CITY OF CALLAWAY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
JUNE 10, 2025– 6:00 P.M.

The City of Callaway Commission met in a Regular Session on June 10, 2025. In attendance were Pamn Henderson, Mayor, David Griggs, Mayor Pro tem, and Commissioners, Scott Davis, Bob Pelletier, and Kenneth Ayers. Also in attendance were Kevin Obos, City Attorney; Ashley Robyck, City Clerk; David Schultz, Director of Finance; Brent Clayton, Leisure Services Foreman; and David Joyner, Fire Chief.

The meeting was called to order by Mayor Henderson, followed by Invocation, the Pledge of Allegiance and roll call.

Deputy Kip McKenzie reviewed the BCSO statistics for the month of May.

Mayor Henderson presented the Yard of the Month to Jerry & Linda Weeks of 314 Cardiff Court.

Mayor Henderson called for any additions or deletions to the agenda.

City Manager Cook asked to add item #7, SBA Tower Agreement for the FlexNet System.

Motion:
Motion made by Commissioner Ayers and seconded by Commissioner Griggs to add Item #7-SBA Tower Agreement. Motion carried unanimously.

APPROVAL OF MINUTES

May 27, 2025 Regular Meeting

Motion:
Motion made by Commissioner Davis and seconded by Commissioner Griggs to approve the minutes of May 27, 2025 as amended. Motion carried unanimously.

REGULAR AGENDA

Resolution 25-09 FDOT LAP Agreement- Lake Drive Sidewalk Project:

City Attorney Obos read the resolution as follows:

RESOLUTION 25-09
A RESOLUTION OF THE CITY OF CALLAWAY, FLORIDA, APPROVING A LOCAL AGENCY PROGRAM AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR SIDEWALK IMPROVEMENTS; AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

City Manager Cook advised that FDOT through it's LAP program, has awarded the City $173,000 in Federal Grants for sidewalks. The City intends to apply these funds to the design of Lake Drive Sidewalks. He also advised that this will be 100% funded grant and will not cost the city anything.

Commissioner Davis asked where this sidewalk is going. City Manager Cook advised that it will go from Tyndall Parkway to Berthe Avenue.

Commissioner Griggs asked if this would be on the south side. City Manager Cook and City Clerk Robyck confirmed.

Mayor Henderson for public participation; there was none.

Motion:
Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve Resolution 25-09- LAP Agreement- Lake Drive Sidewalk Project. The motion carried unanimously upon roll-call vote.

Development Order Extension- Carlisle Baptist Church

City Manager Cook advised that the development order will expire on July 14, 2025 and the developer is requesting a two-year extension. He also advised that staff has reviewed and recommends approval.

Mayor Henderson for public participation; there was none.

Motion:
Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve the Development Order Extension for Carlisle Baptist Church. The motion carried unanimously.

Budget Transfer – Fire Department AC Evaporation Coils

City Manager Cook advised that a quote is attached for replacement of two air conditioning evaporation coils on the fire side of the Public Safety Building in the amount of $17,744.30. He advised that we would transfer unused budget funds from the Community Center budget to cover the cost.

Commissioner Pelletier asked about the warranty. Chief Joyner advised that it is a 1 year bumper to bumper/10 year parts warranty. Commissioner Pelletier advised that should be included in the contract. Discussion ensued.

Chief Joyner advised that this is not just to do the evap coils, this is for the whole unit and gave information regarding the issues currently with the AC units.

Commissioner Davis commented that he believes as a city we should prepare over the next few years and asked if the units could be relocated. City Manager Cook addressed.

Commissioner Griggs advised he had concerns about the cost and if we are getting a better cost doing two. City Manager Cook addressed.

Mayor Henderson for public participation; there was none.

Motion:
Motion made by Commissioner Pelletier and seconded by Commissioner Ayers to approve the Budget Transfer for the Fire Department Evaporation Coils contingent on warranty information being included. The motion carried unanimously.

Task Order Change Order #1- Sandy Creek Sewer

City Manager Cook advised that due to several redraws of the project due to property owner conflicts, the engineering portion of the project has maxed out. This will shift additional money from construction to engineering.

Mayor Henderson advised that this is completely grant funded. City Manager Cook confirmed.

Commissioner Pelletier asked about the size of the easements in this area and will this happen again. City Attorney Obos addressed. Discussion ensued.

