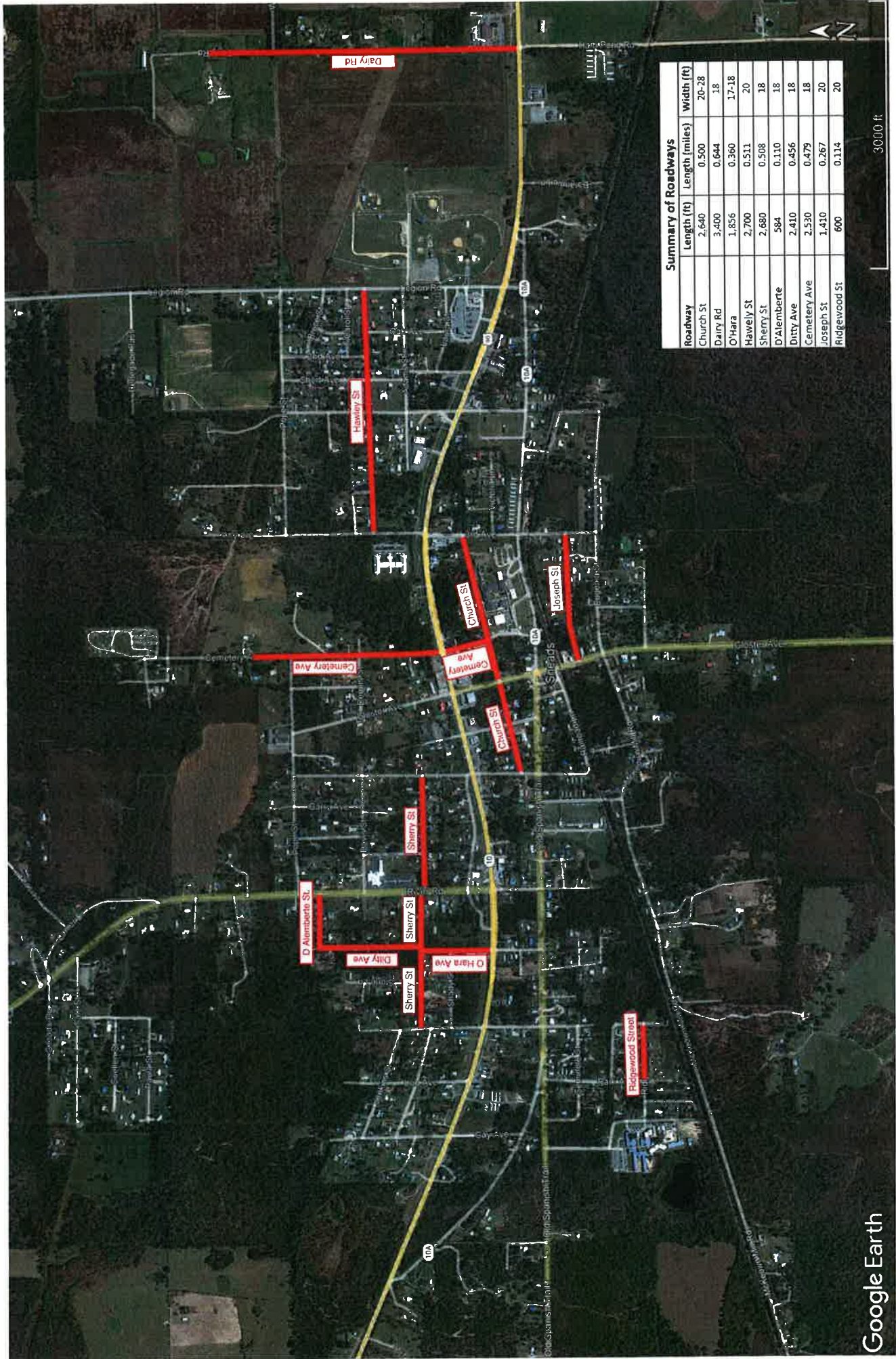
hunterpotts@melvineng.com

Phone (850) 482-3045

Mobile(850) 317-5357

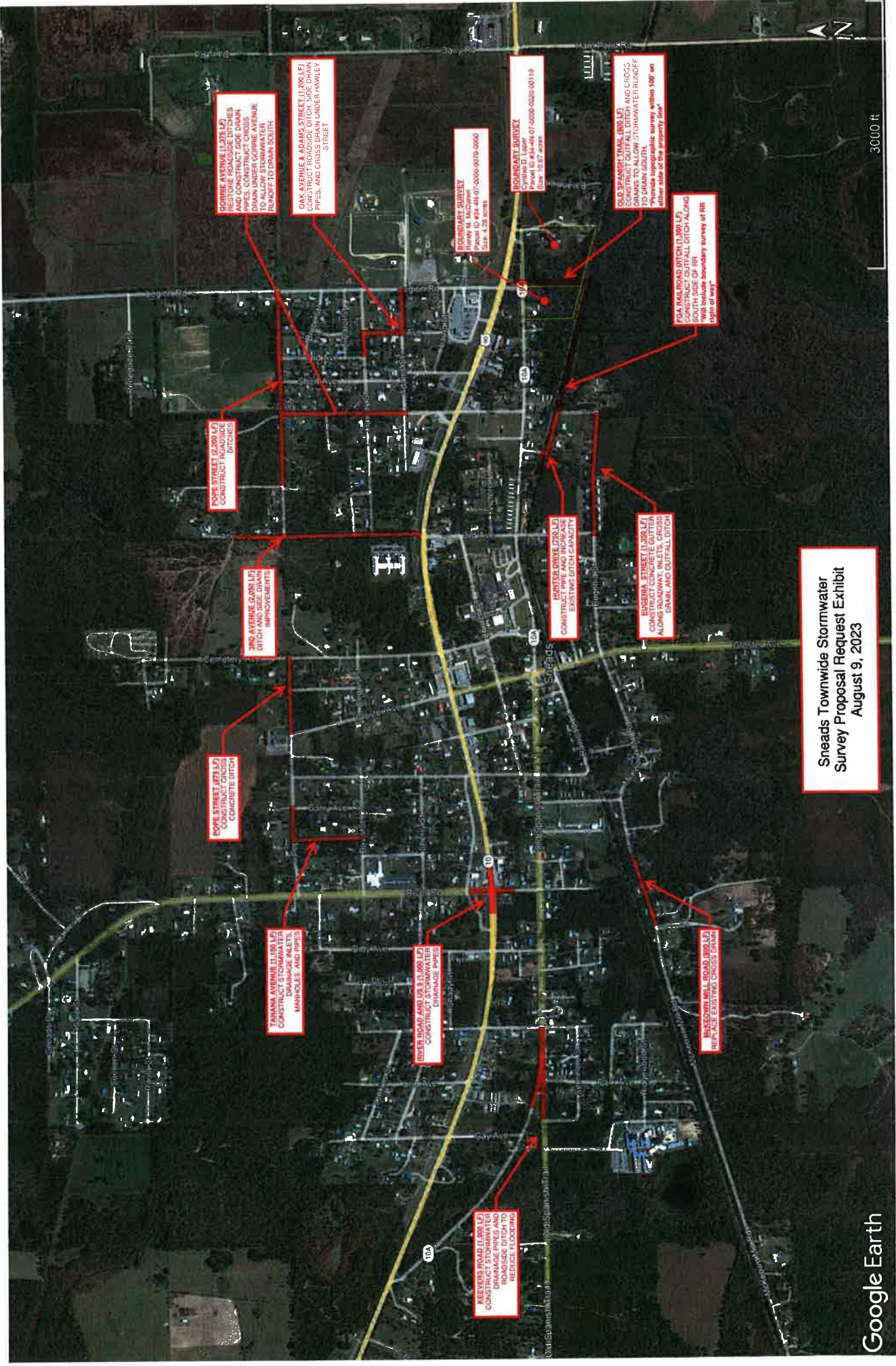
4428 Lafayette Street

Marianna, FL 32446



Summary of Roadways

Roadway	Length (ft)	Length (miles)	Width (ft)
Church St	2,640	0.500	20-28
Dairy Rd	3,400	0.644	18
O'Hara	1,856	0.360	17-18
Hawley St	2,700	0.511	20
Sherry St	2,680	0.508	18
D'Alemberte	584	0.110	18
Dairy Ave	2,410	0.456	18
Cemetery Ave	2,530	0.479	18
Joseph St	1,410	0.267	20
Ridgewood St	600	0.114	20



