

**CITY OF CALLAWAY**  
**BOARD OF COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**APRIL 26, 2022 – 6:00 P.M.**

The City of Callaway commission met in Regular Session on Tuesday, April 26, 2022. In attendance were Pam Henderson, Mayor, David Griggs, Mayor Pro tem, and Commissioners Scott Davis, Bob Pelletier, and Frank Mancinelli. Also in attendance were Eddie Cook, City Manager; Jennifer Shuler, City Attorney; Janice L. Peters, City Clerk; David Schultz, Director of Finance; Bill Frye, Public Works/Planning Director; Tim Legare, Leisure Services Director; Bonnie Poole, Code Enforcement Director, and David Joyner, Fire Chief.

The meeting was called to order by Mayor Henderson, followed by an invocation and the Pledge of Allegiance.

**PRESENTATIONS/PROCLAMATIONS**

**BCSO Statistics**

Deputy McKenzie reviewed statistics for March 2022, advising the miles patrolled had been corrected to reflect 23,624. He commented on a bomb scare at the McDonalds earlier this month, the process undertaken, and what had been found.

**Proclamation – Mayoral Presentation**

Mayor Henderson read the Proclamation for City Clerk Week and presented to City Clerk Peters.

**MAYOR’S INSTRUCTIONS - Call for Additions/Deletions to the Agenda.**

**Motion:**

Mayor Henderson called for additions/deletions to the agenda. City Manager Cook requested the addition of an item approving a budget amendment for bathrooms at the soccer fields as #5. Motion carried unanimously.

**APPROVAL OF MINUTES/REVIEW OF FINANCIALS**

**April 12, 2022 Regular Meeting**

**Motion:**

Motion made by Commissioner Mancinelli, and seconded by Commissioner Davis, to approve the minutes of April 12, 2022. Motion carried unanimously.

**Financial Statements – Period ending March 31, 2022 - No Discussion**

**REGULAR AGENDA**

**FY2020/21 Audit Review – Mauldin & Jenkins**

City Manager Cook reviewed the Audit for Fiscal Year ended September 20, 2021, advising the city looks good and was awarded the 2020 Certificate of Achievement for Excellence in Financial Reporting. He advised Mauldin & Jenkins can be available for the next meeting of Commission to answer any questions if needed. Mayor Henderson advised the Joint Venture is the reason for the delay. No follow-up needed by Mauldin & Jenkins.

## **COLA Increase - Mid-Year Cost-of-Living Increase**

Mayor Henderson elaborated on the request for the cost-of-living increase indicating most cities are following suit. Finance Director Schultz had provided the following:

- Increase of \$1 per hour = \$110,000
- Increase of 2.5% = \$57,555
- Increase of 3.0% = \$69,054

She recommended the flat increase of \$1.00 per hour for the rest of the Fiscal Year. The probationary employees will receive the increase in the first check following the end of their probationary period.

### **Motion:**

Motion made by Commissioner Mancinelli for the flat \$1.00 per hour increase across the board.

Commissioner Pelletier indicated he was looking more towards increasing the lower paid hourly employees. Discussion ensued, during which Finance Director Schultz elaborated on the number of employees affected by the increase. Commissioner Griggs was in favor of everyone across the board getting the increase to keep the current tier in place.

Motion was seconded by Commissioner Griggs for approval of Mid-year Cost-of-Living Increase of \$1.00 per hour across the board for the remainder of FY2022, with probationary employees receiving the increase beginning with the first check following the end of their probationary period.

Mayor Henderson asked for Public Participation.

Ron Shaner, 5711 Kevin Circle, agreed with the increase for lower tiered employees.

Motion carried 4-1 with Commissioner Pelletier voting in opposition.

### **Yard of the Month – 706 Michael Drive**

Mayor Henderson advised one nomination has been received by the April 15<sup>th</sup> deadline for the May 2022 award for nomination of Mr. Albert J. Boucher for his property located at 706 Michael Drive. He was not in attendance.

### **Code Sec. 15.750.5 – Fence Heights – Discussion/Direction**

City Manager Cook reviewed the code regarding the height limit for fences and the requested changes to height and opaqueness. Changes included an increase in the side yard height from the front corner of the house to within 10' of the right-of-way from 4' to 8' where the height would then drop to a 4' limit to maintain line of site. The request was also to remove the opaque requirement to allow for solid fencing.

Code Enforcement Director Poole further elaborated on the requests and reviewed examples. Discussion ensued in which it was recommended the 8' proposal be reduced to 6' within 10' of the right-of-way then drop to 4' within the right-of-way and across the front of the property. She also pointed out that this would only apply to properties without deed restrictions.

Mayor Henderson asked for Public Participation.

John Hagan, 219 Colinfurst Sq., recommended consulting with Law Enforcement regarding the proposed changes.

Ron Shaner, 5711 Kevin Circle, was in favor of the requested height changes but felt the opaqueness should be left to the individual homeowner.

Direction to staff was to move forward with legislation pending comments from the Sheriff's Office.

### **Budget Amendment – Soccer Field Bathroom (FEMA428)**

City Manager Cook reviewed the request, advising that due to cost increase, the project is now \$16,500 over the FEMA budget. Leisure Services has surplus in health insurance could cover the cost. A budget Resolution will be brought to Commission at a later date should Commission approve the expenditure.

Mayor Henderson called for Public Participation; there was none.

#### **Motion:**

Motion made by Commissioner Mancinelli and seconded by Commissioner Pelletier for approval of the Budget Amendment for soccer field bathrooms. Motion carried unanimously.

### **COMMISSION/STAFF COMMENTS**

The following were points of discussion:

#### **Pam Henderson, Mayor**

- City Manager Cook named Honorary Commander at Tyndall AFB, which is part of Tyndall's initiative to maintain the strong relationship between the base and the local community. City Manager Cook elaborated, indicating it is a 2-year appointment.

#### **Frank Mancinelli, Commissioner Ward IV**

- St. Andrews/St. Joe Estuary Committee Meeting Attendance
- Bridge Harbor Sidewalk/Drainage Issues
- City Hall Signage

#### **Bob Pelletier, Commissioner Ward III**

- Bridge Harbor CO Issuance – Drainage Issues

#### **David Griggs, Commissioner Ward II**

- Citizen Advisory Members for Committees – Volunteers
- Election Results & Forums
- Code Enforcement

#### **Scott Davis, Commissioner Ward I**

- Beacon Point Shopping Center
- Berthe Round-a-bout
- Cherry Street Telephone Poles
- Lake Cleanup

**Eddie Cook, City Manager**

- Sombreros Restaurant to be demolished
- Notice to Proceed Modified due to Supply
- Gore Park Projects
- Lift Station Project
- Wind Retrofit Project

**PUBLIC PARTICIPATION**

Mayor Henderson asked for Public Participation

Don Hennings, 431 Tanya Pass, spoke about the lighting at the main Callaway welcome sign. Staff will investigate other options for the solar panels.

**ANNOUNCEMENTS**

Mayor Henderson read the announcements as follows:

- May 3, 2022 Planning Board Meeting 6:00 P.M.
- May 10, 2022 Regular Commission Meeting 6:00 P.M.
- May 15, 2022 Callaway Historical Meeting 2:00 P.M. Community Center

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:26 p.m.

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 Janice L. Peters, MMC  
 City Clerk

Attest: \_\_\_\_\_  
 Pamn Henderson, Mayor