

**City of Freeport**  
**Budget Workshop**  
5:30 p.m./Council Chambers/Freeport City Hall  
July 25, 2019 Minutes

**I. Meeting Called to Order**

The July 25, 2019 Freeport City Council Budget Workshop was called to order at 5:30 p.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

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

Councilwoman Amanda Green arrived at 5:59 p.m.

- II.** Staff present: Planning Director Latilda Hughes-Neel, Water Supervisor Larry Tuggle, Finance Officer Sara Bowers, City Attorney Clay Adkinson, Utility Billing Manager Debbie Roberts, Clerk Assistant Lori Cox, Parks Director Charlie Simmons, City Engineer Alex Rouchaleau.

**III. Invocation and Pledge of Allegiance**

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

**IV. 2019/2020 Budget**

Mayor Barley turned the meeting over to the City Finance Officer Sara Bowers. Finance Officer Bowers presented the following 2019/2020 Budget information.

- Fire impact fees
  - City Attorney Clay Adkinson explained that the impact fees must be repurposed towards safety and security, which included cyber security. Resolution will be brought back at the next council meeting for approval to make transfers.
  - Councilwoman Brannon inquired about maintenance of fire hydrants being funded with the impact fees. Discussion then ensued over who is required to maintain the fire hydrants. City Attorney Adkinson will reach out to the County to find out.
- City Manager/City Clerk/Clerk Assistant Positions
  - Finance Officer Bowers asked for guidance to whether Council wanted to fund both City Clerk and Clerk Assistant positions. Discussion ensued and consensus was both City Manager and City Clerk will be needed. The idea of removing the Clerk Assistant position is being considered.
  - Discussion ensued about moving Clerk Assistant Lori Cox to City Clerk. Salary for City Clerk was then put into question. Consensus was to leave all positions as is until City Manager is hired. City Manager salary left as \$95,000 in the budget.
- Merit Raises
  - Council consensus was to go to the merit system, Evaluations scoring excellent - 5%, very good - 4%, good 3%.

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- Salaried positions would be included, employees still on probation on October 1<sup>st</sup>, 2019 would be excluded.
- Consensus was to have merit raises done each October and evaluations to be done in July.
- Next Budget Workshop
  - To be held August 22, 2019 at 5:30 p.m. prior to Regular Council Meeting.

Councilwoman Haffner inquired about the glass design in the reception area. Parks Director Charlie Simmons invited everyone out to the reception area to help visualize the layout and features of the safety improvements.

Council returned to chambers at 6:03 p.m.

Councilwoman Haffner inquired about the new employees for Parks department. Parks Director Charlie Simmons suggested having a part-time employee at the splash pad for the time being.

City Engineer Alex Rouchaleau discussed plans for the Barrier Free Park. Stormwater is included but could be cut back if needed.

Councilwoman Haffner asked about the playground cover shades for both parks.

Councilwoman Green asked if there was any budget for streets. Discussion ensued. Consensus was to place \$100,000 in the budget for maintenance and to get a prioritization list ready.

**V. Adjournment**

Councilwoman Brannon motioned to adjourn. The meeting adjourned at 6:18 p.m.

CITY OF FREEPORT

  
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Mayor

ATTEST

  
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Clerk Assistant