



City of Freeport
REGULAR COUNCIL MEETING
6:30 PM/Council Chambers/Freeport City Hall
August 22, 2019 Minutes

I. Meeting Called to Order

The meeting was called to order at 6:31 p.m. by Mayor Barley in the Council Chambers of Freeport City Hall.

Council members present: Mayor Russ Barley, Councilwoman Amanda Green, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman William “Boots” McCormick, Councilwoman Elizabeth Haffner.

Staff members present: City Attorney Clay Adkinson, Parks Director Charlie Simmons, Planning Director Latilda Neel, Planning Technician Brooke Jackson, Sewer Supervisor Robert Fawcett, Finance Officer Sara Bowers, Finance Assistant Joyce Sunday, Utility Billing Manager Debbie Roberts, City Engineers Alex Rouchaleau and Cliff Knauer, Clerk Assistant Lori Cox.

Staff members absent: Water Supervisor Larry Tuggle

II. Invocation and Pledge of Allegiance

The Invocation was given by Councilwoman Haffner, followed by the Pledge of Allegiance to the American Flag.

III. Recognition of Guests - none.

IV. Public Comment on Consent Agenda - none.

V. Approval of Consent Agenda

1. Bills Paid
2. Revenue Expenditure Report

Council Action: Councilman McCormick motioned to approve the consent agenda. Councilwoman Haffner seconded the motion. All ayes; motion carried.

VI. Consideration of Additions/Deletions to Agenda

Additions:

- Planning – Extension of Development Order
- Parks – Pickle Ball Courts

VII. Approval of Agenda with Additions/Deletions

Council Action: Councilman Farris motioned to approve the Agenda with the specified Additions as presented. Councilwoman Brannon seconded the motion. All ayes; motion carried.



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VIII. Staff Reports

A. Clerk's Office

1. Updates

- Clerk Assistant Lori Cox presented a list of IT projects that the Admin Assistant Will Alley has completed since he began his temporary employment with the City. Cox asked Council if Alley could continue to troubleshoot city computer issues prior to calling the city contracted IT company that charges \$150.00 per hour of work.

Council Action: Councilwoman Brannon motioned to approved Admin Assistant Will Alley to troubleshoot city computer issues prior to calling the City's contracted IT company. Councilman McCormick seconded the motion. All ayes; motion carried.

B. Finance – none.

C. Billing – none.

D. Planning & Zoning Department

1. Extension of Development Order

- Planning Director Latilda Neel presented a one-year Extension Development Order for Wagz Boutique - Dog Grooming and Boarding Facility.

Council Action: Councilwoman Brannon motioned to approve the one-year Development Order Extension. Councilman Farris seconded the motion. All ayes; motion carried.

2. City Facilities Planning Committee/Freeport Government Complex Phased Master Plan

- Planning Director Neel presented a Four Phased Master Plan of the proposed Freeport Government Complex. The appointed City Facilities Planning Committee structured the plan to accommodate the City's budget and needs. The Master Plan included the following additions:
 - Expansion to City Hall
 - New Community Center
 - Sheriff's Office
 - Interconnectivity of Sidewalks
 - Two street access points into Complex
 - Parking
- Neel and City Engineer Cliff Knauer discussed possible legislative funding options and grants.

3. Freeport Library Resolution for Grant Application

- Neel presented a Resolution on behalf of the Freeport Library that would enable them to apply for a library construction grant with the State Library of Florida.
- City Attorney Clay Adkinson advised that "The City of Freeport" be struck from bullet points 3, 4 and 5 so the City would not be under obligation to fund the project.



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*Council Action: Councilman Farris motioned to approve the Resolution **contingent** on striking "City of Freeport" from bullet points 3, 4 and 5 and is agreed upon by the County Librarian. The Resolution number 2019-15 will be **tentatively** assigned until approval confirmation is received. Councilwoman Brannon seconded the motion. All ayes; motion carried.*

4. Oakfield Estates Final Record Plat
 - Neel presented the Final Record Plat for Oakfield Estates for approval.

Council Action: Councilwoman Brannon motioned to approve the Oakfield Estates Final Plat. Councilwoman Haffner seconded the motion. All ayes; motion carried.

5. City of Freeport SSA/Barrier-Free Park Ordinance/2nd Reading
 - Neel presented the Second Reading of SSA/Barrier-Free Park Ordinance; changing the Future Land Use Designation on the Barrier Free Property from Commercial to Public Service.

Council Action: Councilman Farris motioned to approve Second and Final Reading of Ordinance 2019-14. Councilwoman Brannon seconded the motion. All ayes; motion carried.

6. City of Freeport RZ/Barrier-Free Park Ordinance/2nd Reading
 - Neel presented the Second Reading of the Barrier-Free Park Rezoning Ordinance; changing from C1: General Commercial to Public Service.

Council Action: Councilman McCormick motioned to approve the Second and Final Reading of Ordinance 2019-15. Councilwoman Brannon seconded the motion. All ayes; motion carried.