ROCKY AVENUE (0.75' LF)
CONSTRUCT SIDE DRAIN
PIPES, CONSTRUCT CROSS
DITCHES AND GUTTERS
TO ALLOW STORMWATER
RUNOFF TO DRAIN SOUTH

OAK AVENUE & ADAMS STREET (0.200' LF)
CONSTRUCT FROM CURB TO CURB
PIPES AND GROSS DRAIN UNDER WALKER
STREET

FOURTH AVENUE
PROJECT ID #24-44-07-0000-0010-0000
Size: 4.25 acres

POURCHASE AVENUE
PROJECT ID #24-44-07-0000-0011-0000
Size: 10.17 acres

OLD SPANISH TRAIL (0.100' LF)
CONSTRUCT OUTFALL DITCH AND CROSS
DITCH TO ALLOW STORMWATER RUNOFF
TO DRAIN SOUTH

FOA MILL ROAD DITCH (0.100' LF)
CONSTRUCT OUTFALL DITCH ALONG
SOUTH SIDE OF RR
"Will include boundary survey of RR
right of way"

POPE STREET (0.200' LF)
CONSTRUCT CROSS
DITCHES

3RD AVENUE (0.900' LF)
CONSTRUCT CROSS
DITCH AND SIDE DRAIN
IMPROVEMENTS

POPE STREET (0.100' LF)
CONSTRUCT CROSS
DITCHES

YANAMA AVENUE (1.500' LF)
CONSTRUCT STORMWATER
DRAINAGE INLETS,
MANHOLES AND PIPES

BUNKER ROAD AND US 3 (0.100' LF)
CONSTRUCT STORMWATER
DRAINAGE PIPES

BEVERLY ROAD (0.100' LF)
CONSTRUCT STORMWATER
DRAINAGE PIPES AND
MANHOLES TO
REDUCE FLOODING

HARTER DRIVE (0.250' LF)
CONSTRUCT PIPE AND INCREASE
EXISTING DITCH CAPACITY

BUCKNER STREET (0.200' LF)
CONSTRUCT CONCRETE GUTTER
ALONG ROADWAY, INLETS, CROSS
DRAIN, AND GUTTER DITCH

MACKINAW MILL ROAD (0.100' LF)
REPLACE EXISTING CROSS DRAIN

**Sneads Townwide Stormwater
Survey Proposal Request Exhibit
August 9, 2023**



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

PH (850) 593-6636 Fax (850)593-5079

Email: Sneadsmgr@sneadsfl.com

November 14, 2023

MEMO TO: Council President and Council Members

SUBJECT: Request for approval to purchase a new pump for Lift Station No. 8

Please look at the attached photographs of the pump that has been in LS #8, probably since around early 1980. It is a very important part of the LS to function and a new one is quoted on the proposal. We could have the old one repaired, at an estimated price of over \$7000 and have to wait up to six months before we would get it back. In the meantime we have a by-pass pump (rental) at the lift station so if something happens we can still move waste water.

I strongly recommend we authorize the purchase of the new pump for \$8662.40 and it can be installed in about a week to ten days as an emergency purchase.



ELMON LEE GARNER

TOWN MANAGER

CC: Scott Gosnell, WWTP



Hydra Service, Inc.
SPECIALIST IN FLUID MOVEMENT

HYDRA SERVICE, INC.

P.O. Box 365
 2104 Hwy. 160
 Warrior, AL 35180
 Phone: (205) 647-5326
 Fax: (205) 647-7449

Local Office:

**23304 McAuliffe Dr.
 Robertsdale, AL 36567
 Phone: (251) 947-5006
 Fax: (251) 947-5105
 Cell:**

Robertsdale Branch

TO: SNEADS FLORIDA

FROM: STEPHEN KICHLER

ATTN: SCOTT GOSNELL

DATE: November 13, 2023

FAX:

QUOTE:

REF: **LS#8 Pump**

WE ARE PLEASED TO OFFER THE FOLLOWING QUOTATION:

QTY	DESCRIPTION	NET PRICE	EXTENDED PRICE
1	XFP81E VX.1 PE125 230V 3PH 16.8HP	\$8,662.40	\$8,662.40
	FREIGHT INCLUDED IN STOCK ROBERTSDALE AL		

