

**CITY OF WEWAHITCHKA  
BOARD OF CITY COMMISSIONERS  
Senior/Community Building  
REGULAR MEETING  
April 30, 2026  
6:00 PM**

The City Commission met on this date April 30, 2026 at 6:00 P.M. at the Wewahitchka Senior/Community Building, 314 N. 3rd St, Wewahitchka, Florida. **Mayor Gaskin** called the meeting to order, asked **Bro. Derrick Gerber** to lead a prayer, and everyone said the Pledge of Allegiance.

**Attendance**

Mayor Phillip Gaskin  
Commissioner Charlie Pettis  
Commissioner Johnny Paul  
Commissioner Brian Cox

**Public**

Mary Jones  
Theresa Howard  
Lynn Lanier  
Derrick Gerber  
GC Commissioner Spike McLemore

**City Attorney**

Michelle Jordan

**City Superintendent**

Chipper Wade

**City Parks & Rec Director**

David Paul

**City Clerk**

Rachel Jackson

**City Finance Director**

Brittney Proctor (*via video conf*)

**City Finance Clerk**

Misty Robbins

**City Utility Billing Clerk**

Jennifer Wright

**City Engineers-SCE**

Jack Husband

**Approval of Agenda**

**Commissioner Cox** made a motion to approve the agenda **Commissioner Paul** seconded the motion. Motion carried 4-0.

**Approval of Minutes**

After review, **Commissioner Paul** made a motion to approve Regular Meeting 3.26.26. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

**Agenda Items**

- 1. Public Hearing – Florida Small Cities Community Development Block Grant (CDBG) program FFY 2025\*\* - City Engineer Jack Husband** discussed the Florida Small Cities CDBG grant program and eligible projects such as auto read water meters. **Engineer Husband** stated the applications are due on May 20, 2026 and we will need to hold an additional public hearing to allow for any public comments/questions, prior to submitting the application.

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Following discussion, **Commissioner Paul** made a motion to advertise for and hold another public hearing and proceed with the application for the Florida Small Cities Community Development Block Grant program FFY 2025. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

- 2. RFP 2026-0211** – Professional Audit Services – **City Clerk Rachel Jackson** discussed the criteria evaluation and scores for RFP 2026-0211 and stated after evaluating the proposals within the office we recommend accepting Powell & Jones.

Following discussion, **Commissioner Pettis** made a motion to accept Powell & Jones auditing services proposal and continue service with Powell & Jones. **Commissioner Paul** seconded the motion. Motion carried 4-0.

- 3. Ord 2026-1236L** – Wards III & IV Election (Final Reading) – City Clerk Rachel Jackson stated this is the final reading of Ordinance 2026-1236L Wards III & IV Election and discussed the qualifying dates of June 8-12, 2026 and if an election is necessary it will be held with the general elections on August 18, 2026. Mayor Gaskin asked City Clerk Rachel Jackson to read the ordinance by title.

**City Clerk Rachel Jackson** read:

**Ordinance 2036L**

**AN ORDINANCE OF THE CITY OF WEWAHITCHKA PROVIDING FOR A CITY ELECTION, PROVIDING FOR QUALIFYING DATES AND A QUALIFYING FEE, DESIGNATING POLLING PLACE(S), AUTHORIZING THE APPOINTMENT OF ELECTION OFFICERS, STATING WHO MAY VOTE, PROVIDING FOR VOTE BY MAIL BALLOTS, PROVIDING FOR THE APPOINTMENT OF A CANVASSING BOARD AND PROVIDING FOR AN EFFECTIVE DATE.**

Following reading, **Commissioner Cox** made a motion to approve Ordinance 2026-1236L Wards III & IV Election. **Commissioner Paul** seconded the motion. Motion carried 4-0.

- 4. Ord 2026-1237L** – Trespass Warrants-City Owned Property (Final reading)  
Mayor Gaskin asked **City Clerk Rachel Jackson** to read the ordinance by title.

