

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
AUGUST 12, 2025– 6:00 P.M.**

The City of Callaway Commission met in a Regular Session on August 12, 2025. In attendance were Pam Henderson, Mayor, David Griggs, Mayor Pro tem, and Commissioners, Scott Davis, Bob Pelletier, and Kenneth Ayers. Also in attendance were Eddie Cook, City Manager; Kevin Obos, City Attorney; Ashley Robyck, City Clerk; David Schultz, Director of Finance; Tim Legare, Director of Leisure Services; Lisa Mayo, Director of Utility Billing; 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 stats for July.

Dr. Jessica Graham gave a presentation about the St. Andrews & St Joe Bays Estuary Program.

APPROVAL OF MINUTES

July 22, 2025	Regular Meeting
July 29, 2025	Budget Workshop
August 5, 2025	Budget Workshop

Motion:

Motion made by Commissioner Davis and seconded by Commissioner Pelletier/Griggs to approve the minutes of July 22, 2025, July 29, 2025, & August 5, 2025. Motion carried unanimously.

PUBLIC HEARING

Ordinance 1123- Rezoning 1062 N. Tyndall Pkwy

City Attorney Obos read the Ordinance as follows:

AN ORDINANCE REZONING FROM COMMERCIAL AND AGRICULTURAL TO SERVICE COMMERCIAL THAT CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONTAINING APPROXIMATELY 2.066 ACRES; LOCATED AT 1062 NORTH TYNDALL PARKWAY; PARCEL ID 06018-115-000; ALL AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT IMMEDIATELY UPON ITS PASSAGE.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Pelletier to approve the Final Reading of Ordinance 1123. The motion carried unanimously upon roll-call vote.

REGULAR AGENDA

Ordinance 1122- No Commercial Trucks on Certain Residential Streets

City Attorney Obos read the Ordinance as follows:

AN ORDINANCE OF THE CITY OF CALLAWAY, FLORIDA, AMENDING THE CITY'S CODE RELATED TO TRAFFIC AND MOTOR VEHICLES; AUTHORIZING THE COMMISSION TO PROHIBIT THE USE OF CERTAIN STREETS BY HEAVY COMMERCIAL TRUCKS; PROVIDING FOR EXEMPTIONS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; SCRIVENER'S ERRORS; LIBERAL INTERPRETATION; MODIFICATIONS; CODIFICATION; EFFECT ON EXISTING TERMS; AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Obos advised that the changes requested at the last meeting and clearer definitions have been implemented.

Commissioner Griggs advised asked how this will be enforced. Discussion ensued.

Mayor Henderson for public participation;

Teresa Langston, 6031 Lance St, asked who will enforce it if Kip has advised that they cannot. City Attorney Obos advised that the Ordinance was changed from the issues that were brought up at the last meeting.

Loretta Akerlind, 204 Hugh Thomas Drive, asked how this will affect someone who drives their work trucks home. Mayor Henderson advised.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Davis to approve the 1st Reading of Ordinance 1122. The motion carried unanimously.

Ordinance 1126 – Small Scale Comprehensive Plan Amendment, Anita Drive & Douglas Street

City Attorney Obos read the ordinance as follows:

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF CALLAWAY, ACTING UPON THE APPLICATION OF F & P CAPITAL PROPERTIES LLC, DESIGNATING FOR COMMERCIAL FUTURE LAND USE A CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONSISTING OF APPROXIMATELY 1.065 MORE OR LESS ACRES; SAID PARCEL IS LOCATED AT ANITA DRIVE & DOUGLAS STREET, CALLAWAY, FLORIDA, PARCEL ID 06258-010-000, AS MORE PARTICULARLY DESCRIBED IN THE BODY OF THE ORDINANCE; AMENDING THE CITY'S FUTURE LAND USE MAP FOR COMMERCIAL DESIGNATION FOR THE PARCEL; REPEALING ORDINANCES OR PARTS OF ORDINANCE IN CONFLICT HERewith; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AS PROVIDED BY LAW.

Director Frye reviewed the Small Scale Comprehensive Plan amendment.

Commissioner Davis asked how they would get to this property and asked about the access road that was there. Director Frye advised.

Commissioner Pelletier advised that he does not support this due to having to drive through a residential neighborhood to get to a commercial property.

Sean McNeil, McNeil Engineering, advised that down Martin Road, all the properties to the north are also Commercial.

Mayor Henderson asked about what the plan with the property is. Mr. McNeil addressed.

Commissioner Griggs advised that due to the commercial surrounding properties he does not see why it would not make sense.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Griggs and seconded by Mayor Henderson passed the gavel to second to approve the first reading Ordinance 1126. The motion failed 3-2 with Commissioners Pelletier, Ayers, & Davis voting in opposition.