TOTAL PRICE: \$8,662.40

PLUS ANY FEDERAL, STATE OR LOCAL TAXES WHICH MAY APPLY. FREIGHT IS NOT INCLUDED, UNLESS OTHERWISE SPECIFIED. TERMS ARE NET 30 DAYS. PRICES ARE FIRM 30 DAYS. **"HYDRA SERVICE INC TERMS & CONDITIONS APPLY" PAYMENT TERMS NET 30 DAYS.** EST.DELIVERY: 1 WEEKS AFTER RECEIPT IN OUR OFFICE OF COMPLETE APPROVED SUBMITTAL DATA AND/OR SIGNED PROPOSAL. TIME OR MANNER THESE TERMS ARE INDEPENDENT OF, AND ARE NOT CONTINGENT UPON THE IN WHICH PURCHASER MAY RECEIVE PAYMENT FROM OTHERS. **ONE** DAY OF FACTORY START-UP IS INCLUDED AND REQUIRED FOR WARRANTY. PAYMENT FOR MATERIALS WILL BE REQUIRED BEFORE THE AUTHORIZED START-UP IS CONDUCTED.

REVIEWED BY HSI REPRESENTATIVE

DATE OF REVIEW

PURCHASER SIGNATURE

DATE ACCEPTED

ORDINANCE NO. 2023- 03

AN ORDINANCE OF THE TOWN OF SNEADS FLORIDA, AMENDING THE TOWN OF SNEADS COMPREHENSIVE PLAN BY AMENDING THE FUTURE LAND USE MAP (FLUM) PURSUANT TO THE SMALLSCALE AMENDMENT PROCEDURES OF THE LOCAL GOVERNMENT AND COMPREHENSIVE PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE TOWN OF SNEADS:

WHEREAS, Chapter 163, Florida Statutes, empowers the Town of Sneads to prepare and enforce comprehensive plans for the development of the Town; and

WHEREAS, the Local Government and Comprehensive Planning and Land Development Regulation Act, Sections 163.3161 - 163.3215, Florida Statutes, empowers and requires the Town of Sneads to (a) plan for the Town's future development and growth; (b) adopt and amend comprehensive plans, or elements or portions thereof, to guide the future growth and development of the Town ; (c) implement adopted and amended comprehensive plans by the adoption of appropriate land development regulations; and (d) establish, support and maintain administrative instruments and procedures to carry out the provisions and purposes of the Act; and

WHEREAS, on November 14, 2023, the Town of Sneads held a public hearing on an Ordinance concerning the small scale amendment to the Town of Sneads Comprehensive Plan, Future Land Use Map (FLUM); and

WHEREAS, the proposed amendment concerns less than 100 acres and does not result in a cumulative change in land use designation for more than 120 acres annually and does not include a change to the text of the Comprehensive Plan.

NOW, THEREFORE, BE IT ORDAINED:

Section 1. Purpose and Intent.

This Ordinance is hereby enacted to carry out the purpose and intent of, and exercise the set out in, the Local Government Comprehensive Planning and Land Development Regulation Act, Sections 163.3161 - 163.3215, Florida Statutes, as amended and complies with Section 163.3187, Florida Statutes.

Section 2. Amendment.

This Ordinance does hereby amend the Town of Sneads Comprehensive Plan, to change the Future Land Use Designation for the property identified by Jackson County Property Appraiser ID Number 27-4N-07-0000-0550-0000 from Commercial to Public Buildings and Grounds, ID Number 27-4N-07-0000-1420-0010 from Residential to Public Buildings and Grounds, 07-5S-02W-000-02637-100, and ID Number 28-4N-07-0000-1660-0010 from Residential, to Commercial.

Section 3. Applicability and Effect.

The applicability and effect of these amendments to the Town of Sneads

Comprehensive Plan shall be as provided in the Local Government Comprehensive Planning and Land Development and Regulation Act, Sections 163.3161 - 163.3215, Florida Statutes.

Section 4. Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason found invalid, unconstitutional or enforceable by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portion of the Ordinance.

Section 5. Repeal of Conflicting Ordinances.

All ordinances or parts of ordinances of the Code of Ordinances of the Town of Sneads, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

Section 6. Copy on File.

To make the Town of Sneads Comprehensive Plan available to the public, a certified copy of the enacting ordinance, as well as certified copies of the Sopchoppy Comprehensive Plan and this amendment thereto, shall be located in the Office of the City Clerk. Copies shall be made available to the public for a reasonable publication charge.

