



# 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  
Pam Henderson  
Ron Fairbanks  
Joe Townsend

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## REGULAR MEETING

CITY OF CALLAWAY BOARD OF COMMISSIONERS  
TUESDAY, OCTOBER 25, 2016 – 6:00 P.M.  
CALLAWAY ARTS & CONFERENCE CENTER  
500 CALLAWAY PARK WAY  
CALLAWAY, FL 32404

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### AGENDA

#### CALL TO ORDER

#### INVOCATION & PLEDGE OF ALLEGIANCE

#### ROLL CALL

#### PRESENTATIONS / PROCLAMATIONS

- **Presentation** Employee of the Month Tarrell Phillips
- **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

- **Aug. 22, 2016** Budget Workshop
- **Sept. 22, 2016** Budget Workshop
- **Sept. 26, 2016** Regular Workshop
- **Sept. 27, 2016** Final Budget Hearing
- **Sept. 27, 2016** Regular Meeting

#### CONSENT AGENDA

**Item # 1 Financial Update** – “Budget-in-Brief” – City Manager

**Item # 2 Board Appointments** – Sports & Recreation Committee – City Manager & City Clerk

#### OLD BUSINESS

**Item # 3 CDBG Fair Housing Public Information** – Discussion of Fair Housing Rights  
Dennis Dingman, Summit Professional Services, Inc.

**PUBLIC HEARING(S)**

**Item # 4 1<sup>st</sup> Public Hearing for FFY2016 CDBG Application Cycle - Dennis Dingman, Summit Professional Services, Inc.**

**REGULAR AGENDA**

- Item # 5 Resolution No. 16-21 Purchasing Policy & Procedure Manual – City Manager**
- Item # 6 Resolution No. 16-32 FDOT Temporary Easements – City Manager**
- Item # 7 Amended Job Descriptions/Budget Revision – City Manager**
- Item # 8 Code Enforcement Fines/Penalties – City Manager**
- Item # 9 Half Cent Sales Surtax Discussion – Commissioner**
- Item #10 Discussion of Policy – Salary Increases following Certification – Commissioner Covey**
- Item #11 Charter Review Committee – Consideration of Appointment – Commissioner Covey**

**COMMISSION COMMENTS**

**ANNOUNCEMENTS**

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

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|--------------------|--------------------------------|---------------------|
| • Oct. 27, 2016    | Code Enforcement Board         | 6:00 P.M.           |
| • Nov. 11, 2016    | Veteran’s Day Holiday & Parade | City Offices Closed |
| • Nov. 14, 2016    | Regular Workshop               | 10:00 A.M.          |
| • Nov. 15, 2016    | Regular Meeting                | 6:00 P.M.           |
| • Nov. 24-25, 2016 | Thanksgiving Holiday           | City Offices Closed |

**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.”***