Ordinance 1127 – Rezoning, Anita Drive & Douglas Street

With Ordinance 1126- Small Scale Comprehensive Plan Amendment failing, this cannot be passed and was not discussed.

Ordinance 1128 – Emergency Ordinance – Camping Restrictions

City Attorney Obos advised of the difference between an Emergency Ordinance and a regular Ordinance.

City Attorney Obos read the ordinance as follows:

**AN EMERGENCY ORDINANCE FOR THE CITY OF CALLAWAY, FLORIDA
AMENDING THE CALLAWAY CODE OF ORDINANCES CHAPTER 10, ARTICLE I,
OFFENSES AND MISCELLANEOUS PROVISIONS; PROHIBITING CAMPING ON
PRIVATE PROPERTY; INCLUDING DEFINITIONS AND PENALTIES; REPEALING
ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING
FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

City Attorney Obos advised that this is to eliminate encampments that are forming as a result of the wording of the current ordinance that are hindering the health & safety of neighboring properties. He also advised that this is not meaning to prohibit families from camping in their backyards with their children per say, but to eliminate large encampments.

Commissioner Pelletier advised that he did want that clarified about families due to an email he received.

Commissioner Griggs commented on the history of the current ordinance.

Deputy Kip McKenzie advised that he and Captain Branning have concerns with the wording of this ordinance and reviewed several laws and cases regarding public properties. He advised that the Sherriff's office wishes that the Ordinance will stay worded the way it is and that if a neighbor were to complain

about a family situation, a complaint would have to be filed even if Commission is saying that is not the purpose of this ordinance. Discussion ensued.

Commissioner Pelletier tabled this item.

Ordinance 1129 – Camping Restrictions

This item was tabled.

Resolution 25-14 – Initial Nuisance Abatement Assessments

City Attorney Obos read the resolution as follows:

A RESOLUTION OF THE CITY COMMISSION OF CALLAWAY, FLORIDA, RELATING TO THE DELIVERY OF NUISANCE ABATEMENT RELATED SERVICES WITHIN THE CITY; PROVIDING FOR NUISANCE ABATEMENT ASSESSMENTS WITHIN THE CITY'S MUNICIPAL BOUNDARIES; ESTIMATING THE SERVICE COST TO PROVIDE NUISANCE ABATEMENT RELATED SERVICES AND PROGRAMS; ESTABLISHING THE METHOD OF ASSESSING THE NUISANCE ABATEMENT RELATED SERVICE COST AGAINST REAL PROPERTY SPECIALLY BENEFITED; DIRECTING THE CITY MANAGER TO PREPARE A PRELIMINARY NUISANCE ABATEMENT ASSESSMENT ROLL; ESTABLISHING A PUBLIC HEARING TO CONSIDER IMPOSITION OF THE PROPOSED NUISANCE ABATEMENT ASSESSMENTS; DIRECTING THE PROVISION OF NOTICE IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Commissioner Pelletier asked about the Boat Race Road property. Discussion ensued.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Davis to approve Resolution 25-14. The motion carried unanimously.

Resolution 25-15 Personnel Policy Manual Update

City Attorney Obos read the resolution as follows:

A RESOLUTION OF THE CITY OF CALLAWAY CITY COMMISSION REVISING THE CITY OF CALLAWAY PERSONNEL MANUAL, SECTIONs 6.15 GROUP INSURANCE; AND SECTION 15.06- PHONES AND PERSONAL CELL PHONES; REPEALING ALL RESOLUTIONS OR PARTS THEREOF, WHICH ARE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

City Manager Cook advised that the personnel manual is a living document and at the budget workshop, the amount that the city pays for employee health insurance was adjusted and this resolution creates the ability for Commission to change the percentage as the budget allows in the future. He also advised that the current cell phone policy was inadequate and this resolution addresses that as well.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Pelletier to approve Resolution 25-15. The motion carried unanimously.

Resolution 25-16 Setting Public Hearing for Fox Glenn Planned Development

City Attorney Obos read the resolution as follows:

A RESOLUTION OF THE CITY OF CALLAWAY, FLORIDA SETTING A PUBLIC HEARING AND REVIEW OF THE PROPOSED FOX GLENN PHASE 2 PLANNED DEVELOPMENT (P.D.) ZONING APPLICATION, FOR AUGUST 26, 2025.

City Attorney Obos reviewed the process of setting a date to review the Planned Development.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Davis to approve Ordinance 1126. The motion carried unanimously.

Development Order Review – Grand Oaks Subdivision

Director Frye reviewed the development order advising of the open space and walking track.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Pelletier and seconded by Commissioner Davis to approve the development order for Grand Oaks Subdivision. The motion carried unanimously.