Section 7. Effective Date.

This Ordinance shall become effective as provided by law.

PASSED AND ADOPTED in open regular meeting this November 14, 2023, after public notice was provided as required by law.

THE Town of Sneads

By: _____
Mike Weeks, Council President

Attest: _____
Sherri Griffin, Municipal Clerk

Approved as to form:

Daniel H. Cox, Esq.

RESOLUTION #23-10

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA; AMENDING RESOLUTION #22-09 ADOPTED BY THE TOWN COUNCIL ON SEPTEMBER 28, 2022 ADOPTING A BUDGET FOR THE FISCAL YEAR 2022-2023 FOR THE TOWN OF SNEADS BY INCREASING THE AMOUNT BUDGETED TO THE GAS TAX FUND IN THE AMOUNT OF \$6,500.00, SUCH INCREASE SHALL BE FUNDED EXCESS FUNDS IN THE GAS TAX FUND. PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Sneads has heretofore, September 28, 2022 adopted Resolution #22-09 adopting a budget for the Town of Sneads, including the Gas Tax Fund for the fiscal year beginning October 1, 2022 and appropriating the same funds to various uses and purposes: and

WHEREAS, the Town Council has found and determined that it is necessary and in the best interest of the Town to amend such prior Resolution so as to increase the authorized expenditures for repairs and maintenance in the Gas Tax Fund.

WHEREAS, the Town Council has further found that such increases in expenditures can properly and adequately be funded from excess funds in the Gas Tax Fund.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA as follows:

SECTION 1. The provisions of Resolution #22-09 heretofore enacted by the Town Council on September 28, 2022, be amended so as to provide as follows:

A. The budgeted expenditures for repairs and maintenance in the Gas Tax Fund be increased by \$6,500.00.

SECTION 2. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED by the Town Council of the Town of Sneads, Florida, this 14 day of November, 2023.

APPROVED:

ATTEST:

MIKE WEEKS,
President, Town Council

SHERRI GRIFFIN
Town Clerk

RESOLUTION #23-11

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA; AMENDING RESOLUTION #22-09 ADOPTED BY THE TOWN COUNCIL ON SEPTEMBER 28, 2022 ADOPTING A BUDGET FOR THE FISCAL YEAR 2022-2023 FOR THE TOWN OF SNEADS BY INCREASING THE AMOUNT BUDGETED TO THE GENERAL FUND IN THE AMOUNT OF \$677,000.00, SUCH INCREASE SHALL BE FUNDED BY CARRYOVER FUNDS, ARPA FUNDS AND GRANT FUNDS RECEIVED 2022-2023 FISCAL YEAR. PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Sneads has heretofore, September 28, 2022 adopted Resolution #22-09 adopting a budget for the Town of Sneads, including the General Fund Operating Account for the fiscal year beginning October 1, 2022 and appropriating the same funds to various uses and purposes: and

WHEREAS, the Town Council has found and determined that is it necessary and in the best interest of the Town to amend such prior Resolution so as to increase the authorized expenditures for all departments.

WHEREAS, the Town Council has further found that such increases in expenditures can properly and adequately be funded from carryover funds, ARPA funds and Grant funds.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SNEADS, FLORIDA as follows:

SECTION 1. The provisions of Resolution #22-09 heretofore enacted by the Town Council on September 28, 2022, be amended so as to provide as follows:

- A. The budgeted expenditures for the Administrative Department, Police Department, Fire Department, Sanitation Department, Street Department, Health Department, Sneads Park and Transfer to Other Funds in the General Fund be increased by \$677,000.00.

SECTION 2. This Resolution shall become effective immediately upon its passage and adoption.

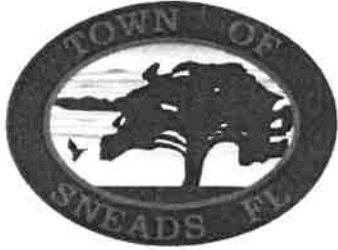
PASSED AND ADOPTED by the Town Council of the Town of Sneads, Florida, this 14 day of November, 2023.