Commissioner Griggs asked if we would be cutting up the roads due to this. City Manager Cook addressed.

Mayor Henderson for public participation; there was none.

Motion:
Motion made by Commissioner Griggs and seconded by Commissioner Pelletier to approve the Task Order Change Order for Sandy Creek engineering contingent on state approval. The motion carried unanimously.

Change Order- Cherry Street Engineering

City Manager Cook advised that due to the number of revisions and changes from utilities on the project, the engineer has run out of contract funds. The additional funds will be time and materials only to be paid from the ½ Cent Infrastructure fund and the engineer has been working without reimbursement for several months now. An update to the Cherry Street project was also given.

Mayor Henderson asked if TECO and AT&T are the only utilities left to do anything. City Manager Cook confirmed.

Commissioner Pelletier asked if this will be the end of it concerning engineering and what about CEI. City Manager Cook addressed.

Commissioner Davis asked about the B.E. options and have the engineers proposed any yet. City Manager Cook advised that is what they are working on this week.

Mayor Henderson asked for public participation; there was none.

Motion:
Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve the Change Order for Cherry Street Engineering. The motion carried 4-1 with Commissioner Pelletier voting in opposition.

SBA Tower Agreement – FlexNet System

City Manager Cook advised that this is the contract to install the FlexNet system on the SBA tower at the Callaway Transfer Station. This has been reviewed by the City Attorney and installation is expected at the end of June. He also advised that there will be a monopole in the Sandy Creek area.

Commissioner Ayers asked which tower this is going on. City Manager Cook addressed.

Mayor Henderson asked how long it will take to install and how long until we will be able to use the system. City Manager Cook addressed.

Commissioner Pelletier asked about the implementation and training staff as well as if there will be staff eliminations. City Manager Cook addressed. Discussion ensued.

Commissioner Griggs commented on the ability to have a shorter time between getting reads and billing. Discussion ensued.

Mayor Henderson asked for public participation; there was none.

Motion:
Motion made by Commissioner Ayers and seconded by Commissioner Pelletier to approve the agreement with SBA Towers for the FlexNet System The motion carried unanimously.

COMMISSION/STAFF COMMENTS – The following were points of discussion:

Pamn Henderson, Mayor
- TPO Meeting and Project Priorities
- Progress at Tyndall AFB
- First Friday
- League of Cities meeting

Scott Davis, Commissioner, Ward I
- Beacon Point project update
- Fence along Callaway Park Way

David Griggs, Commissioner, Ward II
- Solid waste bid

Kenneth Ayers Jr, Commissioner Ward IV
- Events attended
- Governor's visit

Kevin Obos, City Attorney
- Continuous Contracts for small paving projects

Eddie Cook, City Manager
- Boat Race Road update
- Roundabout project update
- Beacon Point update
- Hugh Thomas Drive update
- Lift Stations project update
- Cemetery Fencing project update

ANNOUNCEMENTS

Mayor Henderson read the announcements as follows:

- **June 17, 2025 Planning Board Meeting (Potential) 6:00 p.m.**
- **June 19, 2025 Historical Society Meeting 5:30 p.m.**
- **June 24, 2025 Commission Meeting 6:00 p.m.**

PUBLIC PARTICIPATION

Anna Pelletier, 7724 Shadow Bay Drive, thanked the Mayor and Commissioners that keep their comments local to Callaway and keep their seats politically neutral.

Anonymous, commented on issues with solicitors in the area lately, specifically the company Ridd, and whether permits can be blocked or revoked, also commented on the issue with Lionfish in our waters.

Ron Shaner 5711 Kevin Cir commented on the solid waste issue and is concerned about the trash left over.

Jeffery Carnahan, 7752 Shadow Bay Drive, commented on an issue with the sprinklers on Tyndall Parkway where the rehabilitation was just done, and the construction area in the Beacon Point Plaza next to Subway.

Teresa Langston, 6031 Lance Street, commented on the solid waste bid, and addressed a previous comment about Commissioner Pelletier and his wife rallying citizens against Commission Ayers and advised that she is the one who called the meeting, gave information about her intent with her group and reasons why citizens do not attend meetings.

Anna Pelletier also asked if the City is prepared for Hurricane Season. City Manager Cook addressed.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:47 p.m.

Attest: ______________________________ ______________________________

Ashley Robyck, City Clerk Pamn Henderson, Mayor