Capital Request – Asphalt Roller – Street Department

City Manager Cook advised that at the previous workshop, Commission directed staff to purchase the asphalt roller in this budget.

Commissioner Pelletier asked if there was only one quote and asked if maintenance is local. City Manager Cook confirmed.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Pelletier and seconded by Commissioner Ayers to approve the Capital Request for an Asphalt Roller. The motion carried unanimously.

Capital Request – Security Cameras Leisure Services

City Manager Cook advised that at the budget workshop, it was discussed that we were adding cameras due to vandalism at various parks & that this will be an expansion of the current security system used currently at three of our other buildings.

Commissioner Pelletier asked what kind of backup drive we have for each location and if they will have night-vision. City Manager Cook & Director Legare advised.

Mayor Henderson for public participation;

Paul Bohac, 7010 Mike Ln, asked if the city has conferred with the Sheriff's office to confirm these cameras will be sufficient if there is a case of vandalism caught. Deputy McKenzie addressed.

Motion:

Motion made by Commissioner Pelletier and seconded by Commissioner Ayers to approve the Capital Request for Leisure Services Security Cameras. The motion carried unanimously.

Budget Amendment - Maintenance Shop Electric Transfer Switch

City Manager Cook advised the city attempted to acquire funds for the transfer switch and generator using HGMP funds but was denied. As we prepare for an active hurricane season, our maintenance shop would be unusable if there was a power loss. He advised that we received a proposal to add a manual transfer switch to the building that will cover the maintenance shop and fueling station for \$19,885 and we will use our repurposed 40K generator to power the building.

Commissioner Griggs asked if we are using the 40K generator and if it is being maintained. City Manager Cook addressed. Discussion ensued.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Griggs and seconded by Commissioner Davis to approve the Budget Amendment for Maintenance Shop Electric Transfer Switch. The motion carried unanimously.

Contract Renewal – Florida Auction Network

City Manager Cook advised this is done every year & that we use Florida Auction Network to surplus our equipment. The cost of the service is 5% of the sale price and they provide all the other services that come with it. He advised that this agreement is for one year; renewable annually.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Davis and seconded by Commissioner Griggs to approve the Contract Renewal for Florida Auction Network. The motion carried unanimously.

Contract Renewal – Bay County Sheriff's Office

City Manager Cook advised that our current agreement will expire on September 30, 2025. He also advised that this agreement reflects a 5% increase, is renewable annually and next year's with increase by 5% as well. This is reflected in the budget.

Mayor Henderson noted that it was asked in the budget workshop about the number of officers for Callaway and this agreement does show 19.

Mayor Henderson for public participation; there was none.

Motion:

Motion made by Commissioner Griggs and seconded by Commissioner Pelletier to approve the Contract Renewal for Bay County Sherriff's Office. The motion carried unanimously.

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

Pamn Henderson, Mayor

- Events attended
- Compliments to the Health Fair
- Bay County League of Cities Meeting

Scott Davis, Commissioner Ward I

- Scope on Sewer Line break

David Griggs, Commissioner Ward II

- TPO Meeting on August 27 & concern about Hwy 22 traffic at the School

Kenneth Ayers Jr, Commissioner Ward IV

- Events attended

Kevin Obos, City Attorney

- City of Miami case regarding changing Election Dates

Eddie Cook, City Manager

- Solid Waste bids
- Cherry Street update
- Sandy Creek sewer project update
- N. Hugh Thomas project update
- Round-a-bout update
- Boat Race Road project update
- Tyndall Median project update
- Meeting with Mayor, UB Director & Property Appraiser regarding homestead violations
- Rescue 19
- Hurricane Preparedness Plan revision update

Bob Pelletier, Commissioner Ward III

- Water Study update
- Beacon Point update
- Live streaming on YouTube

ANNOUNCEMENTS

Mayor Henderson read the announcements as follows:

• August 19, 2025	Budget Workshop	1:00 p.m.
• August 19, 2025	Planning Board Meeting (Potential)	6:00 p.m.
• August 21, 2025	Historical Society Meeting	5:30 p.m.
• August 26, 2025	Commission Meeting	6:00 p.m.
• August 27, 2025	TPO Meeting	3:30 p.m.

PUBLIC PARTICIPATION

Ron Shaner, 5711 Kevin Cir., commented on the truck restrictions and asked if it is going to be enforced and spoke on speeding issues on his road.

Citizen, spoke the need to find & spend the money on the estuary program to improve our waterways.

Teresa Langston, 6031 Lance Street, commented on the issue with Berthe & Cherry St and the lack of notification to citizens, using taxpayers money for road & sewer repairs, & on the goat farm on Wallace Rd.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:54 p.m.

Attest: _____
Ashley Robyck, City Clerk

Pamn Henderson, Mayor