APPROVED:

ATTEST:

MIKE WEEKS,
President, Town Council

SHERRI GRIFFIN
Town Clerk



Town of Sneads

PO Drawer 159

Sneads, Florida 32460

PH (850) 593-6636 Fax (850)593-5079

Email: Sneadsmgr@sneadsfl.com

November 9, 2023

MEMO TO: Council President and Councilmembers

SUBJECT: Town Manager's Report to Council – November 2023

1. I am including several items of interest to you in this packet regarding some updates, changes and recommendations that have been suggested. The first is some information from the Mobile Home Manufacturers reflecting the size of homes being sold. Our mobile home ordinance, as currently written, requires a mobile home to be 900 sq ft, which would require a large mobile home. A young couple purchasing a small, one bedroom home, has about 480 sq ft. It has been requested that we take a look at our requirements and see if we cannot reduce the size and requirement for two bathrooms. Town Attorney will have more information on this matter. We also have the revised MOU with the Sheriff's Dept regarding dispatching that was negotiated by the Town Attorney and me, along with the SO department. We will also have an update on some of our grants from Hunter Potts from DHM. I have included some progress reports and requests for Time Extension Requests for your information also.
2. We have the final reading on Ordinance 2023-03 regarding sale of alcohol distance requirements, along with a couple of resolutions for budget amendment for year end.
3. I am sure all of you know Dennis McDaniel quit at the WWTP. We are fortunate to be able to obtain the employment of David Herndon soon to replace him, who is double certified in water and wastewater. I am awaiting a start date for David. In the meantime, he is covering us for water coverage as required by DEP and Blake Fitzimmons is covering for WWTP.
4. We are under a burn prohibition at this time due to dry conditions and since the county made a resolution, we do not need to do one, as their resolution is county-wide.
5. We have advertised for building renovations to G'LEA's Salon and Spa at 8034 Old Spanish Trail as part of one of our grants with bids being due on December 5th. We have also advertised for building demolition for the structures on Gloster Ave with bids also due on December 5th.
6. The Town has received an invitation from Grand Ridge to participate in their Christmas Parade on December 6th at 4 PM, if any of you are interested. I have the application forms that need to be completed.
7. As part of the process for attempting to obtain the forty-five plus acres of land from the State at the sports complex, they requested a boundary survey be completed. This survey has been done

and I am waiting for a copy to send to the State to go along with our local bill that our State Delegation is going to file on behalf of the Town.

8. I will discuss your request for my retirement/resignation during my report to council at the meeting.



ELMON LEE GARNER

TOWN MANAGER

Cc: Town Clerk, Deputy Clerk, Town Attorney



Sneads Police Department

CONTACT

Chief Tyler Weeks
Phone: (850) 593-6403
Fax: (850) 593-6339

Monthly Report 10/11-11/14

- Traffic Stops-98
- Arrest-9
- Animal Complaints-9
- Traffic Crash-3
- Juvenile-1
- DUI-1
- Assist Other Agency-24

Over the past month a total of 9 arrests were made, the arrests resulted in 22 separate charges, 13 Misdemeanors and 9 Felonies. Everyone at the department has pitched in as a team and has done a great job at working together to make our community safer. I would like to specifically recognize Officer Harrell for his work. On 10/31/23 Officer Harrell responded to the area of Ham Pond Road in reference to a burglary in progress. Upon arrival, Officer Harrell spotted a vehicle leaving the address which he was responding to. Officer Harrell

attempted to make contact with the vehicle when the driver suddenly took off fleeing South bound on Ham Pond Road. The Officer pursued the vehicle before the driver turned down a driveway, wrecking the vehicle into a gate and tree causing property damage. The subject then refused all lawful orders and began to resist the Officer with violence. Officer Harrell was able to deploy his Taser which was effective in subduing the subject and taking him into custody. During the investigation it was determined that Derusha Cole made his way into a residence using force and causing damage. While inside the residence he found the victim's keys and stole her vehicle. Meanwhile, the victim and her children were hiding in another room inside the residence on the phone with 911. After running the subject's information through dispatch it was discovered that he had multiple Felony warrants out of Bay County. Officer Harrells actions taken this night shows his professionalism and dedication to this community.

I would also like to thank Warden Maddox and the ACI K-9 tracking team for assisting us in apprehending a wanted Felony Fugitive. After an Officer had a subject flee from them on foot, Officers set up a perimeter and waited for the tracking team to arrive. Within minutes of the dogs being on the ground the subject was located and taken into custody without further incident. I am proud of the positive working relationship we share with this agency.

Tyler Weeks

Chief of Police

Sneads Police Department