

**CITY OF CALLAWAY  
BOARD OF COMMISSIONERS  
REGULAR MEETING MINUTES  
MAY 10, 2022 – 6:00 P.M.**

The City of Callaway commission met in Regular Session on Tuesday, May 10, 2022. In attendance were Pam Henderson, Mayor, David Griggs, Mayor Pro tem, and Commissioners Scott Davis, 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; and Bonnie Poole, Code Enforcement Director. Commissioner Pelletier was not in attendance.

The meeting was called to order by Mayor Henderson, followed by an invocation by Reverend Randall Erickson from Good Shepherd Church and the Pledge of Allegiance.

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

Mayor Henderson called for additions/deletions to the agenda; there was none. She also reviewed the rules of Public Participation.

**APPROVAL OF MINUTES/REVIEW OF FINANCIALS**

**April 22, 2022 Special Meeting  
April 26, 2022 Regular Meeting**

**Motion:**

Motion made by Commissioner Griggs, and seconded by Commissioner Davis, to approve the minutes of April 22, 2022, and April 26, 2022. Motion carried 4-0.

**PUBLIC HEARING**

Mayor Henderson opened the Public Hearing

**Code Variance – 929 S. Tyndall Parkway**

Planning Director Frye advised Good Shepard Lutheran Church has requested a variance from the City of Callaway Land Development Regulations for the property located at 929 S. Tyndall Parkway, Parcel ID#07204-000-000. If approved the variance would allow for a designated area for RV placement, including water, sewer, and electric connections to be used in the event of an emergency.

Reverend Erickson reviewed the request, advising the Lutheran Church participates in disaster relief in cases of declared emergencies. The Church is pre-staging sites from Texas to Florida for volunteers within the Church. There will be a total of eight spaces and will be connected to the Church’s water/sewer and electrical. Discussion ensued.

Planning Director Frye, for clarification, asked if impact fees would be charged. City Attorney Obos advised it would be a temporary use so impact fees would not need to be addressed.

Mayor Henderson called for Public Participation; there was none.

**Motion:**

Motion made by Commissioner Mancinelli and seconded by Commissioner Griggs to approve the Code Variance at 929 S. Tyndall Parkway for RVs during declared emergencies. Motion carried 4-0.

Mayor Henderson closed the public hearing.

**REGULAR AGENDA**

**Ordinance No. 1058 – LDR Amendment – Fencing Heights**

City Attorney Shuler read Ordinance 1058 by headnote as follows:

**AN ORDINANCE FOR THE CITY OF CALLAWAY, FLORIDA AMENDING THE CITY OF CALLAWAY LAND DEVELOPMENT REGULATIONS REGARDING FENCES, WALLS, AND HEDGES; RESTRICTING FENCES WITHIN TEN FEET OF THE RIGHT OF WAY AND REMOVING THE PROHIBITION ON NON-OPAQUE FENCE MATERIALS; REPEALING ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.**

City Manager Cook and City Attorney Obos reviewed. Discussion ensued in which allowances for 4 ft high fences across the front of the property will be added prior to second reading.

Mayor Henderson asked for Public Participation.

Ray Medina, 420 N. Berthe, asked for clarification regarding fence heights related to right-of-way.

Logan Brock, 820 N. Fox, also asked for clarification of “front” and where the 4’ fence stops. City Manager Cook clarified.

Jessica Brock, 820 N. Fox, referenced taller heights to allow for dogs.

**Motion:**

Motion made by Commissioner Mancinelli and seconded by Commissioner Griggs for approval of first reading on Ordinance No. 1058 with additions for fences across the front of the property. Motion carried 3-1 upon roll-call vote with Commissioner Davis voting in opposition.

**CDBG Bid Award – Replacement Housing**

Dennis Dingman advised Sealed Bids were received and opened on April 28, 2022, for three (3) demolition replacement housing units. The attached Bid Tabulation Form shows the Bids that were received. Summit Professional Services is recommending the Award of the housing units purchase to US Mobile Homes Sales of Florida for the following:

Randy Evans	1120 S. Gay Ave. #142	\$123,130
Terry Fultz	1120 S. Gay Ave. #141	\$123,130
Sarahi Martinez Pineda	1120 S. Gay Ave. #102	\$136,750

A Site-Specific Environmental Review was performed on each housing unit; historical approval was requested on 2 housing units which were 49 years or older; Lead Based Paint Clearance Testing will be conducted on one housing unit constructed prior to 1978 that will be rehabilitated; and each property will be inspected for non-structural code violations. Discussion ensued.

