



# CITY OF CALLAWAY, FLORIDA

CITY HALL

6601 East Highway 22, Callaway, FL 32404

Phone 850-871-6000 • FAX 850-871-2444

www.cityofcallaway.com

Mayor  
Bob Pelletier

Commissioners  
Melba Covey  
Pamn Henderson  
Ron Fairbanks  
Joe Townsend

## REGULAR MEETING

CITY OF CALLAWAY BOARD OF COMMISSIONERS

TUESDAY, SEPTEMBER 27, 2016 – 6:00 P.M.

CALLAWAY ARTS & CONFERENCE CENTER

500 CALLAWAY PARK WAY

CALLAWAY, FL 32404

## AGENDA

### CALL TO ORDER

### INVOCATION & PLEDGE OF ALLEGIANCE

### ROLL CALL

### PRESENTATIONS / PROCLAMATIONS

- **Presentation** Employee of the Month Missy Ellis
- **Presentation** 15 Year Service Plaque Lt. Benjamin Sheffield
- **Presentation** Yard of the Month Mr. & Mrs. James Brown, 7320 Rodgers Drive
- **Presentation** CDBG Application for FY2016 Dennis Dingman, Summit Professional Services, Inc.
- **Presentation** Code Enforcement Board Tony Mullinax, Chairman
- **Presentation** Bay County Sheriff's Office Capt. Michael Branning

### MAYOR'S COMMENTS

Call for Additions/Deletions, and any items to be pulled from Consent Agenda for discussion.  
Remind everyone, elected officials and citizens, to speak directly into microphones.

### PUBLIC PARTICIPATION

- Citizens must complete a Public Participation form prior to the meeting and submit it to the City Clerk to be called and recognized at the podium.
- Speakers must come to the podium to be heard.
- Public Participation will be heard at the beginning of the meeting only.
- Comments are limited to three (3) minutes.

### APPROVAL OF MINUTES

- **August 22, 2016** Budget & Regular Workshop
- **August 23, 2016** Regular Meeting
- **Sept. 13, 2016** 1<sup>st</sup> Budget Hearing
- **Sept. 13, 2016** Special Meeting

### CONSENT AGENDA

- Item # 1 Financial Update** – “Budget-in-Brief” – City Manager
- Item # 2 Budget Transfer** – Unemployment Payout & Overtime - City Manager
- Item # 3 Board Appointments** – Planning and Code Enforcement – City Manager & City Clerk
- Item # 4 Planning Board** – Appointment of Vice-Chair – City Manager & City Clerk
- Item # 5 FDOT Traffic Signal Maintenance Agreement** – City Manager & Public Works Director

- Item # 6 Synovia Solutions Agreement – City Manager & Director of Public Works
- Item # 7 Sentinel Point Development Order – City Manager

**REGULAR AGENDA**

- Item # 8 Resolution No. 16-21 Purchasing Policy & Procedure Manual – City Manager
- Item # 9 Resolution No. 16-27 Setting FY2016/17 Meeting & Holiday Schedule – City Manager
- Item #10 Resolution No. 16-28 FDOT Subordination of Interest in Parcel 101.2 – City Manager
- Item #11 Resolution No. 16-29 FDOT Subordination of Interest in Parcel 102.2 – City Manager
- Item #12 Resolution No. 16-30 FDOT Subordination of Interest in Parcel 103.4 – City Manager
- Item #13 Resolution No. 16-31 Recreational Facility Fee Changes – City Manager
- Item #14 Bookkeeper Job Description – City Manager
- Item #15 Commission FRS – City Manager & City Attorney
- Item #16 Updated Master Plan for Bridge Harbor – City Manager
- Item #17 Garbage Hauler Information – 3-year Process – City Manager & City Attorney

**COMMISSION COMMENTS**

**ANNOUNCEMENTS**

All meetings will be held at the Callaway Arts & Conference Center, 500 Callaway Park Way, Callaway, FL, unless otherwise noted.

- Sept. 30 – Oct. 1 Bay County Waste Amnesty Days
- October 24, 2016 6:00 P.M. Regular Workshop
- October 25, 2016 6:00 P.M. Regular Meeting
- October 27, 2016 6:00 P.M. Code Enforcement Board

**ADJOURNMENT**



Janice L. Peters, MMC  
City Clerk

**Public Participation for the Regular Commission Agenda items will be held at the Workshop Meeting on the day prior to the Regular Commission Meeting.** Comments are limited to three (3) minutes at the Workshop Meeting and for Public Participation at the beginning of the Regular Commission Meeting.

Providing public input is important. It can be accomplished by calling, emailing, making an appointment with your Commissioner, or speaking at a public meeting. Public Participation will be at the beginning of the meeting and is limited to three (3) minutes.

If a person decides to appeal any decision made by the City Commission with respect to any matter considered at the meeting, if an appeal is available, such person will need a record of the proceeding and such person may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact Callaway’s City Clerk, at 6601 E. Highway 22, Callaway, FL 32404; or by phone at (850) 871-6000 at least five calendar days prior to the meeting.

If you are hearing or speech impaired, and you possess TDD equipment, you may contact the City Clerk using the Florida Dual Party Relay System, which can be reached at 1-800-955-8770 (Voice) or 1-800-955-7661 (TDD).

*“This institution is an equal opportunity provider and employer.”*