**City Clerk Rachel Jackson** read:

**Ordinance 2023-1237L**

**AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WEWAHITCHKA, FLORIDA, AUTHORIZING THE CITY MANAGER AND/OR THE MAYOR TO ISSUE TRESPASS WARNINGS ON CITYOWNED PROPERTY, INCLUDING RECREATIONAL FACILITIES; DESIGNATING THE GULF COUNTY SHERIFF'S OFFICE AS THE NOTIFYING AUTHORITY; ESTABLISHING AN APPEAL PROCEDURE TO THE CITY COMMISSION; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.**

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Following reading, **Commissioner Paul** made a motion to approve Ordinance 2023-1237L – Trespass Warrants-City Owned Property. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

**Public Recognition**

**Mary Jones – Friends of the Wewahitchka Library** – stated they need to raise money in order to provide programs and requested permission to hold a car show as a fund raising event at the library property. **Mrs. Jones** stated the event will be held October 10, 2026 from 9:00am-1:00pm.

Following discussion, **Commissioner Paul** made a motion granting permission for a car show to be held at the library property. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

**Approval of Bills**

1. **Fisher’s Building Supply** – Moved to regular bills in **Commissioner Fisher’s** absence.
2. **Charlie Pettis Pest Services** – Following review, **Commissioner Paul** made a motion to approve Charlie Pettis Pest Services bill (\$90.00) **Commissioner Cox** seconded the motion. Motion carried 3-0, with **Commissioner Pettis** abstaining due to conflict of interest.
3. **Wewa Outdoors** – Following review, **Commissioner Cox** made a motion to approve Wewa Outdoors bills (\$760.92) **Commissioner Pettis** seconded the motion. Motion carried 3-0, with **Commissioner Paul** abstaining due to conflict of interest.
4. **Regular Bills** – Following review and discussion, **Commissioner Cox** made a motion to approve payment of the regular bills (\$306,720.12), re-occurring bills (\$86,403.47), additional bills (\$1,416.96) **Commissioner Pettis** seconded the motion. Motion carried 4-0.

**Old Business/Open Items**

1. **Monthly Budget Update** – **City Finance Director Brittney** stated that everything is looking good so far, she stated that she, **City Finance Clerk Misty Robbins**, and **City Manager Michael Gortman** would be meeting soon to be sure everything is categorized properly prior to the budget workshops. She also stated that the water tap expenses were over budget, however the water tap revenue was also above budget which goes hand in hand.
2. **Delinquent Utility Bills** – **Mayor Gaskin** stated that it looked like everything was within the 1-30 days. **City Clerk Rachel Jackson** stated most of the list consisted of extensions that would be paid by the May 3<sup>rd</sup>.

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3. **Extension List – None**
4. **Bad Debts** (*Reminder for: Dec 2026 – Jan 2027*) – **None**
5. **Water Losses – City Superintendent Chipper Wade** stated they are working on them
6. **SEWER INFILTRATION AND INFLOW – City Superintendent Chipper Wade** stated they haven't worked on that in a while, but haven't needed to because most issues were being resolved from the work being done on the grant projects.
7. **Ray Dickens Fish Fry for the Sr. Citizens (October 3, 2026) – None**
8. **Overtime Report broken down by pay periods – None**
9. **Employee Water/Sewer License Testing**
  - Blake Gilmore – Water – **Mayor Gaskin** stated Blake's working on his water
10. **Senior Building – City Parks & Rec Director** stated they have some work to do after baseball season
11. **Cemetery Committee & Buckhorn Decorative Fencing – Mayor Gaskin** discussed the material pricing estimates:
  - Ace Hardware - \$8,782.44
  - Tatum's Hardware - \$9,089.00
  - Fisher's Building Supply – no pricing available
  - Trusses – \$2,700.00, concrete estimated between \$4,500 – \$6,500.

The board agreed to purchase materials from Ace Hardware out of cemetery funds. **Mayor Gaskin** told **Gulf County Commissioner Husband** to let the City know a few days ahead of the start of the project and we'll have the material on site. **Gulf County Commissioner Husband** stated he would call Mr. Raymond Monday morning to get things moving forward.