7. Fisherman's Cove Marina Re-Development/Variance Request
8. Fisherman's Cove Marina Re-Development Project
 - Neel presented on items 7 and 8 above together. Neel stated that a Development application is in process for the Fisherman's Cove Marina, but a variance would be required in order to meet the City's requirements for access points. Neel also stated that there are several code enforcement actions associated with the current owner that will need to be cured as a condition of the Development Order.
 - Zack Bryant approached the podium to announce that he is the new owner of the property as of July 1, 2019.

*Council Action: Councilman Farris motioned to approve the Project with the Variance Request **conditioned** on compliance and cure of all current code violations. Councilwoman Brannon seconded the motion. All ayes; motion carried.*



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E. Legal

1. Edwards Annexation

- Planning Director Neel presented information on the Edwards annexation; known as Dixie Trucking to Council. Property is located south of Lowery Rd./West side of 331S.

Council Action: Councilman McCormick motioned to hold First Reading and to Advertise for Second Reading. Councilwoman Brannon seconded the motion. All ayes; motion carried.

3. City Attorney Adkinson gave an update on Redistricting. He will bring back information within the next month or two regarding the present population, density and geographic location. Adkinson noted that based on the current size of the City, the most appropriate option would be to create five distinct districts.

Council Action: none.

F. Engineering – none.

G. Water

1. Budget Amendment – Purchase Engine for Truck

- Finance Officer Bowers presented a Budget Amendment in the absence of Water Supervisor Larry Tuggle. The Amendment allowed Tuggle to purchase an engine for a 2008 Silverado truck belonging to the Water Department.

Council Action: Councilwoman Brannon motioned to approve the Budget Amendment for purchase of the Truck Engine. Councilwoman Haffner seconded the motion. All ayes; motion carried.

2. Meter Change Out Contract

- Bowers presented results for the bids received for the Meter Change Outs. Staff recommended awarding the bid to Core & Main.

Council Action: Councilman Farris motioned to award the Meter Change Out Bid to Core & Main. Councilwoman Haffner seconded the motion. All ayes; motion carried.

H. Sewer – none.



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I. Parks

1. Pickle Ball Courts

- Parks Director Charlie Simmons reported that his intent to use funds from the 2018-2019 budget to resurface the shuffle ball courts to pickle ball courts would not be a good investment because a vast majority is under water after it rains. Simmons would like to use some of the funds to restripe the tennis courts so Pickle Ball could be played as well. Simmons suggested repurposing the shuffle ball court area to a possible skate park.
- Council consensus was that a skate park would be a good idea. Councilwoman Green mentioned that a FRDAP Grant would be an ideal way to get funding for the project.
- City Engineer Cliff Knauer approached the podium and gave details about the upcoming deadline and requirements that need to be met in order to apply for the \$50,000 no match FRDAP Grant. Knauer stated that the application would have to be submitted by October 1, 2019. The City must hold a community meeting pertaining to the project and it must be listed on the City's CIP for additional points.

Council Action: Councilwoman Brannon motioned to approve a Recreation Board Special Meeting for the consideration of applying for the FRDAP grant and to place the project on the agenda for the next Council meeting to be added to the City's CIP. Councilwoman Haffner seconded the motion. All ayes; motion carried.

2. Updates

- Simmons briefed Council that the pole barn storage is now complete, and the Parks Department has now broken ground on the concession stands/bathroom/storage area.

Council Action: none.

IX. **Old Business**

X. **New Business**

A. Mayor Russ Barley

B. Councilwoman Brannon

C. Councilman Farris

D. Councilwoman Green

1. Digium Phones

- Councilwoman Green expressed concern about the city phone directory being ineffective and difficult to reach appropriate departments.
- Council discussion ensued about an alternative approach.
- Council's direction was to reconfigure the City's phone directory to go to individual departments and to appoint Admin Assistant Will Alley as the default to the receptionist.



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No Action Necessary.

2. Outlook Calendar
 - Councilwoman Green requested having a shared Council and Staff Outlook Calendar to be informed when Staff is out of the office.
 - Council consensus was the calendar is a good idea.
 - Council direction was to create the shared Outlook Calendar.

No Action Necessary.

E. Councilwoman Haffner

- I. Waste Management Contract
 - Councilwoman Haffner asked for the status of the Waste Management Contract since the City is currently on a month to month status.
 - City Attorney Adkinson stated that if the City wants to continue territorial franchising then the best option would be to advertise an RFQ for Solid Waste Collection services; soliciting proposals from qualified vendors.
 - Councilwoman Brannon stated her preference was to wait until a City Manager could be involved in the contract process. Brannon was also concerned with budget short falls and other factors that could potentially impact to the City if the Waste Management Contract were to be addressed now. Brannon mentioned that the County/City Waste contract was up for renegotiation in March.
 - Councilwoman Green stated that she would like to do more research into the County contract and processes before proceeding.

F. Councilman McCormick

No Action Necessary.

XI. **Public Comment – none.**



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XII. Adjournment

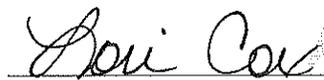
Councilwoman Haffner motioned to adjourn. The meeting adjourned at 7:53 p.m.

CITY OF FREEPORT



Mayor

ATTEST:



Clerk Assistant