

**CITY OF CALLAWAY
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
SEPTEMBER 23, 2025– 6:00 P.M.**

The City of Callaway Commission met in a Regular Session on September 23, 2025. In attendance were Pamn Henderson, Mayor, David Griggs, Mayor Pro tem, and Commissioners 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; Caleb Chappell, Leisure Services Athletic/Events Coordinator; 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. There were none.

APPROVAL OF MINUTES

September 9, 2025	Regular Meeting
September 18, 2025	Final Budget Hearing

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Griggs to approve the minutes of & September 9, 2025 & September 18, 2025, as amended. Motion carried unanimously.

PUBLIC HEARING

Ordinance 1130 - Rezoning Parcel ID 07261-000-010

City Attorney Obos read the ordinance as follows:

AN ORDINANCE REZONING FROM RESIDENTIAL R-9 TO RESIDENTIAL R-6 A CERTAIN PARCEL OF LAND LYING WITHIN THE CITY OF CALLAWAY, FLORIDA, CONSISTING OF APPROXIMATELY .482 MORE OR LESS ACRES; SAID PARCEL IS LOCATED AT WALLACE ROAD AND COMET AVENUE, CALLAWAY, FLORIDA, PARCEL ID 07261-000-010; 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 called for public participation; there was none.

Motion:

Motion made by Commissioner Pelletier and seconded by Ayers to approve the final reading of Ordinance 1130, Rezoning Parcel ID 07261-000-010. The motion carried unanimously upon roll-call vote.

REGULAR AGENDA

Special Magistrate Appointment

City Attorney Obos advised that Holly Melzer has moved her office and is no longer able to represent Callaway and Julia Maddalena has offered to represent the City.

Discussion ensued regarding how often the services of the Special Magistrate is needed.

Mayor Henderson called for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Pelletier to approve Julia Maddalena as Special Magistrate. The motion carried unanimously.

Bid Award – CM2025-09 East Bay Paver & Drainage Project

City Manager Cook advised that staff issued an invitation to bid on August 29, 2025 with a closing date of September 15, 2025 for the East Bay Paver & Drainage project. Six bids were received with Gulf Coast Utility Contractors having the lowest bid at \$271,403.61. She advised that staff recommendation is to award to Gulf Coast Utility Contractors.

Commissioner Pelletier asked what roads are included. City Clerk Robyck advised that she will send the plan set that was included in the bid packet. Discussion ensued.

Mayor Henderson called for public participation;

William Troup 11713 Poston Road, commented on how well run the City is and asked about easement areas and drainage issues near his home in this area, and worries about the construction vehicles tearing up new pavers.

Motion:

Motion made by Commissioner Pelletier and seconded by Commissioner Griggs to award to Gulf Coast Utility Contractors in the not-to-exceed amount of \$271,403.61. The motion carried unanimously.

Budget Amendment – Remove the grant funding and expenditures for CDBG Beacon Point

City Manager Cook advised that with Beacon Point being sold and the grant being canceled, we need to remove the grant funds and remaining expenditures from our operating budget for fiscal year 2025. He also advised that the reimbursement for costs incurred will be moved to “Miscellaneous Revenue” as it is no longer grant related.

Commissioner Pelletier asked what the status of the closing the project out is. City Manager Cook addressed. Discussion ensued.

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. The motion carried unanimously.

Task Order – Stormwater Master Study

City Manager Cook advised that the city is in need of a stormwater master plan to identify problematic areas and prioritize stormwater problems.

Mayor Henderson called for public participation; there was none.

Motion:

Motion made by Commissioner Griggs and seconded by Commissioner Ayers to approve the task order for the Stormwater Study not-to-exceed \$285,975.00. The motion carried unanimously.

Task Order – Lift Station Rehabilitation Redesign

City Manager Cook advised this is a change task order to revise the design of CA-01 (originally approved under RFQ Bid No. PW2022-07 for the rehabilitation design of 14 lift stations) per recent updates to the established floodplain elevations by FEMA. Engineering design for CA-01 and all other included stations under that contract was completed and submitted to the city prior to these federal elevation updates. BDI notified the city when we learned of the newly established floodplain, explaining the need to raise the wet well top and electrical panel accordingly and avoid future problems. The scope of work outlined in this task order to raise the lift station.

Commissioner Ayers asked if this is just for redesign. City Manager Cook confirmed.

Director Schultz asked if this will be included in the grant. City Manager Cook confirmed.

Mayor Henderson called for public participation; there was none.

Motion:

Motion made by Commissioner Ayers and seconded by Commissioner Pelletier to approve the Task Order for the Lift Station Rehabilitation Redesign. The motion carried unanimously.

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

Pamn Henderson, Mayor

- Bay County League of Cities Holiday Dinner
- NWFL League of Cities Executive Board meeting
- Military Affairs Committee
- Meeting with Representative Griffiths
- D.A.R. Luncheon
- Bay Way Day
- ECRC Meeting

David Griggs, Commissioner Ward II

- Asked if Rep. Griffiths spoke on Ad Valorem taxes
- Non-Compliant Solid Waste piles around the city
- Asked about responsibility of killing plants on opposite side of fence or tree roots breaking fences

Bob Pelletier, Commissioner Ward III

- YouTube
- Asked about interviewing candidates for Ward 1 Commissioner
- 501c Not-for-Profit for the City

Kenneth Ayers Jr, Commissioner Ward IV

- Events attended
- Reported needed asphalt repairs
- Meeting with City Manager

Eddie Cook, City Manager

- Cherry Street project update
- Hugh Thomas project update
- Lift Station Rehab update
- Roundabout project update
- Sandy Creek update
- Hurricane Preparation Manual
- FlexNet update
- Milling spreading in East Bay with the county
- Water Sewer Master Study

ANNOUNCEMENTS

Mayor Henderson read the announcements as follows:

- **October 7, 2025** **Planning Board Meeting (Potential)** **6:00 p.m.**
- **October 14, 2025** **Commission Meeting** **6:00 p.m.**
- **October 17 & 18** **Bay County Landfield Amnesty Days**

PUBLIC PARTICIPATION

Anna Pelleiter, 7724 Shadow Bay Drive, commented on Commissioner Ayers' lack of response to her email, and asked if the City worked with citizens to repair houses after the Hurricane Michael or if the City took homes from citizens that could not fix their home.

Tim Brewer, Cherry St., asked if the City was planning on having a memorial service for the 25th Anniversary of 9/11 and asked if a decision was made about Conex containers. Mayor Henderson advised.

Ron Shaner 5711 Kevin Cir., asked about the containers as well and would like to know what the issue is with them and why it was decided to ban them.

Bill Troup, 11713 Poston Road, agreed with Commissioner Pelletier that the City should create a 501c and spoke on his work applying for grants for Cities.

Teresa Langston, 6031 Lance St., advised that she will not be at the next meeting and asked how important it is to the appointee for Ward 1 to attend meetings previously, asked if the issue of emails from citizens going to spam folders was resolved, and commented on Commissioner Ayers' comment about responding to Mrs. Pelletier's email.

Billy Hall, 504 Camellia Ave., advised of a pothole at 4th Street and Bob Little and asked if that can be fixed.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:18 p.m.

Attest: _____
Ashley Robyck, City Clerk

Pamn Henderson, Mayor

DRAFT