CITY OF CALLAWAY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
AUGUST 26, 2025– 6:00 P.M.

The City of Callaway Commission met in a Regular Session on August 26, 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 Eddie Cook, City Manager; Kevin Obos, City Attorney; Ashley Robyck, City Clerk; David Schultz, Director of Finance; Tim Legare, Director of Leisure Services; and David Joyner, Fire Chief.

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

Mayor Henderson called for additions or deletions to the agenda. City Manager Cook asked to add items 6- Task Order - Lead Service Line Inventory & item 7- Budget Amendment for the Lead Service Line Inventory.

Motion:
Motion made by Commissioner Griggs and seconded by Commissioner Pelletier to approve items #6 & #7. The motion carried unanimously.

APPROVAL OF MINUTES

August 12, 2025	Regular Meeting
August 19, 2025	Budget Workshop

City Clerk Robyck advised that in the top paragraph it stated that Commissioner Davis was in attendance by phone but that is incorrect. He was present in person.

Motion:
Motion made by Commissioner Pelletier and seconded by Commissioner Ayers to approve the minutes of August 12, 2025 as amended & August 19, 2025. Motion carried unanimously.

PUBLIC HEARING

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.

Mayor Henderson called for public participation; there was none.

Motion:
Motion made by Commissioner Davis and seconded by Commissioner Pelletier to approve the Final Reading of Ordinance 1122. The motion carried unanimously upon roll call vote.

Review of Planned Development for Fox Glen Phase II

Bill Frye, Director of Public Works/Planning reviewed the Planned Development Narrative and advised that it is the same as Phase 1, just the southern half of the property. City Attorney advised that the property was rezoned to Planned Development back in April & this is just approving the narrative that goes along with it.

Commissioner Griggs asked about playgrounds and concerns about on-street parking being notated in the narrative. Director Frye addressed. Discussion ensued.

Commissioner Pelletier asked about the number of units & changing the current ordinance to ban on-street parking throughout the City.

Mayor Henderson called for public participation;

Paul Bohac, 7010 Mike Ln, advised that he agrees with Commissioner Griggs' concerns with street parking. He also spoke on the drawings, width of home lots and no reference to the school zone and bus route.

Don Hennings, 431 Tanya Pass, advised that Phase 1 was approved, and this is basically the same as that phase & the inability to stop them from parking on the grass.

Anna Pelletier, 7724 Shadow Bay Dr, spoke on the comment on the city not being responsible for children and asked what kind of city we want. She also commented on a focus on family events & growth at Tyndall.

Ron Shaner, 5711 Kevin Cir, advised that he is against street parking and compact housing and spoke on parking issues on other roads.

Tim Brewer, 6620 Cherry St, spoke on his experience as a paramedic and the issues they would run into with vehicles parked in the street.

David Agosta, 6609 Pridgen St, agrees with Commissioner Pelletier to do an ordinance to do away with parking on the street.

Motion:
Motion made by Commissioner Griggs and seconded by Commissioner Ayers to approve the Planned Development for Fox Glen Phase II. The motion carried unanimously.

REGULAR AGENDA

Resolution 25-12- Truck Restricted Roads

City Attorney Obos read the resolution as follows:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF CALLAWAY, FLORIDA, PROHIBTING HEAVY COMMERCIAL TRUCKS FROM TRAVELING ON

CAMELLIA AVENUE, SENECA AVENUE, SIMS AVENUE, N. GAY AVENUE, S. GAY AVENUE, AND N. KIMBREL AVENUE; REPEALING ALL RESOLUTIONS IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE.

Mayor Henderson called for public participation;

Martin Vossler, 6303 Wallace Rd, commented that this is good but how will it be enforced & that truck drivers may not know until it's too late.

Commissioner Pelletier asked if we could send letters to the businesses in the area.

David Agosta, 6609 Pridgen St, asked about the cost of the signs and if it was possible to place additional signs.

Motion:
Motion made by Commissioner Ayers and seconded by Davis to approve Resolution 25-12. The motion carried unanimously.

Discussion – Stormwater Fee

City Manager Cook advised that During the budget workshop the fee for stormwater was discussed. The city needs a master stormwater study. The city currently has over $500,000 in restricted funds for stormwater. We have been doing most of our projects in- house or using grant funds. The cost of a master stormwater study will be approximately $300,000 for the entire city and all basins.

To fund the study completely with just one year's revenue, the cost would be over $4 per resident this would include the budgeted $100,000 for internal projects and needs during the year related to stormwater.

To keep taxpayer costs at a minimum, staff recommends using the restricted funds to cover the cost of the master study and keep the stormwater fee at $1. The study will identify future needs by priority, and we will address them in future years budgets. Each dollar added to billing generates $100,000 annually.

Mayor Henderson stated that this seems pretty cut & dry.

Commissioner Griggs asked if CRA funds could be used since it is part of the CRA and gave history on the origination of the stormwater fee. City Manager Cook advised that the CRA funds are being used for the spillway.

Commissioner Pelletier stated he agrees and wish he would have known at the budget workshop.

Mayor Henderson called for public participation;

Teresa Langston, 6031 Lance St, commented that nothing was mentioned at the budget workshop & no one knew and asked for clarification of restricted funds. City Manager Cook addressed.