**Mayor Gaskin** asked **Commissioner Cox** if he had something to discuss about the decorative fencing. **Commissioner Cox** stated he would like to build block columns with bricks with fencing between the columns and leave some openings for the roads, we need to look at spacing and measure it to get all brick ordered at one time. **City Engineer Jack Husband** stated he will print arial for **Commissioner Cox** to mark up for layout.

### Other Comments

**City Attorney Michelle Jordan** – None

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**City Superintendent Chipper Wade** – None

**City Parks & Rec Director David Paul** – None

**Senior Program Board Member Theresa Howard** – provided updates about donations, supplies and attendance, in **Mrs. Renece Gainer's** absence, and discussed the upcoming Fish Fry Fundraiser to be held on May 8<sup>th</sup> at Lake Alice starting at 10:30.

**Gulf County Sheriff Mike Harrison** – None

**City Engineer Jack Husband** – Presented and discussed Waste Water Repair project (M0118) Extreme Land Clearing Pay Application 4 – \$464,050.83.

Following discussion, **Commissioner Cox** made a motion to approve payment of Extreme Land Clearing Pay Application 4 \$464,050.83. **Commissioner Paul** seconded the motion. Motion carried 4-0.

**Engineer Husband** presented and discussed 850 Construction's pay application 7- \$44,001.63 and 850 Construction's final pay application 8 for retainage -\$74,614.16 on the water line project (M0018)

Following discussion, Commissioner Pettis made a motion to approve 850 Construction's pay application 7 (\$44,001.63) and final pay application 8 (\$74,614.16)– Paul 4-0.

**Engineer Husband** provided an update on the Storm Sewer project (M0163) stating they will be mobilizing next week and starting work the following week, they will begin with the tree at Henry Ave & Chipola Ave.

**City Finance Director Brittney Proctor** - None

**City Finance Clerk Misty Robbins** – None

**City Clerk Rachel Jackson** – provided updates on the Senior Program stating that we have to get a permit from the Department of Health, the application has been submitted for and we are waiting to hear back about it. **Mrs. Renece** will need to obtain an additional certification as a Certified Food Manager the course will be available in Panama in July for her to attend.

Provided updates about the close outs on the appropriations grant for the fire truck and on the VFD Forestry grant, and provided updates about the reimbursement that is being held by FDEM.

**Gulf County Commissioner Jack Husband** explained that we have been in contact with Congressman's Dunn's office but haven't heard anything back. He will try to contact Senator Scott's office.

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**Mayor/Commissioners' Comments**

**GC Commissioner Jack Husband** – Discussed the road list for road bond funds Rhodes Dr, Pine Ave, Harden Cir, 6<sup>th</sup> Street, Court Ave, Whaley Dr, Sesame St., and half of Old Dairy Farm Rd. That totals up to a little more than half of the money. If the board agrees we are also going to add Cox Landing Rd. The board agreed to adding Cox Landing Rd.

**GC Commissioner Jack Husband** stated there was good news about the work camp in Howard Creek, it is going to be opening up within the next 2 years and once it's opened inmate work crews should be available again and we have been promised 10 inmates per van.

**Mayor Gaskin** thanked **GC Commissioner McLemore** and **GC Commissioner Husband** for getting sand at Lake Alice Park and stated the county and city employees did a great job and it looks really good.

**Mayor Gaskin** said we would like to get sand around the boat ramp later. **Commissioner McLemore** said we will discuss it.

**GC Commissioner McLemore** – None

**Commissioner Cox** – None

**Commissioner Paul**- stated **City Manager Michael Gortman** called him earlier about the property by TL James, he spoke to the lady who we approved the land conservation support letter for. She wouldn't give him direct contact information to Ingka, the owners, but she said she would reach out to them and give them his contact information, so maybe we can get something going on the west side of TL James.

**Commissioner Pettis** – stated the parks and playground looks good

**Adjournment**

**Commissioner Paul** made a motion to adjourn 6:55 pm. **Commissioner Pettis** seconded the motion. Motion carried 4-0.

CITY OF WEWAHITCHKA

By Phillip Gaskin (Mayor/Pro Tem)

ATTEST:

Rachel Jackson  
Rachel Jackson, City Clerk