Mayor Henderson asked for Public Participation; there was none.

**Motion:**

Motion made by Commissioner Mancinelli and seconded by Commissioner Davis for approval to move forward with Award of Bid to US Mobile Homes Sales of Florida. Motion carried 4-0.

**Plat Review – Park Place, Phase 2**

Planning Director Frye advised St. Joe is ready to begin selling the lots. The infrastructure is not 100% done so an Assurance Bond of 110% of the estimated cost to finish the project will be required. Chris Short with Dewberry advised there are 106 lots planned. Discussion continued.

Mayor Henderson asked for Public Participation; there was none.

**Motion:**

Motion made by Commissioner Griggs and seconded by Commissioner Davis for approval of Plat Review-Park Place, Phase 2. Motion carried 4-0.

**Reinvestment Agreement – Callaway Retail Partners – ALDI Property**

City Attorney Obos reviewed the Agreement, which requested a \$95,000 waiver of Impact Fees. The City will have to pay the fees from CRA or General Fund Transportation Impact Fee Funds. Discussion ensued.

Mayor Henderson asked for Public Participation; there was none.

**Motion:**

Motion made by Commissioner Mancinelli and seconded by Commissioner Griggs for approval of Reinvestment Agreement. Motion carried 4-0.

**Task Order – CEI for Gore Park Projects – Panhandle Engineers**

City Manager Cook advised construction has already begun on the Gore Park Project. Panhandle Engineering was the engineer for this project and has been monitoring progress without a task order for CEI. We have been adding CEI into our engineering contracts but were not sure if the FEMA process would allow for this. FEMA funding will cover the cost.

Mayor Henderson called for Public Participation; there was none.

**Motion:**

Motion made by Commissioner Mancinelli and seconded by Commissioner Griggs for approval of Task Order to Panhandle Engineers. Motion carried 4-0.

**Surplus Equipment – Public Works - Radios**

City Manager Cook advised the City of Callaway has upgraded its radio system to the new P25 system for better communications with other agencies in the event of an emergency, such as a category 5 hurricane. The new radios have much better range and ability to connect with others on disaster channels. The old towers that link the old radios will be disabled soon making the radios useless.

The surplus will be sold in accordance with our local contract with Florida Auction Network.

Mayor Henderson called for Public Participation; there was none.

**Motion:**

Motion made by Commissioner Mancinelli and seconded by Commissioner Griggs for approval to dispose of surplus radios via auction. Motion carried 4-0.

**COMMISSION/STAFF COMMENTS**

The following were points of discussion:

**Pamn Henderson, Mayor**

- Callaway Elementary School Visit and Update for Playgrounds

**Scott Davis, Commissioner Ward I**

- Bayou Cleanup
- Gulf Power – No update
- Beacon Point Shopping Center – Executed Agreement

**David Griggs, Commissioner Ward II**

- Future Developments – Parks/Recreation Area requirements

**Frank Mancinelli, Commissioner Ward IV**

- Kudo's to the Mayor
- Loose Support Wires on Berthe near Hwy. 22

**Kevin Obos, City Attorney**

- Roundabout Update
- Annexation/Enclaves

**PUBLIC PARTICIPATION**

Mayor Henderson asked for Public Participation.

Larry Lyons, 7003 Benton Drive, inquired of the stormwater drainage issues at Ross and Benton. City Manager Cook addressed.

Kevin Matthews, 7006 Benton Drive, also commented on the stormwater drainage issues at Ross and Benton, as well as fencing.

Stacy Howard, 3628 E. 13<sup>th</sup> Ct., asked for Commission consideration to waive the Code Enforcement citations/lien for 6408 Heather Marie Lane, indicating his brother who is not well lives there and he has been paying the bills on the property for him.

Director Poole reviewed the history of the violations at the property; discussion ensued. Mr. Howard added that the property belongs to the mother of his brother's girlfriend.

Danise Birchfield, 7530 Kelsie Rd., advised repairs from Hurricane Michael seem to not have been reinspected.

City Manager Cook advised EPCI would have relevant information.

**ANNOUNCEMENTS**

Mayor Henderson read the announcements as follows:

- May 15, 2022 Historical Society Meeting 2:00 P.M. – 522 Beulah Avenue
- May 17, 2022 Planning Board Meeting 6:00 P.M.
- May 24, 2022 Regular Commission Meeting 6:00 P.M.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:30 p.m.

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Janice L. Peters, MMC  
City Clerk

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

DRAFT