Direction to staff was leave at $1 & do stormwater study with the restricted funds.

Bid Award – PW2025-06 Solid Waste Pickup & Hauling

City Manager Cook advised Express Disposal did not submit a State of Florida Business License nor a County License. They submitted a business tax application for the City of Callaway. Research could not confirm the State of Florida Business License. Their bid has been removed from consideration.

The city currently charges $13 dollars per month for solid waste pick-up. This includes all operations, maintenance, administrative, and future capital planning. An analysis of our operations shows that we spend approximately $9.36 per residence for operations. Our prior rate for solid waste was $9.97 and in 2024 we added $3.03 for capital expansion. Should we decide to use an outside vendor, we will still have to maintain at least one truck and one employee in the department. One truck must also remain state certified for tire disposal. We will also have an administrative cost for phone call, complaints, etc. We estimate that we would need to an additional $2.50 to provide this administrative service. The main concern is we will lose the discretion factor to assist our citizens. Meaning, if we request them to pick up a pile as a courtesy, we will be charged as an added expense, and it will be a taxpayer expense. Also, as the city does internal projects, we will still have cost of disposal of vegetative materials.

He also advised that if the city moves to a private provider, it will be difficult to bring back into a city provided services. By Florida State statute, we would have penalties to pay to private providers to remove this service from them like was explained when we investigated a single provider for trash services. Staff does not recommend moving to a private provider for these reasons.

Commissioner Pelletier reviewed the numbers and asked where the additional cost for administrative services is coming from. He also spoke on accidents with our trucks and holes left in the ground after pickup.

Mayor Henderson advised she has concerns with where the current solid waste employees would go. City Manager Cook addressed.

David Shultz, Director of Finance reviewed where administrative costs would be needed and issues with going to a private provider.

City Attorney Obos spoke on the issues Springfield has had with private providers.

Commissioner Griggs advised that the things picked up would not change from what we currently pick up and he is against going private due to the loss of flexibility and management.

Commissioner Ayers advised he also believes we should stay with in-house.

Mayor Henderson called for public participation; there was none.

<u>David Agosta, 6609 Pridgen St</u>, commented that he is against going private after hearing from the City Attorney & Finance Director.

<u>Don Hennings, 431 Tanya Pass</u>, spoke against using a contractor and stated that the City should tweak the regulations.

<u>Laurence Lyons, 7003 Benton Dr</u>, asked about money and advised that the claw trucks leaving holes in the easements is a training issue.

Teresa Langston, 6031 Lance St, commented that it does not matter until the City gets proactive about illegal dumping and people should have the option to opt out of Solid Waste Pickup.

Motion:
Motion made by Commissioner Griggs and seconded by Commissioner Ayers to reject all bids received and keep Solid Waste in-house. The motion carried 4-1 with Commissioner Pelletier voting in opposition.

Task Order – Lead Service Line Inventory- Dewberry engineering

City Manager Cook advised that the city was informed that it did not complete the necessary steps for DEP concerning the Lead Service Line Inventory. We do not have the capacity to expedite the completion of the request. This task order will complete and submit the require information to keep us in compliance. He advised that we are not aware of where the disconnect was, but he received an email three weeks ago regarding it and has been in contact with them since.

Commissioner Davis asked if we know of any areas with lead. City Manager Cook advised that staff has never seen lead pipes.

Commissioner Pelletier asked if the emails for the correct contacts have been updated. City Manager Cook confirmed.

Mayor Henderson called for public participation; there was none.

Motion:
Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve the Task Order for Lead Service Line Inventory from Dewberry Engineering. The motion carried unanimously.

Budget Amendment – Lead Service Line Inventory

City Manager Cook advised that this is the budget amendment to add a line item in the budget for the Lead Service Line Inventory.

Mayor Henderson called for public participation; there was none.

Motion:
Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve the Budget Amendment for Lead Service Line Inventory. The motion carried unanimously.

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

Pamn Henderson, Mayor
- Economic Development Council Meeting

Scott Davis, Commissioner Ward I
- Submitted his resignation effective this evening

David Griggs, Commissioner Ward II

- Bay County Contractors meeting

Bob Pelletier, Commissioner Ward III

- Berthe Bridge Rating by FDOT – City Manager Cook will address.
- YouTube Streaming – City Clerk Robyck addressed.

Kenneth Ayers Jr, Commissioner Ward IV

- Meeting with City Manager
- Events attended

Eddie Cook, City Manager

- Project updates to include:
  - Cherry St
  - Hugh Thomas
  - Sandy Creek
  - Roundabout
- Property near Brittany Woods Park
- Disaster Preparedness Plan
- Water & Sewer Master Plan
- Extended Congratulations to Mayor Henderson for Bronze Certification for Elected Officials from FLC

ANNOUNCEMENTS

Mayor Henderson read the announcements as follows:

• September 2, 2025	Planning Board Meeting (Potential)	6:00 p.m.
• September 4, 2025	1st Budget Hearing	5:01 p.m.
• September 9, 2025	Commission Meeting	6:00 p.m.

PUBLIC PARTICIPATION

There was none.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:14 p.m.

Attest: ______________________________
Ashley Robyck, City Clerk

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Pamn Henderson, Mayor